



Minutes of the meeting of the Board of Trustees held on Friday, 5th November 2010 in the Board Room Paisley Students' Union commencing at 11am.

Arnaud Bastianelli, Sports President, in the Chair.
Meeting Commenced 11.10am.

Sederunt

Susan Duncan	Depute President (Ed & Welfare) (DPEW)
Daniel Copithorn	Campus President Ayr (CPA)
Samantha Phillips	Campus President Hamilton (CPH)
Arnaud Bastianelli	Sports President (SP)
Christopher Scott	Ordinary Trustee Ayr (CS)
Laura Wiggins	Ordinary Trustee Ayr (LW)
Garry Quigley	Ordinary Trustee Paisley (GQ)
Stuart McCabe	Ordinary Trustee Paisley (SM)

In Attendance

Caroline Sharp	General Manager/Returning Officer (GM/RO)
Andrew Taylor	Welfare, Campaigns & Activities Coord (AT)(for parts)

Apologies for absence – Grace Nicoll, Ordinary Trustee Ayr (GN)
Stuart Black, Ordinary Trustee Hamilton (SB)

The Chair opened the meeting with a welcome and introductions to the new ordinary trustees. GM explained the decision making process of the Board.

1. Minutes of previous meeting.

a. Acceptance

Minutes from the previous meetings of 01/09/2010 and 08/09/2010 were agreed as an accurate record.

b. Matters arising

Minute 2 (08/10/2010) – DPEW advised that all actions from this decision have been carried out and that all parties have been informed.

2. Reports of the Office Bearers.

a. Acceptance –

- i. DPEW – written report. GQ asked about the Principal's views on UWS students attending National Demo. DPEW updated that the Principal had refused SAUWS request for funding on the grounds that it would be wrong to spend public funds to protest against the government. The Principal had agreed to give a statement once Universities Scotland had issued their official position. There are to be regular meetings with the Principal and DPEW, which other sabbs could also attend. SP stated that he would especially like to go to the next meeting. Others to email DPEW if they wish to raise a topic and/or attend.

- ii. SP – written report. DPEW asked if there were many differences in Subject Health Review since the changes introduced, especially in respect of changing chairs. SP reported that there was not much difference to last year’s process. Content and format was good. GQ asked about volunteering. Sp reported that he has someone for budget officer and website person, with the sports coaching/journalist still to be ‘recruited’ with help from Hayley McKewan in Hamilton. Funding application for cultural event in Paisley has been agreed. This will be confirmed within the next week (fair-trade football and sports disabilities Scotland). DPEW recommended contacting Chris Bradshaw for support since SP reported that enabling support weren’t that helpful. SM asked to be included in discussions over this. The Equality Unit may have a budget which could be accessed and DPEW recommended that the event should include both staff and students to gain maximum support.
- iii. CPA – written report. SP asked how Ayr events were doing. CPA reported that things were a bit quieter now that coursework submissions were due. There’s been a lot of interest in the Christmas ‘Snowball’ and the Moustache party went well last night with the X Box being given away (sponsored by one of the teaching unions). 44 students from Ayr are attending the national demo.
- iv. CPH – written report. SP asked if meetings with Ian Patrick discussed sports. CPH advised that there was general comment on team activity. GQ asked how busy the Union has been and it was reported that they had had some record takings at events. All agreed that it was good to see Hamilton students finally engaging in the activity and facilities of the Union.
- v. GQ – written report. CPH asked for any press releases to be sent round everyone in future.
- vi. CS – written report. No questions.

b. Sabbatical Holidays.

- i. CPA – 16th Dec – 23rd Dec
- ii. DPEW – 22nd & 23rd Dec
- iii. SP – 26th Nov, 22nd & 23rd Dec
- iv. CPH – 15th Nov.

3. Reports from Committees etc. –

- a. Senate** There were discussions over whether issues raised via ‘dean of students’ email address were being collated / analysed and the spreading of the timetable over 5 days a week to ensure equal demand on resources and on classroom availability. It was agreed that SAUWS should GOAT with targeted questions to gauge student opinion on timetabling. Welfare Communications and Activities Coord should be asked to coordinate this following the national demo activity. The Board are asked to submit questions to DPEW by email by Friday 12th with questions being formalised by the following week. This should be on the agenda for SRC at each campus.
- b. LTAB** CPA reported that the University were currently producing a revised Assessment Handbook and that it had been muted that there would follow a student version, although it was unclear how necessary this might be. DPEW reported that SRCcoord is working on a student rep handbook and it might be useful to include all this information here. There was concern over the reports that teaching staff were under-resourced for marking due to the increase in student numbers, and that

feedback may be reduced. There is a feedback campaign scheduled to launch after National demo. This issue should be raised by SAUWS at the next meeting of Senate.

