



Minutes of the meeting of the Board of Trustees held on Thursday, 14<sup>th</sup> December 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)
Ewan McCreath	Campus President Ayr (CPA)
Alastair Adamson	Sports President (SP)
Stuart McCabe	Ordinary Trustee Paisley (SM)
Jack Douglas	Ordinary Trustee Paisley (JD)
Pearl Willis	Ordinary Trustee Ayr (PW)
Niall McGeachy	Ordinary Trustee Ayr (NM)

### **In Attendance**

Caroline Sharp General Manager/Returning Officer (GM/RO)

**Apologies for absence** – Nick Targontsidis, Ordinary Trustee Paisley (NT), Kate Shearer, Campus President Hamilton (CPH), Thomas McLaren, Ordinary Trustee Hamilton (TM), Dorothy Watson, Ordinary Trustee Hamilton (DW)

GM requested that any apologies are copied to her.

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

### **a. Acceptance**

Minutes from the previous meeting (20121113) were agreed as an accurate record.

### **b. Matters Arising**

#### **i. Minute 1. b. i – website contract**

GM updated the Board on the information relating to both NUS Digital and MSL options. The Board made the decision to go with MSL and to ask MSL to present contract for formal approval at the January meeting.

#### **ii. Minute 4b – SAAS Delay**

President updated that a giant xmas card had been produced and was being signed by students for presentation to the CEO of SAAS at their headquarters next Tuesday. A press release will be circulated afterwards.

#### **iii. Minute 4h – Vehicle insurance – policy and procedure**

The Board expressed concern that this insurance policy has been in place for a number of months and there is still no policy or procedure. SP advised that he is waiting for documents to be sent from other universities. Meanwhile this insurance is not being used. SP agreed that the draft policy and procedure would be sent out for consultation prior to the Jan meeting for formal approval before their use in February.

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

### **a. Acceptance –**

- i. President – written report. Report accepted.

- ii. DPEW – written report. 2 reports for acceptance due to absence at the last meeting. NSS – DPEW circulated access details to the results document. President asked for the document to be sent out. Q23 – draw up an action plan on how we can improve the score. Get comments from Marlene Kindlay in planning. Both reports accepted.
- iii. CPH – written report. Report deferred for acceptance due to absence.
- iv. CPA – written report. President asked about dodgeball event planned for yesterday, there was a problem with access to balls. There was a mix up between Ayr Ents Coord and SP. SP had asked for advertising to be done, but then assumed that the event wasn't going ahead. SP puts this down to miscommunication. The lack of engagement at Ayr is a problem in all areas. Report accepted. NMcG raised that students don't know how to forward student email to their own accounts.
- v. SP – written report. ISOC – a meeting is organised with SP for tomorrow and they are meeting with Jane O'Rourke (spiritual care coordinator) re access to space of contemplation. SP has passed on booking procedure to the society. President suggests SP gets in touch with Maeve and Jane to let them know what is being done with the society currently and to find out what the actual issues are. Then act as middle man with the society (liaison). HWL not attended but no apologies submitted. SP is not down as the person attending. Will contact secretary for group to get this sorted. Students councils also apologies submitted. President asked if it was wise to miss SRC when the role of SP was being considered. SP stated that the event he was at was the equivalent of NUS Zone Conference. There was a miscommunication with the text of the motion regarding the role being changed. This was meant to be 'title'. It was suggested that someone could have been asked to speak on this on SP behalf. Reports accepted.
- vi. NT – written report. Report not accepted due to absence.
- vii. SM – written report. President requested signed petitions be returned asap so that these could be entered onto the system before the holiday break. JD asked about the outcomes from the Student Rep Conference. SM would be interested to see how external trustees would work within SAUWS. Report accepted.
- viii. PW – written report. NMcG noted that the Ayr effective learning tutor's diary is over subscribed. Now trying to move away from one on one appointments and embed their practice within normal teaching. Can take 4-5 weeks to get appointment with counselling service - DPEW noted that an additional staff member is being recruited to start in January. President will raise this with the Principal also to make him aware. Students against violence initiative – students being bullied, how to stand up for yourself, or take action when you see this happen to others. This was a whole day's session and really good. President updated on action taken so far on train timetable issue. Has raised it with Principal, local community council, transport minister, etc etc. NMcG commented that a petition worked for the Ayr cash machine, so may be good for trains too. Marketing can produce an online survey petition. Report accepted.
- ix. NM – written report. 2 reports for acceptance. Both reports accepted.
- x. JD – written report. President asked how much goating has been done, JD confirmed that none due to family death and then assessment – apologies. President noted that there were errors in the last goating exercise on buddy system. GM suggested that we ensure that we pilot the questions before confirming them. Report accepted.
- xi. TM – no report submitted. Report not accepted.
- xii. DW – no report submitted. Report not accepted.

