

Board of Trustees

Minutes of the meeting of the Board of Trustees held on Friday 6th February 2015 at 11am in the Boardroom, Paisley Campus.

Jack Douglas President, in the Chair
 Meeting Commenced at 11am.

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Jack Douglas	President	(Pres)
Ryan Wood	Sports President	(SP)
Lauren Miller	Depute President Education & Welfare	(DPEW)
Iain Shepherd	Ordinary Trustee Paisley	(IS)
Stuart McCabe	Ordinary Trustee Paisley	(SM)
Cal Reid	Campus President Ayr	(CPA)
Pearl Willis	Ordinary Trustee Ayr	(PW)
Isla Todd	Campus President Hamilton	(CPH)
Connor Smith	Ordinary Trustee Hamilton	(Con S)
Kelsey Campbell	Ordinary Trustee Hamilton	(KC)
James Adams	Ordinary Trustee Hamilton	(JA)

Apologies for absence –

Blane Abercrombie	Ordinary Trustee Ayr	(BA)
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Absent without apologies -

Kate Sharkie	Ordinary Trustee Ayr	(KS)
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In Attendance

Caroline Sharp	General Manager	(GM)
Aileen McColl	Admin Assistant	(Admin)
David Devlin	Membership Manager	(MM)

1. Minutes of previous meeting.

a. Acceptance

Minutes from the previous meeting (17/12/2014) were agreed as an accurate record.

b. Matters Arising –

2. Reports of the Office Bearers.

a. Acceptance –

i. President –	written report -	report accepted
ii. SP –	written report -	report accepted
iii. DPEW –		no report submitted
iv. IS –	written report -	report accepted
v. SM –		no report submitted
vi. CPA -	written report -	report accepted
vii. PW –	written report -	report accepted

viii. KS -		no report submitted
ix. BA -	written report -	not accepted as absent
x. CPH -	written report -	report accepted
xi. Con S -	written report -	report accepted
xii. KC -	written report -	report accepted
xiii. JA -		no report submitted

b. Sabbatical Holidays -

President	March 2 nd - 13 th & 23 rd - 27 th
DPEW	March 4 th 5 th 6 th & 11 th
SP	April 16 th & May 1 st

PW left the meeting at 12.00

3. Reports from Committees etc. -

a. Reports from Commercial and Union Managers

All three campus reports were read and discussed, CPH asked to discuss finances for commercial services, JA also said he had requested an item to be on the agenda for this, unfortunately he had emailed this to the wrong person, he was advised he should email "admin", GM requested that anyone who has any questions regarding finance please email them to her, this will allow her to look up specific items on the Agresso system and therefore fully answer the questions at the next BOT meeting so they may then be discussed. The planned commercial review is scheduled for the 18th and 19th February 2015.

Reports accepted

b. Report from Membership Manager

The Membership Managers report was read and it was commented that he should be congratulated on the submission such clear and concise reports.

Report accepted

4. Business Introduced by Office Bearers.

a. Diagnostics - Constitution

The President expressed his hope that after discussion this would be accepted today, as next week it would go for consultation, it would also go onto the web site, followed by going to referendum, going to SRC and then ratified by court.

I.S. said he had numerous concerns regarding parts of the new constitution i.e. why the edits concerned with broad lines were not used, and as we also derive membership from honorary members the way it is structured is contradictory.

Pres. intimated we need to have one voice on this; everyone needs to be backing the new constitution and promoting it as much as possible

CPH asked, do we work under the old constitution in the meantime and when the new constitution will come into effect. Pres. said we will remain with the old constitution until the new one is implemented on 1st July 2015.

The BOT decided to amend the current draft of the new constitution to allow trustees to

be only removed from office by a referendum or for student voice to choose not to ratify the new member.

The BOT agrees with the amended draft of the new constitution. This will now go to consultation groups and then will be decided through a referendum to give every student a say.

Unanimous.

b. Replacement of disability toilet signs on SAUWS premises

It was asked that funding for new signage be inbuilt into next year's budget to replace the "disabled" sign on the designated toilets with an "accessible" or "gender neutral" sign, (SM) said that many people have unseen disabilities and the present sign was not representative of people with disabilities. S.P. asked how much this would cost and it was suggested that it would not be overly expensive; CPA said that there were no toilets actually in the Ayr campus Union, it was University toilets that were used. GM suggested that we purchase an extra sign and ask the University if they would allow us to replace the existing sign with new one.

