

Minutes of the meeting of the Board of Trustees held on Monday, 23rd June 2014 in P114, Paisley Campus commencing at 11am.

Blane Abercrombie, in the Chair
Meeting Commenced 11.00am.

Sederunt

Blane Abercrombie	President (Pres)
Iain Shepherd	Depute President Education & Welfare (DPEW)
Ryan Wood	Sports President (SP)
Cal Reid	Campus President Ayr (CPA)
Heather Armstrong	Ordinary Trustee Paisley (HA)
Cameron Stewart	Ordinary Trustee Paisley (CS)
Pearl Willis	Ordinary Trustee Ayr (PW)
Dorothy Watson	Ordinary Trustee Hamilton (DW)
Connor Smith	Ordinary Trustee Hamilton (Con S)

In Attendance

Caroline Sharp General Manager/Returning Officer (GM/RO)
Incoming officers – Jack Douglas, Lauren Miller, Kelsey Campbell

Apologies for absence – Stuart McCabe, Ordinary Trustee Paisley (SM), Kate Sharkie, Campus President Hamilton (CPH)

Absent without apology: Cameron Mathieson, Ordinary Trustee Hamilton (CamM)

As this is the last meeting of the year, the President offered thanks to those members leaving the Board – Dorothy Watson, Heather Armstrong, Cameron Mathieson. He also welcomed the incoming Board members and reminded that they are present in attendance only and have no voting rights at this meeting.

1. Minutes of previous meeting.

a. Acceptance

Minutes from the previous meeting (28/05/2014) were agreed as an accurate record.

b. Matters Arising –

- i. Minute5b - A Basic Standard of Living. JD raised that it is not a living wage and also that the motion was passed at a meeting where it had not been tabled in advance and so was procedurally incorrect. JD asked that this decision be postponed and brought to SRC. SP noted that if the block grant doesn't go up then the figure would be reconsidered. President noted that if students want more information regarding this item then they should bring this to SRC. In the meantime this item stands.

2. Reports of the Office Bearers.

a. Acceptance –

- i. SP – written report. ConS asked how the number of sports members will be increased? Wed afternoons off will have an impact, also adding new sports and societies, tennis, archery, women's American football, etc. Snowsports also expecting to increase numbers considerably. Report accepted.
- ii. President – written report. Did some work with SAAS around encouraging students to apply on time for next year's funding. Pleased to have heard of the improvements SAAS have made to their procedures and the service that students receive. PW asked about the grant increase – has it been finalised? President advised that this will be confirmed at the meeting of UWS Court tomorrow. PW also asked if the corporate strategy will be discussed? Yes, for final approval as the strategy is to be in place by August 2014. PW was concerned about feedback targets not being directly included. PW asked if there was any news on NUS affiliation fee rebate? No, but will get back in touch with N Masterton. President believes that the meetings are in June/July. PW suggests that the Board should be looking at whether we are getting value for money from NUS. President suggested that this is not a debate for today, but that we can have the arguments around the benefits of affiliation. PW – in Ayr staff are so stressed with changes being implemented by the University – is this nearly finished? President responded that the Principal is focussed about what the institution should look like and therefore there may be more changes in the future. PW is particularly concerned with lifelong learning. CS asked how he rates the year as student President – good. It was enjoyable. Report accepted.
- iii. DW – written report. Safe taxi scheme – can't get a meeting with UWS (Kate Tedford). President suggested passing this onto the new sabb team to lobby this through committees of UWS. HA advised that NHS24 will organise transport to hospital if required (not by ambulance). Report accepted.
- iv. CPA – verbal report. Has been working on plans for next year, to include having a sabb presence in Dumfries. Went to Dam Park with SP, and trying to get onto community council to help to embed the University more within our communities. UWS staff BBQ went down well at Ayr. Chatted to UWS staff about the restructure. Looking at changes for SRCs for next year and drafting stuff up to discuss with the new chairs and SRCcoord. ConS – asked about ideas for freshers'. White T shirt party has been successful but not good as the first event, but nearer to the end. Looking at sourcing bands – more upcoming bands (who should also be cheaper). Will liaise with SRUC elected officer to include those students. Written report will be circulated after annual leave. Report accepted.
- v. PW – written report. SP noted that the alumni magazine is not that relevant to graduates. Suggested we have a SAUWS page in the magazine, but Crawford Wilson was not too keen about this. HA suggested that we put out a leaflet to graduates on graduation days to ask them to stay involved. SP suggested advertising life memberships to raise income for SAUWS. CS noted that our awareness level is still fairly low within the student body. PW notes that the Principal is interested in developing this area and that we should make sure that we get included in this and engage as far as possible. Some EU students need a guarantor to get a flat for next year, but they can't get one. President advised that NUS had a big campaign at the start of this year to get Institutions to sign up as guarantors. There is a charity who do this and President will find out who it is and publicise it. Creative writing students' book – PW would like them sold in SAUWS shops. PW will discuss with UMA and UMH to see how this can be done. Reflection on the year – PW noted that she doesn't get much out of the OT experience. President noted that as our governance model changes this will be different. CS noted that he was surprised by the isolation he has experienced and felt left out by sabb. President responded that from an organisational and political perspective we are not clear on the OT role and

