



Minutes of the meeting of the Board of Trustees held on Friday, 2nd March 2012 in the Boardroom Paisley Students' Union commencing at 10.30am.

Samantha Phillips, Campus President Hamilton, in the Chair.
Meeting Commenced 10.30am

Sederunt

Garry Quigley	President (Pres)
Cara Lee	Depute President Education & Welfare (DPEW)
Alastair Adamson	Sports President (SP)
Daniel Copithorn	Campus President Ayr (CPA)
Samantha Phillips	Campus President Hamilton (CPH)
Nick Targontsidis	Ordinary Trustee Paisley (NT)
Scott Winchester	Ordinary Trustee Paisley (SW)
Stuart McCabe	Ordinary Trustee Paisley (SM)

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 –

Paul Friel, Ordinary Trustee Hamilton (PF)
Scott Winchester for late arrival.
Alison Aitken, Ordinary Trustee Ayr (AA)

Adam Kenyon, Ordinary Trustee Hamilton (AK), absent without apology.

1. Minutes of previous meeting.

a. Acceptance

Minutes from the previous meeting (20120126) were agreed as an accurate record.

b. Matters arising –

Minute 4j – President updated that the minister's statement was very positive in relation to our proposals submitted in the consultation response and all were accepted by govt minister (Mike Russell).

2. Reports of the Office Bearers.

a. Acceptance –

- i. President – written report. SAUWS has been shortlisted for SU of the year in the NUS Scotland Awards. Report accepted.
- ii. DPEW – written report. (2 reports) CMT presentation on feedback campaign went well in Hamilton. £760 awarded for international induction / arrival event. SLTA nominations close today, increased nominations on last year, some paper and some electronic submissions. President suggests getting posters up to advertise the event to students. DPEW, CPA and President should have a meeting with Gordon Hunt as the new Director of Campus. President will send a note of congratulations and request the meeting. Community planning event at UWS didn't seem to have a lot of students in throughout the day (reported as

70 for the whole day). President suggests that this indicates that the relationship between Renfrewshire and students is not strong and requires some work. The event at Reid Kerr was better attended – although students are probably more local. CPH mentioned that there was quite a lot of Paisley based stuff in report and asked if there were plans to go to Ayr and Hamilton campuses more? DPEW responded that it depends when there is time, will be in Dumfries next week. Both reports accepted.

- iii. CPH – written report. DPEW noted that there was an email about the Health Fair which said that Sam didn't know anything about it, although her report states that she worked on this with Claire. Report accepted.
- iv. CPA – written report. Demolition work has begun at old campus with removal of asbestos. SP noted that a large quantity of furniture and equipment was left in the old building to be disposed of by a charitable organisation. Racecourse are organising a student discount at Ayr. Report accepted.
- v. NT – written report. Noted that things suggested in the ents committee are often not implemented. President asked for some examples of what these were. Traffic light party on Tues of Valentine's week was suggested and it was held on Fri? President noted that there were reasons for this and confirmed that the ents committee is still the way to go. Report accepted.
- vi. SW – written report. Report accepted.
- vii. PF – written report. Report not accepted due to absence.
- viii. SM – written report. Report accepted.
- ix. SP – written report. Report not accepted until next meeting due late submission.
- x. AA – written report. Report not accepted due to absence.

No reports were submitted from AK.

GM reminded CPH that it is a requirement to send self certificates or doctor's line for sickness absences.

b. Sabbatical Holidays – none.

3. Reports from Committees etc

a. LTAB

b. University Court

4. Business Introduced by Office Bearers.

a. Financial Accounts to end Dec 2011

GM – accounts to end Dec have been circulated, no questions have been submitted. GM reinforced the position reported previously 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.

b. Strategic Plan

President – this document has now had extensive consultation from SAUWS trustees, staff, students, senior UWS staff, NUS and others. This has been to Students' Council meetings and the Board has been asked to comment and contribute on many occasions. President would now like to have this formally passed and accepted by the Board. SP asked if there would be a review group set up to review the plan and ensure it is still fit for purpose and able to meet the needs of the organisation. Annual operational plans will be developed to set timescales and guidelines for how we will deliver our strategic targets. Action point – President and SP will liaise with SRCoord to see the best way to implement a working group to review progress. President would like to get some student quotes to include in the printed document.

