



University of Lincoln Students' Union

Student Council Minutes

17.2 2014 in The Shed

Chair	Josh Leafe
Officer for Students	Imogen Napper
College of Social Sciences Officer	Charlotte Greenley
College of Arts Officer	Linford Butler
College of Science Officer	Tom Candy

School Reps

Architecture	Daniel Orford
Business	Kate Withers
Computing	Brett J Knights
Humanities	Eleanor Bryan for Spencer Nash
Journalism	Nyasha Takawira
Media	Wade Baverstock
Performance	Tom Briggs
Psychology	James Ferrier
Social and Political Science	James Bevan
Sport	Katie Allen

Societies Council

Societies Council Rep/	Alexandrya-Carmen Mbu
Deputy Chair of Student Council	
Societies Council rep	Matt Smeeth

Sports Council

Sports Council Rep	Chris Greene
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In Attendance – Non Voting

Jack Maddock	Reece Horsely	Callum Watt	David Gurney
Michelle Burr	James Atkins	Joshua Riddick	Bradley Smith
Ross Crispin	Chris Reid	Laura Crouch	Marcell James Grant
Aimee Parks	Chris Mitchell	Rachael Caulton	Jessica Roberg
Thomas Mitchell	Sam Gilbert	Victoria Waby	Rhys Clarihew
Jessica Ball	Emma Farry	Pitr Psuty	Daniel Solomon
Sam Strickson	Gooleswari Seeburn	Michael Orridge	Rachel Dodds
Daniel Richardson	Giedre Kasperaviciate	Hayley Jane Wilkinson	Erik Marzaganou
Shun Kamei	Sammi Storey	Marcus Askam	Orla McCormick
Thomas Mulholland	Jake Baker	Alex Davies	Craig Citilly
Martin Harrison	Rebecca Slater	Edward Newton	Gregor Smith
Will Fry	Laura Giles	Alex Frampton	

Danielle Marsden	The Shed Duty Manager
Vice-President Academic Affairs	Ian Antwi
Vice-President Activities	Joe Burt
Vice-President Welfare & Community	Brian Alcorn
Chief Executive Officer	James Brooks
Student Voice & Rep Manager	Aidan Mersh
Membership Services Manager/	Ian Johnston
Deputy Chief Executive	
Communications Worker	Scott McGinn
Operational and Personnel Administrator	Hannah Coleman

7. Presentation by the University Librarian, Ian Snowley on the Library's future plans

Noted:

- University Librarian Ian Snowley welcomed any questions that members had on the plans and work undertaken by the Library.
- 24 hours opening of the Library is due to start on 2nd March 2014 till middle of May a part from Easter and bank holidays. Dates will be available on the Library website and will be publicised.
- Extending opening times till 2am is currently available.
- More Macs have been purchased. It is important to get the balance right of high end PC's. Members were encouraged to let the library know if more Mac's were required.
- The Library is lobbying the University to build on the extension of the Library as it is thought that more space is required. It is important the Library space works well for students.
- A Harvard Referencing guide is available from the Library. Other similar guides are being worked on for other areas which do not use Harvard Referencing.
- It is hoped that a clear written standard of what the University expects for referencing will be produced for the next academic year.
- It is important that students know who their Subject Librarian is and what support can be provided.
- There are drop in services in the mornings and afternoons to meet Subject Librarians including a maths and statistics service.
- Members were encouraged to raise issues, suggestions and feedback.
- Subject Librarians contact details can be found on the University Library Library@lincoln.ac.uk and on a photo poster on the Library ground floor. It was noted that the portal is not a good way to get information from. There is a Facebook and Twitter account where students can comment and staff will reply.
- Members were encouraged to provide suggestions for Welcome Week on how information about the Library can be provided to new students.