bring them into too many things which are not relevant to their role. SP stated that previously OTs did have remits and that it would be useful to identify areas of interest until such time as an exec structure is introduced. We are a developing organisation and there should always be things which people can get involved in if they take responsibility for this. JD – legal definition of Trustee is different from our interpretation and an exec structure should help with this. Also noted that OTs have no manifestos since they were not elected through ballot. Report accepted.

- vi. CPH – written report. Report not accepted due to absence.
- vii. DPEW – late report submitted. Noted no appeals system for Phd students as they are dealt with on a case by case basis. SP asked why this was not in his report? SP stated that this should have been included. Report accepted.
- viii. SM – verbal report. Report accepted.
- ix. ConS – verbal report. Hasn't done much due to exams etc. Has missed the last two meetings. Halls – has got a breakdown of how the Halls fees are spent and this is now going to be included in the pack that students receive when they move into Halls. This should show students that they get really good value for money and highlight all the 'extras' that students get which are not directly being charged for. Asked about Internationalisation. President noted that the Citizenship project has been very active in promoting internationalisation and we came second in the national award behind Edinburgh. CS suggested showing students how much energy they use in Halls. It was noted that we already have energy saving activity running throughout Halls. Report accepted.
- x. CS – verbal report. Has literally done nothing. Report accepted.
- xi. HA – verbal report. Attended TEDx event also, really enjoyed it. Lobbied on national day of lobbying for DSA and had some personal interaction with an MP. HA will be a case study in the Herald for SAAS. OT experience – also runs the Womens group and on the Womens committee for NUS, has been really involved although some of the work overlaps. Has had some difficulties over the year but noted the importance of talking about these and the fact that what we do really makes a difference to students lives. Report accepted.

b. Sabbatical Holidays – Item not discussed.

3. Reports from Committees etc. – None.

4. Business Introduced by Office Bearers.

a. Financial Accounts to end May 2014

GM – noted that the accounts had recently been circulated and that as at the end of May we have moved into a deficit position. CS asked why our projections are so far out from what we predicted? There was discussion about the budgeting process so far and the myth about having to submit a budget to OSRC and why there was so much difficulty this year etc. SP noted that everyone who has a budget has had input into what the overall budget should be. The budget for 2014-2015 will be tabled for formal approval at a subsequent meeting.

