

# Minutes

Subject:	Management Committee Minutes: 25 April 2019
Produced by:	Tony Moore
To:	Management Committee
Action:	To approve
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Paper:	MC 18.19 14

Present: Jenna Chapman (JC), Martin Marko (MM), Oli Gray (OG),

Chair: Sophie Atherton (SA)

In attendance: Caroline Wilson (CW) for staffing item, Tony Moore (TM), Tim Cave (TCA)

Apologies: Toby Cunningham (TCU), Georgina Burchell (GB)

## Executive Summary

- Agreed that the Union would take part in #Does You Good
- Deferred decision on Unio price rises

## Action Points: Immediate

Required	Assigned
Working group to be formed to review Procurement Policy	MM
Paper on consultation/communications strategy to be drafted	JC
Paper on structure of Events/commercial marketing to be circulated	SA
CEO to investigate whether STS would fund Student Minds audit	TCU
CEO to meet Josh Clare to investigate possible 5 tab design for website	TCU

## Action Points: Long Term

Required	Assigned
Other Universities' approach to campus catering to be investigated	TCU
Possibility of Refreshers' Ball type of event to be investigated	TCU
New policy proposal on Sport to go to Union Council	OG
MSL to be contacted at start of summer on website login issues; all arrivals staff to be adequately brief on guidance on login	TCU
International students not having UK bank accounts for Freshers	TCU
Events to be asked about working of extra capacity at Freshers	TCU
Push for representation at all Faculty Executives	All
Wristband/ticket interface and Waterfront capacity at Freshers to be looked at	TCU

Catering price changes/significant product changes to be reported to Management Committee – this will be before Easter	TCU
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## **MC 189 Minutes, Apologies, Matters Arising**

Minutes agreed.

## **MC 190 Operational & Key Relationship Update**

OG:

- Finance Committee
- Helping Suffolk on SAM membership
- Sport online info moving gradually to University Sport website
- Sports Awards prep
- Advising students on putting on event

TCA:

- Attended mental health first-aid training
- Budget Estimates to go to Union Council
- Met with Commercial AD to interrogate figures as to raising next year's budget contribution
- Monthly Management Accounts – slightly better than forecast

SA

- NUS Annual Conference
- Strategic Development Weekend
- Toured other SUs looking at other approaches to democracy – great ideas to feed in to future democracy review
- SEC
- Southern SU tomorrow
- Democracy Day Part 1 on Saturday

JC

- Recruitment of new External trustee
- NUS Conference
- Curriculum Decolonisation promotion
- Reassessment fees, exams discussions with PVC Academic
- SEC
- Drafting Council motions
- Lecture Capture group – roll-out looking unlikely for start of next year - probably incremental throughout the year

MM

- NBI meeting - Union invite for future meetings
- York GSA
- NUS conference
- Academic catch ups

- ATs contracts - zero hours not looking a good deal for HUM ATs – will try for a variable approach
- Doctoral College meeting

### **MC 191 Social Enterprise Updates**

TCA reported that trading was satisfactory for the month.

SA asked the Committee for their thoughts on the proposed Unio price rise proposals.

OG thought the timing of the price rises would be damaging for the members in the run-up to the exams period and a postponement should be a priority.

The Committee agreed to OG's suggestion.

SA believed the rise for the value drinks was too high. SA thought it would be useful to have the figures for the sales of value drinks to inform any decision.

*The Committee resolved to discuss the proposal further at the next meeting.*

### **MC 192 Staffing (Closed Business)**

#### **MC 193 AOB**

#### ***Communications Strategy***

JC believed that the student dissatisfaction over the cancellation of Pimp My Barrow had highlighted the need for a clear strategy on consultation and communication with students and this should be linked to Departmental strategies.

JC believed that a lot of students just wanted relatively small changes but which were important to them JC believed that a feedback session could be held every month by the FTOs using video to get to a wide audience.

JC noted they would bring a working paper for discussion at a future meeting.

**AP**

OG wondered as to communication of the PMB decision.

SA noted that it was important that communications as to PMB came from all the FTOs.

#### ***#Does You Good***

OG noted that there was an opportunity for the Union to join in a campaign to help students relieve exam stress by physical activity.

SA thought this would be fine but that, in the light of the recent student suicide, any reference to suicide or 'wellbeing' should be avoided.

*The Committee agreed that the Union would take part in the campaign.*

#### ***Procurement Policy***

MM noted that the policy was meant to be regularly reviewed but this had not been done for some time and some of its proscriptions might be out of date.

MM noted that they would talk to the Ethical Issues Officer about forming a working group to review and update to policy. **AP**

**MC 194 Time, Date and Place of next meeting**

9 pm, Tuesday, 30 April in Room 1.