Discussion:

- It was reported that the computers in the Library have short memory. It was questioned if there was anything being done to expand the memory allowance.
- The storage available on computers is a shared concern. All storage is on the network with the potential for it to be unlimited. University ICT share the storage space with all University departments.
- The issue of memory allowance will be raised with the Student Library Advisory Panel which reportedly is always looking for more volunteers to be a part of.
- It was reported that students use the specialist equipment (Mac's) who are not on specialist courses that require them. Students themselves currently self-regulate the MAC's and PC's.
- It was proposed that courses which require Mac's should be given preferential access to them in the Library.
- MacBook Pros can be borrowed from the Library desk which are normally available.
- University ICT can be encouraged to review Mac provisions to see if more are available to be obtained for the Library.
- It is important that if there is more Mac provision that it does not take away from the provision of PC's.
- There are Mac suites available for use outside teaching hours in the MHT building. It is important that these spaces are being used before asking the Library to provide more ICT equipment.
- It was suggested that College of Arts Rep Linford Butler could ask his Reps to review the usage of Mac suites.
- It was noted that there are not enough Mac's within the School of Media and it was asked if there was the potential to reserve Mac's specifically for art based courses and media who need to use them. PC's do not always have the software needed for courses.
- It was noted that it would be important to not compartmentalise resources.
- Members were encouraged to talk to Sabbatical Officers with suggestions about the Library.
- Discussions have been started with University ICT to improve the ICT systems including a Mac car park where students can see where there is a free Mac available and could have the potential of a booking system for certain machines. It is important to manage the demands of students without being limiting to others.

- It was reported that students often do not lock their computers when leaving their space. Other students also use a computer when it is already being used by another student.
- It was agreed with University ICT that the locking period will now be 1 hour and not 3 hours. Computers will now automatically save documents.
- Etiquette in the Library is important, it was noted that harmony between students is a concern and is being worked on to be improved.
- It was noted that there has been previous concern about the noise on the second and first floor. The Library is launching a Respect Campaign with the Union to recognise the Library as a study area.
- There is a txt via system to report disturbances by texting loud to report the issue to Library staff.
- It is important that students and staff work together to encourage respect between users.
- Extended Library hours over the summer was suggested.
- Library usage is being monitored to review where resources should be put.
- A dedicated eating zone on each floor of the Library was suggested and could be tried. At the moment the Library is a no food zone.
- Wi-Fi can be used in all areas of the Library. Not all areas of the building have cabling etc.
- Members were encouraged to email the University Librarian Ian Snowley isnowley@licnoln.ac.uk and talk to Sabbatical Officers about issues and suggestions for the Library.
- Members were encouraged to volunteer and sit on the Library Advisory Group as it is an important group where interests of students are expressed. If interested in volunteering, members should contact University Librarian Ian Snowley.

The Shed as Venue for Student Council

Noted:

- The Shed was used for the first time to hold Student Council 17.2.14.
- Members were not satisfied in previous meetings due to the WIFI provision and wanted to encourage more students to be able to attend Student Council.
- The Shed was suggested as an alternative venue.
- It was noted that the noise from customers downstairs in the venue hindered members hearing.
- It was noted that customers downstairs in The Shed should be respected.
- The Shed as a venue upstairs is not accessible to disabled students.

Agreed:

- An alternative venue to be secured for the next Student Council.

1. Apologies for Absence

Noted:

- Apologies were received from Jade Casey, Ian Antwi, Daniel Addai, Connor Burton, Amy Womersley and Spencer Nash.

2. Minutes from Previous Meeting

Noted:

- Page 5, The Motion of Censure against the Students' Union Executive Committee was not tabled.
- Page 6, noted that VP Activities Joe Burt action to 'An update showing the comparison of volunteering numbers and BUCS scores from last year to this year to be brought to the next scheduled Student Council' was not detailed within Matters Arising.

Agreed:

- The minutes of the previous meeting on 17th January were agreed as an accurate record subject to the amendments being made.

3. Matters Arising

Noted:

- Activities videos have been sent to Communications Coordinator who is in the process of uploading them onto the Union's website.
- Women in Leadership Conference report has been received but not been circulated. This action is twice reoccurring. A verbal report has been given on Women in Leadership Conference.

