

# Minutes

Subject:	Management Committee Minutes: 15 January 2019
Produced by:	Tony Moore (from audio recording)
To:	Management Committee
Action:	To approve
Status	<b>Open for publication</b>
Paper:	MC 18.19 15

Present: Georgina Burchell (GB), Oli Gray (OG), Jenna Chapman (JC), Martin Marko (MM), Toby Cunningham (TCU)

In attendance: Tim Cave (TCA), Tony Moore (TM), Caroline Wilson (CW) Josh Clare (JCL)

Chair: Sophie Atherton (SA)

## Executive Summary

- Discussed approach to University rents setting process
- PG students access to Union employment

## Action Points: Immediate

Required	Assigned
Staff support to be allocated for Officers working on Nightline office space discussions	TCU/GB
TCU to find out which University staff attending TSEP Conference	TCU
Redraft of Union's response on Rent Setting process to be circulated to Committee	SA
MM to meet HR on PG employment opportunities	MM/CW
Details of Student Mind proposal to be investigated	TCU/GB
Audit Report and Accounts to be signed off	TCA
Other Universities' approach to campus catering to be investigated	TCU
PG reps' situation to be looked at specifically in paper on rewards for reps	MM/Jo Caulfield

## Action Points: Long Term

Required	Assigned
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
Report on Lessons from Auschwitz to go to Council	SA
Response to forensic audits to go to December Boards	TCU/TM
Catering price changes/significant product changes to be reported to Management Committee	TCU

### **MC 137 Minutes, Apologies, Matters Arising**

The minutes of the meeting held on 19 December were agreed.

SA noted completed Action Points.

OG asked that drafting of a policy proposal on Sport be moved to Long Term action points.

### **MC 138 Operational & Key Relationship Updates**

TCA:

- Residential
- Finance training on Exchequer - widening its access to managers

MM:

- Training and Employment
- Transfer of PGR Funding proposals approval process from FTO to staff
- GSF update
- Student staff meeting with HR
- Council reception

GB:

- SSF focus group
- Widening Participation
- Jane Amos meeting
- Australia UEA promotion filming
- Marks out of Tenancy
- Sanctuary University

TCU:

- Residential
- Meeting with Phil Steele
- Upcoming with meeting with Andrea Blanchflower
- Will be shadowing a staff team each week – this week it is student events

SA:

- Body Confidence
- Recruitment for Director of Charitable Services
- Australia UEA promotion filming
- Allocation of office space for Nightline coming up on the Space Management Group – TCU noted that Officers will be provided with staff support **AP**

OG:

- Induction Week Working Group
- Societies Executive – grant requests
- DOBS
- Talking to potential election candidates
- Event Grants Request Review
- Livewire meeting – Jailbreak scheduled for same day as Brexit
- Staff recruitment in Opportunities

JC:

- LTQC
- WP next steps for Inclusive Pedagogy
- Meetings with Neil Ward and Andrea Blanchflower
- Meeting with University on SSLCs feedback process
- External Trustee recruitment

CW joined the meeting after this item.

### **MC 139 Social Enterprise Updates**

TCU advised Refreshers was selling well except for the Friday Drum and Bass event.

SA wondered whether there might be a type of event such as a Refreshers' Ball.

TCU advised that this had been tried in the past and its success depended on who would be available to headline.

FTOs thought that outside facilities for events would be popular.

TCU advised that this would not be practicable in winter weather. TCU noted that staff would investigate the possibility of staging a 'ball' type of event that would be more accessible than the currently scheduled event.

### **MC 140 Code of Conduct Cases**

SA noted that, with the appointment of Frances Fay as Supervising Trustee, this would no longer be an agenda item.

### **MC 141 Staffing (Closed business)**

There were no matters raised.

### **MC 142 Attending the TSEP Conference**

The Committee agreed that JC should attend: TCU will contact the University as to which University staff member will be attending. **AP**

The Committee agreed that TCU should attend the upcoming WONKHE event.

### **MC 143 Rent Setting Process**

SA noted they had circulated a draft response and asked for comments.

The Committee asked for the following issues to be raised in the response:

- Request for details of how many students in the highest loan band and how that number has been growing
- Request for a timeline on the University reaching 25% affordable accommodation for highest loan band
- To warn of the danger of ghettoization of poorer students
- Arguing for maintenance of a broad range of accommodation
- Asking for real involvement and consultation in the process
- Request for a graph on how loans and grant are raised
- General line against cross-subsidies (e.g. accommodation and catering)

SA will meet with the Head of Campaigns and Policy and include the above in the revised draft which will be circulated to the Committee for comment and approval. **AP**

### **MC 144 NUS Turnaround Skype Sessions**

The Committee agreed that SA and TCU will take part and report back.

### **MC 145 Strategic Overview of Staff**

MM noted they had spoken to HR about transitional employment for PGs as the current timelines for recruitment did not work for PGs. MM wondered whether the potential job opportunities for PG students in the Union could be reviewed.

TCU advised that the Union could certainly look at whether recruitment events were accessible to PGs and whether there might be separate PG events. TCU noted the Union also could target advertising for some posts at PG students. TCU noted that, outside of the Graduate Centre, it would be hard to justify restricting recruitment to PG students for certain posts.

TCU advised that it would be helpful to gauge the demand amongst PG for casual work.

The Committee agreed that MM would meet with CW to identify areas of employment that might appeal to PGs. **AP**

### **MC 146 AOB**

#### **Student MIND**

GB reported that Student Mind had approached the Union on whether it would be interested in a three year partnership project supporting students' mental health.

The Committee noted an interest in the proposal and asked GB and TCU to investigate further and bring details, including any financial commitment, back to a future meeting. **AP**

#### **Audit Report**

TCA noted that the Auditors now had the final version of the Report and Accounts ready to be signed off and TCA would bring this round to FTO Trustees for signature. **AP**

### **Catering on Campus**

TCU noted that the University had signalled an interest in discussing future plans for catering across campus.

The Committee agreed the importance of setting clear boundaries as to the Union's control of different aspects of catering but should welcome a holistic approach to catering provision. The Committee asked TCU to investigate other institutions' approaches to campus catering. **AP**

### **Rewards for Academic Reps**

MM asked as to the possibility of payments for PG reps.

JC noted that there were ongoing discussions with the University as to the whole question of how to reward student reps and that the Head of Education and Engagement was currently working on a strategy paper.

TCU advised that the University might look at paying bursaries in a similar way to that which was already in use for Faculty Convenors. TCU noted that one of the issues was that student members could not legally be paid officials of the Union for more than two years and any solution would need to not prevent reps from going on to seek election as FTOs.

JC noted to MM that Jo Caulfield would be asked to look specifically at the issue of PG reps when drafting the strategy paper. **AP**

### **MC 147 TDP of next meeting**

10 pm, Tuesday 29 January, Room 1