**b. Sabbatical Holidays**

- i. DPEW – 14<sup>th</sup> Jan
- ii. SP – 18<sup>th</sup> – 25<sup>th</sup> Jan
- iii. CPH – 18<sup>th</sup> – 21<sup>st</sup> Dec

### **3. Reports from Committees etc**

- a. Policy and Resources Committee – President
- b. Learning and Teaching Assessment Board – DPEW will send round consultation document on long thin modules.
- c. Student Experience Group – DPEW - lots of discussion regarding the wording on feedback stickers.

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

#### **a. Financial Accounts to end October 2012**

GM – presented the accounts and noted the trading position which looked to be behind budget. GM reminded the Board that the estimates which have been approved rely heavily on the trading budget being achieved and warned of the need to keep an eye on costs and that we might have to cut back after xmas if the position does not improve.

#### **b. SAUWS Hardship Bursary and Loan Report end Nov**

President – presented the report for the Board's information.

#### **c. Zero Tolerance**

DPEW – CPH and DPEW went on this train the trainer training. It is planned that this training will be delivered to the rest of the Board in January. The focus is on sexual harassment towards women. Safe space policy exists, but not expressly zero tolerance – a separate policy would be required. President asked if entertainment activity like 'buy a member' auctions would be in contradiction with this? DPEW says yes, SP says no. This debate can be continued following the training being delivered. Accreditation would not be achievable within the rest of the year as it takes a long time to go through the process. A date will be set for the training by doodle in January, may tag onto Jan BOT.

#### **d. Accommodation Inspection Policy**

NMcG – students in Ayr residences were sent an email to say that contractors would be coming 'tomorrow' to inspect rooms and that these needed to be tidy. NMcG followed up with the residence manager. The handbook says that there is a right of access without notice. NMcG thinks this is not entirely fair and intrusive, perhaps against safe space. President suggested that CPA takes this forward with Dot Webster. CPA to draft up better wording and consult with the Board. NMcG will work with CPA on this.

#### **e. NUS Scotland Zone Conference**

President – gave the Board a short report on the main issues / debates – Scotland's future college cuts campaign launched. Independence debate – how to engage students further. Consultation / discussion on plan of work for year ahead. Widening access priority campaign update from NUS. Funding debate – free tuition / fees for Scottish university students? NSS Q23 debate – are unions without a bar disadvantaged? JD noted that a large number of students articulate into UWS from the college sector so we should show support for the funding campaign.

#### **f. Campaigns Update**

President – noted that people may not be up to speed on progress and activities in the campaigns area. President will set a date for a campaigns update meeting to review and to continue to plan. JD noted that the Retention priority campaign was launched in Paisley and not much info has gone out on the other campuses. It was suggested that refreshers would be a useful time to highlight campaigns activity there. More discussion will take place at the review meeting.

#### **g. Student Awards Ceremony of the Year**

President – outlined proposal as circulated. It was agreed that the volunteer awards fit better with this event than the learning and teaching event. JD suggested changing to campaign of the year to broaden this out from just STAR groups. Selection committee to come from students' council. Pres confirmed that this is budgeted for (in with STAR groups).

### **5. Motions – none.**

### **6. Elections – none.**

### **7. AOCB**

#### **a. JD – Slave auction motion**

JD noted the motion tabled for consideration at current SRCs and asked if we should have a stance on this prior to the meeting. President suggested that all motions should

come to the Board first before going to students' council, to avoid any arguments in public. Following lengthy discussion, it was agreed that the motion will be discussed fully at Council and voted on as normal. In future, any motions being introduced at Council by a Board member will be discussed in advance by the Board.

- b.** SP – motion regarding change of name for SP going to council. SP asked GM advice on procedure for changing this in constitution – OSCR would have to be advised of the change and it would have to be approved by University Court.

**Date of the next meeting:** President will send round a doodle to decide the date of the next meeting, commencing at 10.30am.

Kate Shearer, Campus President Hamilton, in the Chair.

**Meeting Closed 1.10pm.**