- President Dan Sam has spoken to Director of Estates and Planning John Plumridge regarding the ideas brought forward by Student Council on Tennis Courts on Campus. President Dan Sam reported that tennis courts on Campus would not be feasible as building tennis courts would take funds away from another area within the strategy which aims to maximise teaching quality. The 3g pitches which were suggested as an area that the tennis courts could be built on has a pipeline underneath them to a sewage line. If the 3g pitches were removed and a tennis court built there would be two less pitches.
- Trustees cannot hold a vote at Student Council due to a conflict of interest.
- The proposed Byelaws were circulated and suggestions and amendments were asked to be emailed prior to the Student Council.
- Motion of Censure against the Students' Union Executive Committee was withdrawn.
- The elected Officer attendance on committees is at 88%. The figure does include apologies.
- There is a Rep Forum on this week where Library opening times will be discussed.
- There were 349 volunteers last year compared to 446 volunteers this year which means that the increase of 20% target for this year has been achieved. Currently, the Union is 65th out of 144 in BUCS. The target for BUCS in three years is to get into the top 50.
- The Shush Campaign is still ongoing. VP Welfare and Community Brian Alcorn will bring a full report to Student Council after the campaign has finished in early March.
- The letter regarding the Immigration Bill was not sent out with the minutes of the previous Student Council. There is a paper being presented on the Immigration Bill at the meeting.
- President Dan Sam noted that the hardship fund was secured for the first time ever. There is legislation in place by the Home Office which makes it difficult to allocate funds for specifics. The University has undergone a Home Office Audit of processes and practices, the results of which will be released to the University next week.
- University Registrar Chris Spendlove is due to email President Dan Sam regarding the request for a standardised fund. It was reported that it is looking positive but it may come down to what stipulations are attached to the fund regarding what international students can actually use it for.
- The Anti-protest was noted in Sabbatical Officers written reports and was reportedly a great success.
- An alternative venue was secured by the Union as The Shed for Student Council. The Shed was noted as unsuitable. A venue similar to a lecture theatre will be looked at for Student Council.
- A 50% response rate was received for the timing of the Student Council. It was noted that members were still unable to attend consecutively when the Student Council time had changed.
- It was noted that Student Council Chair Josh Leafe was actioned to circulate the Women in Leadership report to all members which had not happened. The report had been received. Student Council Chair Josh Leafe apologised for the action not being completed.

Agreed:

- VP Activities Joe Burt to provide an update or speak to Societies Council Chair Connor Burton regarding a joint Facebook account for activities at the next Student Council.
- Student Council Chair Josh Leafe to circulate the Women in Leadership report to all members.

4. Sabbatical Key Points

4a. VP Welfare and Community Report

Noted:

- A Mental Health Campaign was organised two weeks ago in connection with national campaign Time to Talk on 6th February 2014. There was a pledge station from Wednesday to Friday as part of the campaign. VP Welfare and Community Brian Alcorn thanked the volunteers who helped during the campaign and encouraged members to pledge by going onto time-to-change.co.uk. A masseuse was available for one of the days during the campaign and could potentially be used again if there was a demand for it.
- The Shush campaign continues and encourages students to keep the noise down in residential areas. Wristbands for the campaign are being given out which gives queue-jumps to various nightclub venues. The quality of the wristbands will be reviewed.
- Shush logo competition prize giving event at The Shed was organised where six prizes were given out. There were 16 entrants for the competition and Joshua Ost was named as the winner.

- VP Welfare and Community Brian Alcorn and Membership Services Coordinator have been trained in giving out food bank vouchers. The Union is now a Food Bank Referral Centre. One referral has been received so far.
- The Landlord licensing scheme is ongoing and it is not clear if landlords will have to pay a fee to be part of the scheme. The consultation process for the scheme opens in a couple of weeks. VP Welfare and Community Brian Alcorn is hoping to have a joint approach with Lincoln College and Bishop Grosseteste regarding the scheme.
- VP Welfare and Community Brian Alcorn will be sitting on the new Residential and Student Living Committee.

Discussed:

- The candidate for Assistant Chief Constable for Lincolnshire Police did not provide a suitable or confident answer when VP Welfare and Community Brian Alcorn asked about what was thought to be the biggest issues young people face. It was noted that the candidate's response discussed migrant issues.
- It was asked if other areas for example Sincil Bank were being supported within the community as well as the West End. It is hope that there will be Community Reps who will be able to sit on the neighbourhood committee within each area (Ward).

Agreed:

- VP Welfare and Community Brian Alcorn to bring a report to Student Council updating any progress on the Housing Accreditation Scheme.
- Any big issues coming up regarding external housing to be brought to Student Council within VP Welfare and Community Brian Alcorn's written report.

