



Minutes of the Meeting of:

University of Lincoln Students' Union Societies Council

Held on 7th February 2014,

12 noon – 2pm

Cargill Lecture Theatre, Main Administration Building

1. Present

Chair

Connor Burton (Societies Officer)

Societies Representatives:

ABEAST; ACS; Anime; Assassin; Business; Cinema; Comedy; Comic Book; Conservative; Creative Advertising; Creative Writing; Debating; Disney; EDM; Enactus; English; Feminism; Film Making; Forensic Psychology; Gaming; Gender Neutrals Support; Harry Potter; History; Hong Kong; Illustration; Investing; Islamic; Journalism; Juggling; Larp; Law; Liberal Youth; Life Sciences; MAPR; Medical; Musical Theatre; Paintball Society; Photography; Politics; Psychology; Rock; SciFi; UNICEF

Emerging Societies Present:

Instagram Society; Lincoln Chinese Christian Fellowship (LCCF) Society; UoL Engineering Society; UoL Baking Society

Also In Attendance:

Charlotte Greenley (College Officer for Social Sciences); Dan Sam (VP President); Amy Noble (Volunteer Support Worker); Joe Burt (VP Activities); Ian Johnston (Membership Services Manager / Deputy CEO); Tracey Revill (Activities Co-ordinator); Jo Buckler (Activities Support Worker)

Apologies for Absence

Apologies of absence were received from Creative Advertising Society, the rock Society and the Dr Who (emerging) Society.

2. Minutes of Previous Meeting

The minutes of the previous meeting were agreed as an accurate record.

Approved: 27 Rejected: 0 Abstained: 3

3. Matters Arising

No matters arising.

4. Academic Societies Working with Course Reps

Charlotte Greenley (College Officer for Social Sciences)

- A connection between societies and the schools would be beneficial to all and student engagement champions are there to encourage and facilitate communications between students and staff.
- A list of the names and email addresses of student engagement champions and senior reps for the college of social sciences would be circulated after council.
- Concern was raised by some attendees at council that when working with schools and organising trips, non-members cannot go on these trips and there seems to be little support from Activities.
- It was clarified that if a trip is done with financial assistance from the school it is not an Activities trip. The student will need to organise it independently.
- Students were invited to discuss this after council with the Activities Department.

5. Volunteer Logs

Amy Noble (Volunteer Support Worker)

- Students were reminded of the importance of logging and getting authorised signatures for their volunteer work in order to claim their certificate, at the end of the year.
- The dead-line to submit volunteer logs in is 30/04/2014.
- Logs were available for collection at the end of council and also via the Student Union website.
- Preparation time counts towards volunteer hours and therefore can be logged.
- Volunteering for more than one society can also go on one log.

6. Apply for Development Funds

Connor Burton (Vice Chair)

- The importance of applying for development funds before the end of the year was emphasised.
- The dead-line for submitting development funds to Activities is 12 noon on the Thursday, one week before council.

7. Finance Training

Connor Burton (Vice Chair)

- Finance Training has recently been provided however there had been a poor up attendance for this.
- Out of 50 available places only approximately 20 were taken up.
- As there have been several newly emerging clubs and societies recently, Finance will offer further training in the near future.
- Treasurers, who have yet to complete this training, were advised to sign up to a session when these become available.
- Additional committee members can attend Finance Training with the Treasurer to support the process but ultimately it is the Treasurer who is still responsible for the finances.

- Activities are in the process of looking at a system of facilitating training more efficiently whereby training would be broken down into smaller sections.
- This will be made available on the Students' Union website, in order for committee members to look over it during the summer period.
- Any suggestions or improvement will be welcomed by Activities.

8. Printing Procedures

Connor Burton (chair)

- Guidelines must be adhered to when printing, for consistency.
- Correct Students' Union logos must be used and material must be checked by the Communications or Activities Teams, before printing multiple copies.
- Dark background colours should not be used as the date stamp cannot be seen.

9. LPAC – Current User Levels

Joe Burt (VP Activities)

- LPAC are now charging for studio hire, whereby students have to pay to use the facilities (currently £20 per hour).
- Performing Arts students often get priority over societies.
- Some Societies want to use media equipment but there seems to be a lack of communication with LPAC regarding this.
- LPAC will not let Societies block book, which is causing issues.
- Proposed discussions to liaison with LPAC and students to be added to the next council agenda.

10. Emerging Societies

Mental Health and Wellbeing Society

Did not attend council.

Rotaract Society

Did not attend council.

Instagram Society

£5 membership

- Proposer talked about the historical benefits of Lincoln and the opportunities this Society offers to photographers.
- Plans to showcase photos and to pick the best one of the month, collaborating pictures from Lincoln and surrounding areas such as Nottingham.
- Equipment needed would be a smart phone and a camera.
- It was noted that there is already an existing Society that organises instagram walks, therefore this would be a conflict of interest.

- A Facebook page already exists for Photo of the Week showcases.
- The emerging Instagram Society has received 8 expressions of interest on Facebook.

Approved: 0 Rejected: 21 Abstained: 11
Not Approved

Lincoln Chinese Christian Fellowship (LCCF) Society
£5 membership

- LCCF to meet every Wednesday for Bible study, to talk and help with general cultural adaptations.
- Aim to teach English in the Mandarin and Cantonese way, helping students to translate, in social situations and with University work.
- There is already a Christian Fellowship but LCCF want to focus on Chinese and counselling.
- The Society will be open to others joining and not just to Chinese students.

