



Minutes of the meeting of the Board of Trustees held on Tuesday, 23rd August 2011 in the Boardroom Paisley Students' Union commencing at 10am.

Cara Lee, DPEW, in the Chair.
Meeting Commenced 10.08am

Sederunt

Garry Quigley	President (Pres)
Cara Lee	Depute President Education & Welfare (DPEW)
Samantha Phillips	Campus President Hamilton (CPH)
Laura Wiggins	Ordinary Trustee Ayr (LW)
Scott Winchester	Ordinary Trustee Paisley (SW)
Stuart McCabe	Ordinary Trustee Paisley (SM)
Nick Targontsidis	Ordinary Trustee Paisley (NT)
Paul Friel	Ordinary Trustee Hamilton (PF)
Adam Kenyon	Ordinary Trustee Hamilton (AK)

In Attendance

Caroline Sharp	General Manager/Returning Officer (GM/RO)
Andrew Taylor	Welfare, Campaigns & Activities Coordinator (AT) (for parts)

Apologies for absence –

Alison Aitken, Ordinary Trustee Ayr (AA)
Daniel Copithorn, Campus President Ayr (CPA)
Alastair Adamson, Sports President (SP)
Scott Winchester, Ordinary Trustee Paisley (SW) – apologies for late arrival.

1. Minutes of previous meeting.

a. Acceptance

Minutes from the previous meeting (20110729) were agreed as an accurate record.

b. Matters arising

Minute 4c (Smoking Policy update) – President updated that Ayr seems to be the only campus remaining with a problem (due to objections from the Campus Director) and that this is to be discussed with the Dean of Students.

Minute 6a (Honorary Life Membership) – President advised that all those awarded Hon Life Membership at the last meeting had been informed.

Minute 4f (SAUWS Re-rebranding) – LW updated on difficulties making contact with lecturers (partly due to holidays and partly due to the campus relocation) but is expecting a call back soon.

Minute 4k (EPOS for Hamilton cost approval) – CPH advised that an EPoS terminal has now been ordered for Hamilton bar.

Minute 4b (Hardship Fund update) – DPEW asked for confirmation of the reason for the missing Hamilton information, particularly if it was because there were no appointments, or because the information wasn't sent to AT as requested? CPH advised that as of yesterday the information has now been updated in g drive.

Minute 4p (TV installation, update from SSUK CCTV and TV installation) – CPH advised that the offer which she previously put forward to the board is not able to legitimately supply football coverage and therefore it will no longer be pursued. CPH is now obtaining quotes

from Sky. This will be continued under AOCB.

2. Reports of the Office Bearers.

a. Acceptance –

- i. President – written report. President confirmed that work on RUK fees has been a priority over the last month, in addition to attending APL training last week. DPEW asked about progress on the strategic plan and President advised that a system for measuring progress is being worked on. This uses a data base system and is the same model used by UWS Library and the University of the West of England. This will be sent out to the Board for consultation in due course. President confirmed that the meeting with MSP's has to be rescheduled due to lack of availability of MSPs. Report accepted.
- ii. DPEW – written report. Sparqs rep volunteering meeting went well, this was a follow up to the focus group held at NUS Scotland offices in June. There were concerns expressed over keeping track of details of reps. Although Kim MacIntyre's post will no longer have direct involvement with the student rep system, there will be someone within each faculty with responsibility for passing on names of reps. DPEW reported that the meeting with ICT to discuss student issues confirmed that wifi at Thornly Park should be fixed, but that Underwood is not going to be upgraded. ICT agreed to follow up with DPEW for additional information (although this has not happened yet). It was suggested that monthly meetings take place between DPEW and David Johnston (Assistant Director of ICT) to keep on top of issues as they arise. DPEW will chase these up. CPH asked if there were still SAAS issues due to missing course information and DPEW advised that AT is following this up, but that there had been no further student complaints since this. The Volunteer accreditation meeting discussed progress made so far including that the intern has completed the silver level training and is now working on gold training. DPEW also reported that SEG minutes show that funding was promised from student link budget to support this work although this is now proving hard to access. Bookkeeper is chasing this. It was confirmed that the vote on RUK fees will now take place at the end of October rather than November as previously thought. DPEW has been chasing other SA's regarding their stance. Report accepted.
- iii. CPA – written report. Report not accepted due to absence of CPA (with apologies) and will be deferred to next meeting for acceptance (so it can be questioned).
- iv. LW – written report. Report accepted.
- v. CPH – written report. CPH reported that she has been painting the ladies and signage. President noted that UMH believed that CPH had attended the Sparqs training on 2nd August although the report states that CPH was off sick. CPH advised that she has since spoken with UMH regarding this. CPH reported that the main Hamilton Freshers' events would be a cheesy pop night (sponsored by McLellan cheese), a neds and geeks party, beech party, etc. President requested that information on events is forwarded to all sabbs so that they can decide which events to attend. CPH stated that she is grateful to cross campus sabbs for coming to Hamilton campus. President asked about the meeting with Ian Patrick regarding smoking and CPH advised that he had thought that the Union closed at 6pm daily, and is only prepared to allow smoking when there is an event on and only after 9pm when the rest of the campus is closed. President noted that there is still work to be done on this policy and asked for all thoughts / comments to be passed to President by Monday to take to Dean of Students. GM noted that once again no self certificate has been submitted following absence. Gm noted that this needs to be submitted immediately on return to work following every absence. CPH agreed that this would be submitted directly after the meeting.
- vi. SP – written report. Report not accepted due to absence of SP (with apologies) and will be deferred to next meeting for acceptance (so it can be questioned).