4b. VP Activities Report

Noted:

- A lot of individual entries have been entered for BUCS including swimming, tenpin bowling, cycling, squash and rifle. The Union gets an extra 12 points for every individual entry who wins.
- There are five student led projects that have been set up. Work is underway to facilitate the projects with a lot more training, monthly meetings and a more supportive program.
- It was reported that volunteering was going well.
- An end of year ball will occur on 7th June and open to all students.
- The Union lost in Varsity. 300 attendees was the target to go to Varsity, 366 tickets were sold. Positive feedback regarding Varsity was received.

Discussed:

- It was suggested that Varsity is reviewed. The operational aspect of the day will be reviewed as teams cannot be forced to review the day. It was proposed that the review should be a joint approach with Hull.
- Reviewing Varsity with Hull may prove difficult to facilitate.
- Varsity promotional videos were delayed. Teams were invited to participate in the videos at Sports Council.
- No females turned up to the filming of the Varsity promotional videos and the video could not be edited with females in due to the wide shots. The Executive agreed not to release the video.
- The Varsity promotional video was released by LincTv.
- It was questioned whether LincTv were part of the Union.
- It was proposed that in the future if people do not turn up to the filming, that the video is released. Having no females within the video should not be the reason for why it is not released.
- It was noted that LincTv released the Varsity promotional video as they felt that it should be seen and that there was no hidden agenda by them or the Union.
- The Executive did not release the video due to the lack of female representation. LincTv released it on their own YouTube account which they were free to do.
- It was noted that Varsity was a good event and should be commended.
- It was proposed that a report be compiled detailing the strengths and weaknesses of Varsity and what can be improved and a plan of action for next year's Varsity.
- It was reported on Twitter that Lincoln spectators booed Hull's dance team when performing. It was suggested that VP Activities Joe Burt look into this allegation and report back to Student Council of the outcome of the investigation.

- It was noted that Hull has already been apologised to for the behaviour of the spectators. It was reported that a member of the football team dropped a drink whilst the dance competition was on and it was not a deliberate act.
- It was mutually agreed that the verbal apology was sufficient between Lincoln and Hull.

Vote:

Who believes that an apology should be issued on behalf of the student population by Student Council.

For: 4, Against: 2 Abstained 9

- A Member noted that she had confidence in Societies dealing with issues themselves.

Agreed:

- President Dan Sam to find out what the Union can review on Varsity and report back at the next Student Council.
- VP Activities Joe Burt to create an Action Plan for next year's Varsity and compile a report of the strengths and weaknesses and what could be improved of this year's Varsity.

4c. VP Academic Affairs Report

Noted:

- Heads of Schools are reportedly happy with the process of Course Rep Elections, Post Graduate Reps and the Representation Charter.
- Internationalisation of the curriculum is progressing to make the curriculum a more welcoming experience for international students. An overarching strategy is being looked into.
- Members were encouraged to look out for various international events which Head of Division in the Business School Heather Hughes is organising as part of the Festival of Culture.
- The University had successful Kingston-led HEFCE PGT bid confirmed.
- Reps were commended for attending the Course Rep Reception held by the Vice Chancellor. Key topics were discussed around NSS and staff noted the improvement of the Rep system.
- The publicity for the SU Awards has been released. Members were encouraged to nominate individuals for the awards.
- The Representation Charter has been passed by Student Experience Committee.

Discussed:

- Third years cannot vote in the Course Rep Elections in March.
- Nominations for SU Awards can be done online and paper nominations will be available.

Agreed:

- VP Academic Affairs to calculate the figure for the attendance of elected Officers at committees without apologies.

4d. President Report

Noted:

- Lincoln MP Karl McCartney visited the Union on Friday 24th January 2014 and discussed the Immigration Bill, travel accessibility by rail to London and Manchester and pledges he wishes to make. It is a big year due to the General Election.
- It was noted that Lincoln is still the number one student city for the highest voter registrations.
- Members were encouraged to promote and complete the NSS. The Business school has a low response rate for NSS.
- Reps were encouraged to support others to complete the NSS.
- President Dan Sam attended the York Assemblies where cuts to student opportunities were discussed. The Student Opportunities fund is money which is given to students who are not as wealthy so they may access higher education.
- Sabbatical Officers visited Holbeach as part of the outreach program which reportedly went well. No females attended the visit as none were available.
- There are 21 candidates for full time positions in the elections compared to 16 last year.
- 11 females are running for positions in the Elections compared to 4 last year.
- The Women in Leadership workshop was commended.
- 46 candidates are running in the elections.