Carried unanimously

c. Termination of Zero Hour Contracts

CPH said she was against this as zero hours contracts suited students with study and exams. CPA also said it suited nursing and primary teaching students, we are obligated to give staff at least 4 hours per week and some students do not want this. C.S. agreed with them saying that students seemed to be in favour of zero hour contact as there were gaps in timetables and there was no pressure on them to accept shifts.

I.S. said some employers were unethical, meaning that if an employee did not fulfil 4 hours per week their contract could be terminated, and although ethics were entirely different within SAUWS we would appear hypocrites if we continued to use these contracts.

Pres. said he felt the zero hour contracts were unethical as no one has a steady income and there can be manipulations, we should look at mitigation circumstances which would allow staff to turn down shifts and added that we should still guarantee staff a minimum of 4 hours. G.M. asked do we require some dismissal guidance for student staff.

CPH asked what mitigation circumstances would allow staff to turn down shifts and what could we do to prevent the abuse of this, also what happens during the summer months, does this include charge hands and do we terminate contracts at the end of May? DPEW said the commercial staff all came into the job knowing the terms of their contract. S.M said he was not overly against using zero hour contracts but he worked for the University and knew they were not pleased when you did not accept hours they asked you to do. It was asked that Pres. should do some research on alternatives.

President to do research on alternatives:

Vote: 8

Carried

d. Chip & Pin machine

CPH

CPH said she would be happy to delay this item until the next BOT meeting.

S.P. said this idea would be good for non-commercial items such as membership fees. G.M. explained that we had chip and pin before but there had been a problem with the software breaking down between epos system and merchant; meaning that we were

charging the customers card but the merchant was not taking this from customers bank account, resulting in SAUWS losing a lot of money. Customers were also asking for cash back with most transactions which meant we had a great deal of "slips" in the till and not much cash. CPH felt there were more modern options available now, i.e. using smart phones and other options which involved running up a "tab". It was agreed that this should be brought to the next BOT meeting.

e. University treatment of trustees

CPH

CPH spoke about the attitude of the University to SAUWS, specifically being asked by the President to stand in for him at a particular University event, she agreed to do this. The day before this was to take place she was informed that she was not required as she was not the Students' Association President. It was discussed and agreed that at the Board of Trustees level, all sabbaticals are equal, but at University level they are not. It was pointed out that this would not have been meant as a personal slight to CPH and the issue was not Campus specific. The President has contacted the Principal regarding this and the Principal has promised to look into the matter.

5. Motions - none

6. Elections - none

7. AOCB -

b. Operational Changes

The Membership Manager was invited into the meeting to explain the operational changes and change of approach particularly to the hardship fund and issuing of condoms. It was felt we should not be issuing loans to students who could not really afford to pay these back, and we should instead be offering bursaries. The newly appointed caseworkers will be dealing with this and they will be receiving full training on the subject from university staff at the student link.

Issuing of condoms; for the sake of consistency, we will operate under the auspice of Greater Glasgow & Clyde Health Board. M.M. said he felt that we should be keeping a record of students who receive condoms, a discussion arose regarding this, with several members speaking against it, adding the students' would perhaps not ask for condoms as they would be embarrassed giving personal details, it was also noted that sabbaticals were not comfortable with asking students for personal information when issuing condoms. CPH said Hamilton Campus already worked in conjunction with the sexual health clinic which was in close proximity to the Union. The Membership Manager said it would allow us to keep track of trends, and enable us to order more efficiently, and that the caseworkers would be dealing with most of the issuing of condoms, but with dedicated staff members being trained to do this for "out of hours" issuing, for placement students etc.

It was agreed that condoms would be issued without the compulsory requirement for students to give their banner ID details, however those giving out condoms should ask students if they are willing to give their ID's for "statistical purposes". It was also agreed that no condoms would be issued from the bar or other unsecure locations and that the CPA and CPH would look into more appropriate storage. The M.M would create a training document for circulation to all staff that should have access to condom distribution.

b. Blog Site

It was discussed and generally agreed that changes needed to be made as this was in effect a website. We would need to change the character and make it a forum for students. We should have one or the other. CPA agreed with M.M. that we should have

the SAUWS website. S.P. said he was divided; the website at the moment looked horrendous and seriously required updating. We could perhaps utilise student skills as interns. M.M. said there should be training offered for the website, digital media and communications co-ordinator. CPH said it was about student use and what they want, it has generated a significant amount of hits and we have received good feedback. It was agreed that we should change the name and branding.

c. Motions

I.S. asked as there were never any motions, could we have this item removed from the agenda. It was explained that the new constitution will amend that.

8. Staffing – staffing minutes are recorded separately.

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

Meeting Closed: 13.20