



UPSU - UNION COUNCIL
Thursday 13th December 2007 4.00pm
Function Room 2, The Student Centre

MINUTES

- 1. Apologies For Absence**
- 2. Minutes Of Previous Meeting**
- 3. Matters Arising And Action Points From Those Minutes**
- 4. Officers Reports**
- 5. Committee Updates**
- 6. Membership Issues**
- 7. Motions:**
- 8. Events coming up**
- 9. Date And Time Of Next Meeting**

Present:

Steve Topazio (Union Council Chair, Course Rep Exec Chair)
Simon Leach (Sports Officer),
Kat King (Student Support Officer),
Alex Harries (Media & Publication Officer)
Ben Norman (Student Activities & Development Officer),
Sarah Blatchford (Society Exec Chair)
Brian Fichardo (VIP Chair)
Joe Dickinson (RAG Chair) (Arrived Late)
Elaina Sperring (AU Chair)
Norman Fider (EED Chair)

In Attendance:

Rena Ellis (Chief Executive)
Steve Baker (Membership Services Manager)

Observers:-

Harriet Sutherland Kay
Jenny Leggot

1. Apologies For Absence

Apologies for absence were received from Gamel Oki (Media Chair), Andy Machin (Education & Representation Officer), Elle Gray (President), Jo Dewen and Joe Dickinson is on route to meeting.

2. Minutes Of Previous Meeting

The minutes of the previous meeting were reviewed and it was agreed that they were an accurate reflection of matters discussed in the last meeting and were duly approved and signed off.

3. Matters Arising And Action Points From Those Minutes

- 1. Union Council to suggest mechanism for allocating 4 places left to NUS Conference.**

KK stated that the places should in principal goes to Sabbatical Team for next year. HS asked why only two current Sabbaticals had put

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 themselves forward for Conference. ST stated that this would be a personal decision. SL stated that he was prepared to answer this question and stated that he is not a fan of NUS and doesn't feel the Conference works. KK stated that if she is elected next year she would like to attend. AH stated that he is not fully aware of NUS process and felt that he would be doing the students the Sabbatical Team represent a better service by allowing a place to be free for a student who is better aware of this process. However if there is a free place he would be happy to go.

4. Officer Reports

Presidents Report – EG had submitted a written report. In her absence BN asked for her report to be taken as read. BN highlighted the following points: -

- In the name of accountability and transparency the Sabbatical Officers have been asked to declare their interest, be that membership of clubs or societies, business interests or affiliations they may have anything that may be a direct conflict of interest on their job. BN stated that currently he was not sure if this would be a constant update or a one off. However all officers would declare all their interests.
- The UoP had one the Times Higher Education Award for “Outstanding Student Financial Support Package”.

Sports Report – SL had submitted a written report. SL asked his report to be taken as read.

Student Support Officer Report – KK had submitted a written report. KK asked for this report to be taken as read. KK updated the membership on the following points: -

- Campaign on Staff / Student Bullying which she is working with The UoP.
- Equality and Diversity week which she would be working with Norman Fider on.
- Union Council Training session held.

NF stated that the EED Council had also abseiled for charity.

Education and Representation Report – AM submitted a written report. SL asked that this report be taken as read.

Media and Publication Report – AH had submitted a written report. AH asked that his report be taken as read. AH confirmed that he is a member of New Music and Pure Societies. AH confirmed that he has details of the hours he has worked over the last month.

SBI asked how many copies of Pugwash News and Purple Wednesdays are being produced. AH stated that 3,000 are produced per issue.

Student Activities & Development Officer – BN had submitted a written report. BN highlighted the following points from his report:-

- BN stated that he is a member of the Socialist Party.
- Listed the meetings he had attended this month.
- Volunteering events taken place were Santa Little Helper and OAP
- The UPSU volunteering team won the Higher Volunteering Awards.
- STAND training has finished for this semester. BN highlighted he would be working on advance training for next semester.

- Currently working on Societies Constitution, handbook and implementation of the Star System which is an incentive based system.
- Campaign Coalition are working on two campaigns The Islamic Prayer room and Free Education campaigns.

ST noted that Societies Council took place on 12th December 2007.