- Next week, the voting starts for elections. How to Deliver a Speech occurs on Wednesday and Candidate Briefing occurs on Friday.
- There are rules and regulations about flyering during elections. The University is a no flyer zone, candidates normally align themselves by the wooden bridge by campus which is allowed.
- Candidate Hustings is occurring next Monday between 5pm-7pm in EMMTEC. More information can be found on lincolnsu/elections.
- The number of candidates running for each role in elections could not be disclosed.

4e. Sports Council Report

Noted:

- Report was taken as read as Chair of Sports Council was not in attendance.
- Questions regarding the report to be emailed in.

4f. Societies Council Report

Noted:

- Report was taken as read as Chair of Societies Council was not in attendance.
- Questions regarding the report to be emailed in.

5. Byelaws

Noted:

- The proposed Byelaws were circulated prior to Student Council.
- No recommendations or amendments were received prior to the Student Council.

Discussed:

- It was noted that 5.2.1 is stated twice, it should be 5.2.2.
- The Byelaws will not come into effect until Friday.
- The Chief Executive James Brooks was commended for the work undertaken to produce the Byelaws.
- The Byelaws are important for the Union.

Agreed:

- The proposed Byelaws were approved by assent.

6. Standing Orders

Noted:

- Standing Orders are imbedded within the Byelaws. Diversity Groups are not as effective as they should be with their primary purpose often being social rather than representative.
- Standing Orders can be amended and added to and be brought to Student Council for approval.
- Having Standing Committees means that Groups do not disband if positions are unfilled.
- There are four Diversity Groups with Part Time Officer positions available.
- It is hoped that any unfilled positions and the Women's Officer positions can be voted for during Course Rep Elections.

Discussed:

- It was proposed that Standing Order 2005 should be amended as it currently goes against the Unions zero tolerance policy as it restricts males from joining and is exclusively for females or those who self-define as. It was proposed that 'those of who have an interest in' should be added to who can be a part of the committee and not exclusive to females or who self-define as.
- As there was an amendment noted, each Standing Order was approved individually by vote.
- A speech for an amendment in Standing Orders Governing the Women's Committee 2005 was made. It was proposed that it should include the stipulation 'those of who have an interest' which is stipulated in all the other Standing Orders.
- A speech against the amendment was made. The Standing Order 2005 is for those who are females and self-define as to have a safe environment on campus to discuss issues. It was reported that the national movement for women committees specify that they can only be females.
- A male can attend by invite only on permission by the Chair.
- It was questioned why the Women's Group should be treated differently to other groups.

- LGBT is not based on gender but sexuality.
- Associate membership is available for those who have an interest.
- It was proposed that the discussion should be opened up to female attendees to present their views on the topic.
- It was suggested that the Standing Orders should be the same or each should be specific.
- A Procedural Motion was proposed to delay the approval of the Standing Order 2005 and bring it back to the next Student Council.
- It was noted that Standing Orders need to be approved as soon as possible.
- An emergency meeting of voting members was proposed to be held.
- Members were asked to come forward to the front of Council for discussion.
- It was questioned why there was not a Men's Committee.
- A Men's Committee could be created should students wish to create one.
- A second speech against the amendment was made. It was noted that the Member had attended a Women in Leadership Conference and believed that Women should have a safe space to go. If men wanted to attend they would need to ask for permission.
- It was questioned if the other Standing Orders could specify exclusivity.
- Standing Orders 1001, 1002, 2001, 2002, 2003 and 2004 have already been approved by assent. Individual Motions would have to be drawn up to amend the Standing Orders which have been approved.

Vote:

Amend Standing Order 2005 to include 'those who have an interest'.

For: 2, Against: 8, Abstained: 6

Vote

Standing Order 2005 to be approved without amendment.

For: 11, Against: 0, Abstained: 5.

Agreed:

- Standing Orders 1001, 1002, 2001, 2002, 2003 and 2004 were passed by assent with no questions or amendments.
- Amendment to 2005 did not pass. Standing Order 2005 was passed with no amendment.
- Standing Orders 3001, 3002, 3003 and 3004 were passed by assent with no questions or amendments.

