



Minutes of the meeting of the Board of Trustees held on Thursday, 1<sup>st</sup> December 2011 in the Boardroom Paisley Students' Union commencing at 10.30am.

Garry Quigley, President, in the Chair.  
Meeting Commenced 10.30am

### **Sederunt**

Garry Quigley	President (Pres)
Cara Lee	Depute President Education & Welfare (DPEW)
Daniel Copithorn	Campus President Ayr (CPA)
Samantha Phillips	Campus President Hamilton (CPH)
Scott Winchester	Ordinary Trustee Paisley (SW)
Stuart McCabe	Ordinary Trustee Paisley (SM)
Paul Friel	Ordinary Trustee Hamilton (PF)
Adam Kenyon	Ordinary Trustee Hamilton (AK)

### **In Attendance**

Caroline Sharp	General Manager/Returning Officer (GM/RO)
Andrew Taylor	Welfare, Campaigns & Activities Coordinator (AT) (for parts)
Geoff O'Donnell	Marketing and Communications Coordinator (GO) (for parts)

### **Apologies for absence –**

Alastair Adamson, Sports President (SP)  
Daniel Copithorn, Campus President Ayr (CPA) for lateness

Nick Targontsidis, Ordinary Trustee Paisley (NT), absent without apology.  
Alison Aitken, Ordinary Trustee Ayr (AA), absent without apology.

## **1. Minutes of previous meeting.**

### **a. Acceptance**

Minutes from the previous meeting (20111109) were agreed as an accurate record.

### **b. Matters arising**

Minute 4g (NUS Zone Conference) – President advised that every college and university represented had voted in favour of our amendment to the NUS plan of work.  
Minute 4i (Scottish funding consultation response) – President advised that a response has been received to our proposals outlined. The letter advised that what we have asked for is, to an extent, already being done and that UWS has benefited. The next step is to put more pressure on the University.

## **2. Reports of the Office Bearers.**

### **a. Acceptance –**

- i. President – written report. Report accepted.
- ii. DPEW – written report. President asked for an update on car parking? DPEW advised that it won't be changed this year, will be developed for next academic year. A strategy is being looked at for giving priority which will include consideration of the availability of public transport links. Report accepted.
- iii. CPA – written report. President asked how often CPA meets with the Ayr Campus Director and was advised that this is only on an adhoc basis. This is in

contrast to Hamilton where CPH and campus director meet regularly on a monthly basis. DPEW raised for everyone that SRC reports need to be in a week before the meeting to allow for them being sent out to students in advance. Report accepted.

- iv. SW – written report. Recent World Aids day events included a bake sale at student link and then in Java, erected a big balloon ribbon in Level 3. President asked how many consultation responses have been sent in by UWS on equal marriage? As this is only about 20, President asked for more to be encouraged. Report accepted.
- v. SM – written report. Didn't make it to SRC as was ill. Concentrated on GOATing. Report accepted.
- vi. CPH – written report. President noted the improvement in the level of detail given in the report. President asked what was involved in the Rebranding referenced in the report? CPH advised that this was things to boost GP, new items for the bar, fishbowls, etc, drink aware info going out at the same time. The Board offered congratulations on the teenage cancer trust fundraiser, including to the students who organised it. Report accepted.
- vii. SP – No report submitted. Absent from meeting.
- viii. NT – No report submitted. Absent from meeting.
- ix. PF – oral report. Helped make posters for events, but been busy with coursework. Report accepted.
- x. AK – oral report. Also busy with coursework. Pub quiz has been dropped due to lack of interest. Have an ents committee now to include more student involvement in events. Report accepted.
- xi. AA – no report submitted. Absent from meeting.

Reports held over from the last meeting to be accepted – AK accepted, PF accepted, AA not accepted as she's was not present.

GM asked that all trustees include their name within their reports.

#### **b. Sabbatical Holidays**

- i. DPEW – 30<sup>th</sup> November was taken.

### **3. Reports from Committees etc – none.**

### **4. Business Introduced by Office Bearers.**

#### **a. Financial Accounts to end Oct 2011**

GM – accounts for the first quarter have been circulated, no questions have been submitted. GM noted that the trading contribution is significantly behind the position for the same time last year and warned that we really need to control all spending and focus on improving sales. There were no questions.

#### **b. Hardship Fund Report**

Welfare – Bursary payments have now been brought under control. There have still been discrepancies with reporting and figures appearing in the wrong month (Ayr). AT warned that this needs to be controlled further. Research is nearly completed to allow us to approach the uni for additional funds. President anticipates increased demand when students realise that they will no longer receive travel expenses in January from SAAS. President would like to put a report into SEG showing the increase in demand experienced this year and to link this to retention.

#### **c. Halls Tour**

DPEW – put a bid into international students' fund to develop halls tours. A proposal might be sent out for comment before the 9<sup>th</sup> Dec.

#### **d. Volunteer Policies**

Welfare – introduced the reason for producing these documents and asked for comment from the Board. They are intended to promote best practice and protect us legally, as well as ensuring a positive experience for all our volunteers. CPA asked how sports and

society members are covered? Are they included as volunteers and come under these policies? AT opinion – dual policies. CPA further asked about students who volunteer for events and events? AT advised that they should be clarified as either volunteers or staff, and that this might depend on how regularly they contribute. CPA asked if this would include OT's on the Board. AT advised that it would. 2 comments from SRCoord were noted. CPH asked for GM to stop commenting on the policies and that this could take place outside of the Board meeting. GM noted that this does not allow any opportunity for the opinion of the Board to be taken into account where there are discrepancies. Implementation of these policies will be delayed until the next meeting.

**e. Refreshers' Fayres**

Marketing – asked if the Board want to hold any refreshers fayres and if so when and where will these take place and who will help with taking bookings on each campus? Hamilton – CPH would be happy facilitating things in the Union. Ayr – CPA not sure where it would be situated within the new campus. President asked whether sports and society recruitment would be involved. The Board agreed to having refreshers' fayres including sports and socs. This should be held week commencing 30<sup>th</sup> Jan.

**f. GOATing**

Marketing – deadline for the submissions for the last topic has not passed yet, so results are not available. Student engagement staff conducted a Freshers' 2011 survey to highlighted issues – 308 responses, most know where student union is, can't name a sabb, most don't know how to contact them, most don't know how to join a club or soc, most have not attended sessions, most don't know how to get involved in students council, most had not attended at SU events, asked further about favourite events, most reason for not attending is that they stay too far away and most events held in evenings. Half Paisley, 32% Ham, 16% Ayr. Majority of students were 2<sup>nd</sup> years. The full results will be sent out.

Topic for this month – financial issues for students.

**5. Motions – none.**

**6. Elections – none.**

**7. AOCB**

**a. Response required for post 16 legislation consultation process – President**

asked if anyone had any points they would like to be included. NUS will submit a separate consultation response, as will UWS. No points were raised by the Board.

**b. Student Council ballot results - President**

noted that there were 2 complaints surrounding confidentiality with hardships at Ayr. Claimed that these are being discussed outside of CPA office (in corridor). CPA said that this would only be to give information on the process, not on the nature of the hardship claim. President confirmed that these complaints were anonymous, but recommended that all students coming for hardship should be dealt with in private and confidentiality maintained.

**Date of the next meeting:** doodle for January, 2012.

Alastair Adamson, Sports President, in the Chair.

**Meeting Closed 12pm.**