



Minutes of the meeting of the Board of Trustees held on Tuesday, 26th June 2012 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)
Alastair Adamson	Sports President (SP)
Samantha Phillips	Campus President Hamilton (CPH)
Stuart McCabe	Ordinary Trustee Paisley (SM)

In Attendance

Caroline Sharp	General Manager/Returning Officer (GM/RO)
Ewan McCreath	Campus President Ayr elect
Kate Shearer	Campus President Hamilton elect
Dorothy Watson	Ordinary Trustee Hamilton elect
Thomas McLaren	Ordinary Trustee Hamilton elect
Jack Douglas	Ordinary Trustee Paisley elect

Apologies for absence – none.

Paul Friel, Ordinary Trustee Hamilton (PF), Adam Kenyon, Ordinary Trustee Hamilton (AK), Alison Aitken, Ordinary Trustee Ayr (AA), Scott Winchester, Ordinary Trustee Paisley (SW), Nick Targontsidis, Ordinary Trustee Paisley (NT), absent without apology.

President welcomed the incoming officers and confirmed their role within this particular meeting.

1. Minutes of previous meeting.

a. Acceptance

Minutes from the previous meeting (20120528) were agreed as an accurate record.

b. Matters arising – none.

2. Reports of the Office Bearers.

a. Acceptance –

- i. President – written report. Report accepted.
- ii. DPEW – written report. L&T Conference went well with presentation given by SRCoord and DPEW. DPEW spoke about the content for the benefit of the incoming officers. Report accepted.
- iii. CPA – written report. President asked about license for Photoshop and if this might cover Hamilton also. It's a single use license. Report accepted.
- iv. SP – written report (late submission). Outstanding reports from previous meetings to be accepted at the next meeting. Report accepted.
- v. CPH – written report (late submission). The new UWS degree to be delivered in Hamilton is the Community Engagement degree. Report accepted.
- vi. SM – oral report. No activity to report. Concentrating on summer module. Had a meeting with President re Students with Disabilities STAR group and has

begun to develop an agenda of campaigns for the group. Report accepted.

b. Sabbatical Holidays

SP and President requested permission from the Board to carry some remaining holidays. President will use them before end July. SP wants to take first 2 weeks in August.

- i. CPA – 15th June, 22nd June, 27 – 29th June
- ii. DPEW – 8th, 11th, 13th, 14th, 15th June taken. 27th, 28th June requested.

3. Reports from Committees etc – none.

4. Business Introduced by Office Bearers.

a. Moodle Project Update

President – Moodle went live at start of May. Limited student issues have so far been reported. One nursing lecturer got students to use Blackboard over T3 which caused problems with licensing. This may be more widespread than first thought. Moodle training will be combined with student guide training so that they all know how to use it. Mahara is the new proposed system for PDP which looks promising so far and very user friendly. More concerns with lecturers embracing Moodle and handling the changeover. SP suggested SAUWS producing an article relating to a trustee using Moodle to promote the system. School of media are making a bespoke DVD on how to use the VLE, so this will no doubt be sufficient.

b. UKBA

President – UKBA will be visiting UWS later in the year to ensure compliance with legislation for recruitment of international students. Experience in other institutions suggests that they are being strict and that there is a risk to the UWS license. Alison Loudon will be heading the project to ensure compliance and assist with admin. SAUWS needs to work closely with the University to ensure the best result for international students at UWS. There is a users group to be set up which we will be represented on. Paisley and Hamilton campuses are likely to be most affected. President suggests that this should feature prominently in SAUWS' plan of work for the year ahead.

c. Studentpad

President – a lot of students this year have reported private landlords acting unethically. Studentpad provides an accreditation system where landlords can advertise. The system would cost £800 to set up the website and £15 for each house to be advertised. SAUWS could partner with local colleges to share the facility and the cost. A resource is required to promote the system to landlords which would add to the cost. Dot Watson suggested that CAB and Shelter have a lot of information on landlords – have we looked at this? Training is provided by Studentpad on the accreditation process (to SAUWS staff/officers). Stirling have set this up this year and reported that it was fairly resource intensive to set up. There were concerns regarding SAUWS accountability. President will enquire from Edinburgh institutions using the site as to how much this has impacted them. President will do further research and report back at a future meeting.

d. International Event 14th September

DPEW – SAUWS has secured funding for a Halls welcome tour and social event for international students living in University accommodation and private accommodation. This will be discussed further during campaign planning in July. UWS has approved the date for all campuses including Dumfries.

5. Motions

- a. Safe Space Policy** – President noted that this policy has lapsed and should be passed by the new Board over the summer so that it's in place for the start of the new session. The motion will be submitted for consideration at a future meeting once the Board have had time to consider it.

6. Elections – none.

7. AOCB

a. CPH – Hamilton Union flooring.

CPH noted the email sent out with a quote for replacing the flooring in the Hamilton Union. CPH claims that this is a health and safety risk and has been in the budget request for the last 3 years. Quote is for £12K including VAT and installation. Further quotes are being sourced. The Board agreed that Kate Shearer should chase the quotes up for further consideration.

b. Jack Douglas – Student Card issue

President updated that the Breathing Space phone number will be on the back of all student cards issued from the start of next trimester.

c. SP – Board Procedures

On reflection of the past year, SP requested improved tracking of the action points set. Following discussion on whether this was required or was the same as 'matters arising', it was agreed that in addition to the minutes of the meeting, a separate action point list should be produced. DPEW noted that reports should be submitted on time so that people can read them prior to the meeting. SP asked for GM to action this action point list.

d. SM – Training

President confirmed that NUS training has been confirmed for 2nd and 3rd July. All of the Board are required to attend.

Date of the next meeting: Monday, 23rd July, commencing at 10.30am.
President, in the Chair.

Meeting Closed 12pm.