8. Motion on the Immigration Bill

Noted:

- The Motion came to the previous Student Council but due to quoracy levels was unable to be voted for.
- Letters were given to Lincoln MP Karl McCartney opposing the Immigration Bill.
- President Dan Sam has been invited to meet with a Lord to discuss the Immigration Bill.
- No speech against or to abstain the Motion was made.
- President Dan Sam was commended for his hard work.

Agreed:

- The Motion on the Immigration Bill was passed.

9. Student Open Session

The name of the 'The Shed' Referendum

Noted:

- Student population were asked to send in suggestions for renaming The Shed which would be used as part of The Name of the 'The Shed' Referendum.
- It was suggested that the name of The Shed did not change.
- Not many names were received for renaming of The Shed. Suggested names received were The SU, SU Bar, SU Pub, SU Pub and Restaurant, Your SU Bar, Your SU Pub, Your SU Pub and Restaurant,

SU Courtyard, The Courtyard, SU Swan Bar, SU Swan Pub, The Lounge Bar and Restaurant and the SU Hub.

Discussed:

- It was questioned if The Shed should be discussed within Student Council as it was stipulated that it would be independent from the Union. Motions regarding The Shed could not be brought to Student Council.
- Commercial viability of The Shed will not be questioned within Student Council but will be at the Board of Trustees as they hold responsibility for Finance and Strategic development.
- The Shed is run by the Limited Trading Company not the Charity.
- It was noted that the Executive felt that they didn't have the right to choose the name of The Shed.
- It was proposed that as the Union is a student led organisation, it was important that student opinion was gathered on the topic.
- It was proposed that the Page 3 referendum used resources up on an issue which was not really popular.
- It was reported that the Page 3 referendum had arguments for and against doing it.
- It was asked if the Union could get an independent marketing company to do market research for the topics for referendum to ensure quoracy levels of 10% are reached.
- The Union's strategy is based on the same quoracy levels being reached.
- The opinions of Members were noted as being important.
- There is often confusion over the Engine Shed and The Shed.
- It was suggested that the Engine Shed should change its name.
- It was proposed that students were more concerned with the refurbishment of The Shed and not its name.
- New furniture has been brought for The Shed.
- It is important to keep up with the maintenance of The Shed. The name is also important.
- It was suggested that Student Council is a small group and not representative of the student population. A referendum would get campus opinion.
- The referendum will be done by STV with a minimum of 72 hours voting time.
- It was suggested that quoracy levels are often not reached during referendums.
- It was reported that the atrium has a box where suggestions could be submitted which could be adopted by the Union to gather a wider consensus of student opinion.
- A referendum allows all students one vote and an equal footing.
- President Dan Sam noted that the discussion regarding the referendum was focusing too much on the process of it and asked for suggestions of names for The Shed.
- The Swans Nest, Brayford Arms Down and Stout were suggestions for names of The Shed.
- It was suggested that the topic should be opened to consultation to get student opinion before bringing the topic to Student Council.
- The Executive asked for student opinion prior to Student Council but did not receive many suggestions for names for The Shed.
- The Executive were asking Student Council for suggestions and not if a referendum should be called. It is the Executive's decision to call a referendum.
- It was reported that University Catering are rebranding with one of the options being a swan.
- It was suggested that the Union should not waste money on holding a referendum and get a merchandising brand agency to review the naming of The Shed.
- The resource of hiring a merchandising brand agency would cost more than the Union resources.
- It was reiterated that the naming of The Shed was being discussed and not the process involved.
- It was questioned if the topic should be discussed as there is not a lot of interest in it.
- President Dan Sam noted that students thought that there was going to be minimal interest in the Page 3 referendum. Members were encouraged to talk to first and second years as they reportedly hold a different opinion as they do not understand the cultures/traditions of the Union.
- The Executive have a list of all the names listed on The Shed Facebook page. A list of A-Z suggestions has been compiled.
- Goose Deathroy was suggested as a name.
- The Nest or Swans Nest was suggested. A Member noted her support for The Nest.
- Members were encouraged to send in their suggestions for the renaming of The Shed.

10. Any Other Business

Noted:

- There is a postgraduate open day on 8th March for third years.
- Careers are running a student employability event all next week.

I certify that the above minutes are a true and accurate summary of the meeting held on 17th February 2014, and have been approved by Student Council. These minutes will now be publicly available.

.....
Name (Chair)

.....
Date

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