c. Moodle Report

President – Sections of UWS staff want to use Moodle and blackboard at the same time. This would be too disruptive to students. Integration in Trimester 3 would not be fair to re-sit students, so they will still use blackboard. President is suggesting that students are used to help to train other students. Also require a training package, although the one that has been presented is not appropriate. CCI have been approached to create a bespoke training tool. President asked the Board if they would be happy to use the pilot server, but only as a training tool, not for actual teaching at this stage. This was agreed. SP mentioned a networking society in Paisley which could be used to progress this.

11.19am SW joined the meeting.

d. Create

President – advised the Board that there were problems with this group's use of the venue at their last hire, relating to use of alcohol, the state the building and outside the building was left in, injury to some of the kids. President has had a meeting with Create and staff where some significant demands were made by SAUWS to improve the controls in place when this event runs. Door staff, breathalysing kids (zero tolerance), etc. President will check the next hire and if there are any problems then this partnership will be dissolved and Create will no longer be allowed to use the building. President will update the Board on progress.

e. Block Timetable

President – This will be a big issue in the next academic year. Meeting with John Anderson with DPEW and President. Uni wants to spread timetable over the 5 days instead of having block timetabling and consolidating the week between Tues, Wed and Thurs. President suggests that a big consultation process is required with the student body, perhaps a referendum. This should be brought up in SRCs. Pres and DPEW will lead on this and try to organise some kind of debate.

f. Hardship Fund Report

Welfare – President has had agreement that the Uni will add an extra £4K into the fund for the rest of the year. NT noted that the discretionary fund managed by the Uni is often confused with the hardship fund which is managed by SAUWS. Perception is that the uni's discretionary fund is not transferrable between campuses – CPH will look into this. SM suggested making a flyer to publicise the hardship fund. AT said to definitely do advertising around the loan, but not so appropriate for the bursary. Some direct contact has been done with classes where we have known that there are a lot of SAAS issues and Facebook posts have been used. We need to ask for more money for the fund for next year – AT will take this forward.

g. Lighting and Refrigeration Proposal

Welfare – Discussion of lighting proposals. GM suggested looking towards estates to support a phased programme of lighting changes which would remove necessitation for interest payment on a loan and takes into account the length of our lease etc. President and AT will arrange to meet with estates to discuss. President asked if CCF funding could support the cost of ecubes? AT confirmed no. AT will investigate the spare fridge in Ayr for use in staff room Paisley. Could we ask NUSSL to get a deal on ecubes? SP will investigate if any other unions are looking at getting ecubes. CPH will ask Uni if they are thinking about installing in their fridges. Board agreed in principle that these are a good idea. Next meeting to look at the options for where the money might come from.

h. Volunteer Policies

Welfare – These were brought back to the Board following previous revisions for approval. SP will contact CRBS to look into working with vulnerable adults and children. Volunteer induction programme to be developed.

i. GOATing

DPEW – confirmed the questions proposed. Agreed 30 copies each by 19th March deadline. DPEW will feed this back to GO.

5. Motions – none.

6. Elections – none.

7. AOCB

a. SM – Disabled students’ conference.

SM would like to attend this conference. President noted that there is no active disabled students’ STAR group. Vote in favour of sending a delegate: in favour 3; against 1; abstentions 3. President and SM will work on how to get more disabled students involved and active.

b. SM – extending curfew in Paisley Union to 1am from 12am.

The chair proposed a vote: in favour 7; against 1; abstentions 0. This should be reviewed in the June BOT meeting. President will advise staff of this decision.

c. CPH – CCTV Hamilton

Raised awareness with the Board that Hamilton will require 2 new cameras and software and they have a quote.

d. CPH – Halls Lease

CPH has met with Dean of Students and Marcus Ross re lease being included in handbook stuff.

Date of the next meeting: a doodle will be circulated to agree a date for March meeting.
Stuart McCabe, Ordinary Trustee Paisley, in the Chair.

Meeting Closed 1.50pm.