- vii. NT – oral report. Reported going to Xscape and talking to the woman from the DSUK (disabled snowsports). Is going down tomorrow to work with a spinal unit which comes in from the hospital. Thinks it is important to put across that anyone can get involved in any of the sports, including snowsports. This group take people off to Canada and encourage them to snowboard independently. NT plans to get really involved in this this year.
NT left the meeting at 10.40am to take a phone call, returning a few minutes later.
- viii. SM – oral report. Has nothing to report. President agreed to set a task for SM to define how he can be involved / help with Freshers' activity of SAUWS.
- ix. AK – oral report. Reported concentrating on 'oot and about' society work and has been into the union to see CPH.
- x. PF – oral report. Reported having popped into the union a few times to see CPH and Ashley socially. Has tracked down something for AK for 'oot and about' – quote for paintball session at East Kilbride.

DPEW drew the Board's attention to an item in the minutes of the previous meeting where it was recorded: 'President reminded Ordinary Trustees that written reports are required to be submitted on the discharge of their duties and that oral reports would not be acceptable in future.'

b. Sabbatical Holidays –

- i. DPEW – 12th and 13th Sept requested.

10.40am SW joined the meeting.

3. Reports from Committees etc. – none.

4. Business Introduced by Office Bearers.

a. Create

President – introduced discussion on this previously mentioned topic. We currently have an informal relationship with this community group who rent our facilities for their events, and President has been investigating whether this is in conflict with our charitable purposes. President has now met with leaders of Create and has a follow up meeting arranged. President asked for the Board's input into what should be included in a partnership agreement. Some suggestions were made and President will work these into the draft.

b. Scottish Government Consultation Response

President – advised that a statement has been circulated and agreed previously. We now need to compile a more lengthy and detailed consultation response. DPEW stated that any fees should be kept as low as possible. NT stated that we need to get as many other Scottish SA's on board as possible, and that UWS couldn't justify having a fee level equivalent to eg St Andrews or other more prestigious institutions. The current Legal challenge was briefly discussed. President stated that the briefing has been sent out and the Board agreed that they had no more points to add.

c. Inductions

SRCoord – advised that all inductions are now booked into the calendar and SRCoord asked for the support from the Ordinary Trustees to assist with these. SRCoord explained that there is a presentation to be given and sign up sheets to be handed out. She also asked for Ordinary Trustees to email her with their availabilities and made it clear that they would not be asked to present, just support one of the sabbs. SRCoord confirmed that there were no questions, and everyone agreed to help. DPEW reminded of motions training taking place straight after BOT.

d. Priority Campaigns

DPEW / Welfare – updated on activity agreed at campaigns meeting for the benefit of those who were unable to attend. RUK lead is President, Halls prices lead is CPA, Feedback lead is DPEW. There is another campaign which hasn't been planned yet. This is healthy body healthy mind campaign. SP and DPEW will take the lead on this one. This will be planned in conjunction with NUS activity. DPEW raised that the RUK

campaign will require additional staff resource and that this will affect the funding of the other campaigns. There is also funding allocated for a Hamilton specific campaign, although this has not been planned due to the absence at the campaigns meeting of CPH.

5. Motions – none.

6. Elections

a. Hon life membership

i. John Frew

Proposed by President, seconded by LW. The Board voted unanimously in favour. President agreed to follow this up.

7. AOCB

a. CPH – Sky

CPH advised that Hamilton Union has had a site survey and installation will cost £110, subscription £431 per month including sports package. The Union will stay open on nights that football is on. CPH expressed that not having football has had a catastrophic effect on levels of business. CHP also noted that there may be extra cabling charges. CPH advised that this has all been included in the Hamilton budget.

b. NT – Ents Committee

NT talked about how there are a lot of ents oriented students who have shown an interest in attending this committee.

c. SW – report of office bearer

Due to late arrival, SW gave his report at this stage in the meeting. SW – oral report. Illness and resits means not much done.

DPEW again confirmed the need for a written report to be submitted by all Trustees.

8. Staffing.

Staffing minutes continued on a separate sheet.

Date of the next meeting: Thurs 6th October, 2011 at 1pm.
Nick Targontsidis, Ordinary Trustee Paisley, in the Chair.

Meeting Closed 12pm.