4. Business Introduced by Office Bearers.

a. Refreshers Fayre Date

SP – advised that this date needs to be set now so that BAM can be advised and start selling. The fayre will include clubs and societies. It was agreed that this should be held in third week of trimester two. All campuses will hold a fayre - Hamilton Tues 15th, Ayr Wed 16th, Paisley Thurs 17th February.

b. Show Racism the Red Card Football Tournament

SP – reminded that this event takes place tomorrow and any volunteers to help would be welcomed.

c. SAUWS Hardship Fund Report

AT – highlighted the reasons for the production of this report and went through the trends. The information from Hamilton will be updated within the next report. CPH gave a verbal report on the fund for Hamilton which included that 2 bursaries and 1 loan have been given so far. It was agreed that this should be a standing item on the agenda.

d. Intern Proposal

AT – outlined the information in the attached paper. GM asked if there were any government schemes which would support this financially? AT will look into this. GQ asked how confident AT is in getting take up for internship. AT believes that it should be quite easy in the current economic climate and that others within the sector seem to manage. CPH asked if there was desk space in Paisley for two interns or whether they could be based in Ayr or Hamilton. AT confirmed that they would be able to travel to other campuses, however in terms of management / supervision, it would be easier to be in Paisley. It was felt that there was sufficient space, especially as the President's office is currently vacant. Chair asked for opinions from the Board on the proposal which were generally favourable. Following discussion, the Chair moved to a vote on whether to agree to progressing the proposal: In favour: 5; against: 0; abstentions: 2. This is carried. GM will advise AT of result.

e. Replacement Mac or additional PC?

GM – advised that the Mac used by the Promotion Manager is no longer serviceable and that it had been budgeted to be replaced. GM asked the Board's opinion on whether it was necessary to maintain a Mac or whether a replacement PC with appropriate software would be more functional. After a short discussion it was agreed to replace the Mac with a PC, ensuring that this is of sufficient specification to run the required software.

f. Ordinary Trustee Bye Election Update

GM – formally advised the Board of the nominations received and that one nomination had to be referred to the elections committee due to two of the nominations on the form not being current students. The elections committee had unanimously agreed not to accept this nomination. GM highlighted to the Board that current regulations had been followed and that there was no facility within these for appeal. The Board considered that the regulations should be reviewed to ensure that they are fit for purpose and mandated DPEW to instruct the elections committee to carry out a review. This should be completed by end January. Any decisions must be ratified by the Board of Trustees prior to implementation.

g. Review Update

DPEW – outlined the background to this for the benefit of the new members of the board. GM was asked to send the review report to the new trustees. It was agreed at the last meeting that we should develop the strategy for the organisation in the first instance and then we would know what we need to change in order to achieve that strategy. DPEW has contacted Ed Marsh from NUS (Union Development) to see what help they can give us in terms of developing strategy. When a response is received, DPEW will email it out to all. GM advised that many of the other recommendations related to HR issues and proposed that once the strategic plan was developed it would be useful to engage an HR consultant to facilitate their implementation.

h. National Demo Update

DPEW – reported a great response from students with more wanting to attend than we can afford to send. 120 UWS students, along with colleagues from Reid Kerr, SAC, Glasgow School of Art, and a shared bus with Strathclyde, would all be travelling to London. A meeting has been held to discuss logistics, safeguarding, stewarding, etc. A further meeting for coach stewards is scheduled for Monday. It was suggested that coach stewards advise students on regulations for photography within central London.

5. Motions – none.

6. Elections – none.

7. AOCB –

- a. DPEW** – advised that there had been initial discussion over the opening times for Unions in January during consolidation week and exams. It was agreed that each campus should make individual decisions on when to open and that this should be updated to the Board.

8. Staffing.

Staffing minutes continued on a separate sheet.

Date of the next meeting: Friday 26th November, at 11am, with Garry Quigley, Ordinary Trustee Paisley, in the Chair.

Meeting Closed 2.25pm.