Approved: 31 Rejected: 0 Abstained: 1
Handbook Received: Advised to make appointment with TR for an hour's instruction. Society will receive handbook then.

University of Lincoln Engineering Society
£20 membership

- A lot of faculty members want to get involved with students and the best way to do this is with a society.
Several projects are planned: Building rigs to take to schools; open days, to help the school reputation; encourage others to get involved with engineers.
- Membership fee will cover materials for projects; rent; engines and metal.
- School tools can be used, which will reduce costs.
- The membership price will reduce as our membership grows.

Approved: 32 Rejected: 0 Abstained: 0
Handbook Received: Advised to make appointment with TR for an hour's instruction. Society will receive handbook then.

Leadership International Society
Did not attend council.

University of Lincoln Baking Society
£6 membership

- Plans to do bake-offs and hopefully collaborate on events with the Islamic Society.
- A local restaurant has been contacted to use/hire facilities for the Society.
- Plans to hold workshops and have themed bake-days.
- Other societies can supply ingredients that the UoL Baking Society will bake and profits can be shared accordingly.
- The membership fee will cover the costs of ingredients for members.
- Bake at home and also use a local restaurant's facilities.

Approved: 32 Rejected: 0 Abstained: 0

Handbook Received: Advised to make appointment with TR for an hour's instruction. Society will receive handbook then.

11. Development Fund Requests:

Development Funds Currently Sits At: £4,475

Law Society requested **£400** for their Annual Law Ball.

- The Annual Law Ball will cost approximately £5000.
- Aim to raise the profile of the Law School with this and the profile of the Students' Union.
- Raising the Law Society profile will help get sponsorship in the future.
- The £400 will go towards decorating the venue, external guests and entertainment.
- Ticket prices are: £30 members; £35 non-members.
- It is to be held on 27th March 2014 at the Assembly Rooms.
- There will be awards presented.
- Anticipated capacity is 150 but this is flexible. If 150 tickets are sold then the venue is free.

Approved: 28 Rejected: 0 Abstained: 3

Islamic Society requested **£250** for Discover Islamic Week

- There are five lectures planned.
- The fund will cover seven speakers at £40-£50 travel expenses per speaker.
- There will be a Mosque Open Day.
- There will be a local nursery visit (DBS checks are not required as there will be a nursery staff member in attendance at all times).
- The aim is to incorporate Go Green Week and will interest students from other Societies.
- There will be a Movie Night and Games Night.
- A Bake- Off is also planned.

Approved: 31 Rejected: 0 Abstained: 1

12. Lincoln Paintball Society – Face-Off Challenge

Michael Ruddick (Paintball President)

- The Paintball Society plans to hold a monthly challenge, competing against other societies.
- Twenty people per team are needed.
- The aim is to ultimately be able to challenge other universities.
- The cost will be £15 per member and that will provide armour and guns with 200 paintballs each.
- The opposing Society would be expected to pay for half of the travel costs.

- Expressions of interest should be made to the Paintball Society via email or Facebook.
- Anticipated location is Delta Force Paintball, Leewood, Leeds.

13. Varsity

Joe Burt (VP Activities)

- Tickets for Varsity are now on sale at the Students' Union reception.
- Every ticket holder will get a t-shirt and foam finger.
- There are different ticket types available: including travel on evening bus for entertainment.

14. Society Showcase

Joe Burt (VP Activities)

- Any Societies who are interested in the Showcase are to email VP Activities.

15. Low Membership Numbers

Joe Burt (VP Activities)

- Ratification was explained and how low-numbered (less than 15 members) Societies cannot vote.
- VP Activities asked attendees if a society with less than 15 members should be brought before council, similar to emerging societies, and voted on again.
- Some low number Societies require extra help and were advised to see Activities after council.
- Care should be taken when dealing with sensitive societies. Some members would feel isolated if their society was suddenly disbanded.
- Some Societies would like to advertise on the Students' Union web page; posting events.
- The Students' Union and Sabbatical Officers' Facebook pages could also advertise Societies.
- Un-ratified societies, failing to reach the minimum quota of 15 members cannot reapply with the same criteria/committee.

16. Student Open Discussion Session:

No items for discussion/resolution by non-council members.

17. Any Other Business:

Kit Branding

- Attendees were asked if they would want universal branding for hoodies etc, possibly in Lincoln University colours.
- Council attendees were asked to vote on whether to hold a forum to discuss kit branding, separate to the forum for the Sports Clubs.

Approved: 9 Rejected: 7 Abstained: 14

The kit branding forum was rejected

- VP Activities invited Societies to come to the kit branding meeting that is being held for Sports Clubs.

Committee Elections

- A new online system for the Activities Committee elections is being actioned.
- All clubs and societies have been emailed with details and were requested to confirm committee positions with the Activities Co-ordinator ASAP so that details can be finalised online.
- There was concern that people would not vote online as response to emails is usually poor.
- It was suggested that Societies could have a facility at their AGM for students to vote there.

18. Date of Next Meeting

The next Societies Council meeting will take place on Friday 7th March 2014, in the Cargill Lecture Theatre MB0302, from 12 noon – 2pm.