b. BOT Conduct

SP – talked about the experience of being a trustee and that you get out of it what you put in. Noted that the structures are incorrect and that OTs in recent times have not been elected by ballot and therefore are not held to account in terms of manifestos. Noted that Board reports are not being made (or submitted on time) and the standard of some reports are not acceptable. Sabbs are being paid an honorarium and this must be taken much more seriously. OTs should make reports also to account for their time. ConS noted that this is in addition to studying and sometimes has nothing to report as is busy with other things. DPEW noted that part of the problem arises through the misconception of what Trustees are for. We should be reporting to them. This would be

resolved by separating out an exec and clearing up the functions. CS noted that he is also involved in the sports and socs exec and that this brings a lot of work. Feels that he has done work which he shouldn't have been involved in as a volunteer. President noted that often these issues are ones which should be passed onto a sabb who will seek professional advice to help the students in the most effective way. JD – asked that reports be made visible to the student body as that is where accountability lies. Reports can be edited for suitability. PW noted that the Constitution says what the remits are for OTs. The constitutional review can determine what the best remit model would be going forward. DPEW noted that things are being neglected because we don't have a proper structure in operation eg corporate strategy, KPIs, etc. HA noted that even with a different structure these same issues will come up with volunteers and we need to remember to make sure that volunteers are looked after within the organisation. Reports should be submitted and on time. SP suggests that this should be further discussed at NUS in-house training and agree some guidelines for what is expected and this can be taken forward. (particularly with regard to role of OTs).

Vote taken on covering item 4d next before 4c. Agreed.

c. PCA Project

SP – has been inspired by the Positive Coaching Scotland scheme. This item is for information and feedback only. HA supported the scheme and noted that the ethos is something which should be applied to the whole organisation. ConS asked for confirmation on how it works. The ambassadors would be volunteers from each team and will benefit in terms of personal development. They will also be able to use this in the Phoenix awards. President noted well done to SP for putting these two items together for the information of the Board.

d. The Phoenix Award

SP – introduced the circulated paper to the Board. ConS asked why this is only being directed to the Sports Union? We already have a wider volunteer recognition scheme but some of the volunteer activity around sports and socs are not included in this. CS – will there be more objective aims to preclude favouritism? The scheme would balance quantity and quality when assessing performance. CPA noted that this scheme could be promoted through the 'Banter' student publication. JD asked for clarification on whether socs are included – yes, they are. The feedback from the Board was generally positive and SP should progress the idea further with the support of the Board.

5. Motions - none

6. Elections

a. Returning Officer

There was discussion around this year's experience of having NUS act as our returning officer. SP talked about the joint Glasgow elections. This is more about aligning the timescale of the elections than sharing governance of these. There was discussion around who else we could have as a returning officer. Internal member of staff, NUS supported by internal member of staff, or someone external to the organisation (which is likely to incur a cost). GM noted that a lot of the delay with the investigation of this year's elections was down to procedures of getting in touch with individual students in order to speak to them about their experience and that this would have occurred irrespective of who the RO was at the time. President asked for us to move forward into who the alternative RO might be. CPA suggests that RO is handled internally. HA proposes NUS. As there was no clear consensus on the way forward, President proposes that this item is deferred to the next meeting so that discussion can be had outside the meeting – President Elect to take the lead. Vote to agree this: in favour: 7 against: 0 abstentions: 1.

7. AOCB –

- a. DPEW – Zero Hours Contracts** carried from SRC, has not yet been discussed by BOT. It was agreed that the actual motion should be brought forward for discussion at the next meeting.
- b. DPEW – Villagedigs Contract** The only contentious point is in respect of freshers packs and whether there is an implication that we are obliged to have freshers packs or only if there are provided. DPEW asked for the Board's approval to enter into this contract with Villagedigs. The Chair proposed a vote. In favour:3 ; against:4 ; abstentions: 1.

2pm – SP left the meeting and incoming officers left the meeting before the Staffing items were considered.

8. Staffing

a. Minutes of the Previous Meeting

i. Acceptance

The minutes of the previous meeting (28/05/2014) were agreed as an accurate record.

ii. Matters Arising

1. Minute 8b – Proposed changes to staffing structure

GM advised that due to a period of annual leave since the last meeting, work on the new job specs has not yet progressed.

b. The State of the Union

SP – This item was withdrawn.

Date of the next meeting: the date of the next meeting will be determined by a doodle sent out by JD.

Jack Douglas, President, in the Chair.

Meeting Closed: 2.05pm