5. Committee Updates

VIP Chair – BF highlighted that there is an opening on the Committee which he hoped would be filled in the new year. BF reiterated that the VIP team had won the Higher volunteering award. BF thanked the volunteers who helped with Santa's Little Helper and OAP Dinner. BF stated that they are working on new projects for next year.

Society Chair – SBI reiterated that they are working on the Star System which would help to allocate awards at the end of year in a fair and democratic way and hope to introduce it in the New Year when they would introduce it to Societies Council. Things that will include would ensure attendance at Societies Council, training, getting budgets in on time and involving them in Pugwash and Purple Wednesday. SB stated she was been involved in the Campaign Coalition.

RAG Chair – JD highlighted the new advertising campaign which they are working on, a new campaign which will be rolled out in the next semester with a new look RAG. Hoping to change the way that RAG is viewed. Getting students involved. JD stated that they had mocked up a new website.

Sports Chair – ES highlighted that the Naked Calendar was very successful and went out on time. ES stated that they have implemented lots of new bits in Purple Wednesdays. ES stated Tour is ongoing. ES stated that the AU Exec participated in the Sporto Dance off last week and raised £200. Plans for next year are to improve the webpage making it more accessible and ideas for helping clubs to develop and push themselves next year.

EED Chair – NF stated that he is working with BN about the issue of the Islamic Prayer Room.

Course Rep Chair – ST stated that they had met with Rebecca Bunting (Pro-Vice Chancellor) where they discussed issues with printing credits, the rules have been changed to 200 a year. The new system includes double sided printing. Anonymous marking was discussed, all work with certain exceptions should be anonymously marked. Lecturer preparation, which is something that the Associate Deans will be taking forward.

6. Membership Issues

Sports Clubs

Jenny Leggott stated that the Polo club has recently been approached to merge with the riding club. Is this likely to happen? If so it has direct implications to both clubs. SL stated that this decision was entirely up to the clubs. SL stated that there is no pressure its entirely up to the clubs.

Ongoing Issues

HSK asked what is going to happen about set office hours with regards to the motion that was defeated last month. HSK asked if there is going to be a time when Sabbatical Officers will have to be in the office and if they are going to ask for holiday time. KK explained that the Sabbatical Officers will now be

completing time sheets so students can see when the Sabbatical Team are in and out of office. KK stated there are no set times but core hours of 35 hours a week need to be worked. If you are having a Wednesday afternoon off you are expected to show on your time sheets that the hours have been made up. KK stated that the Sabbatical Team have 26 days holidays which has to be pre-booked and approved by the President.

SBI asked if there is a time when students know they will be able to come in and see Sabbatical Officers. Could there be set times when Sabbaticals are available for students to meet with them. SL stated that he didn't think it was that simple, in his role he knows that there are some weeks when he will have to be out in meetings, things do change, however Sabbaticals are contactable by phone and e-mail.

NF expressed that there should always be cover in the Sabbatical Office. BF stated that there are usually some staff around. KK stated that to the best of their ability try to maintain some cover in the office. AH stated that if everyone had any ideas on how the Sabbatical team could be more accessible to come in and speak to them.

SBI stated that she knew that AH had drawn up a timetable that the Sabbatical Team completed each week so even if they were not in you could have a look and see when they are next in. Maybe this could be reviewed and re-implemented.

RE stated that the Sabbatical Team work core 35 hours a week which are dictated by business levels, unfortunately sometimes there are some unforeseeable gaps but The UPSU endeavours for the office to be covered at all times. RE noted that Jo Dewen does keep a central diary upstairs should students wish to book an appointment with a Sabbatical, RE stated that information would be made available to students. RE stated with regards to holidays the Sabbatical Team need to fulfil the same conditions as paid members of staff.

NF stated that often students don't know where to go. RE stated that The UPSU needs to make this information available to students. BF stated that a map should be helpful. RE stated signage in the whole building would be reviewed in January.

7. Motion

Halls Exec should be included at Union Council.
Proposed by Katherine King
Seconded by Ben Norman

Votes regarding the motion as follows:

For 12

Against 0

Abstain 0

This motion was passed.

8. Events Coming Up

The Enemy 13th December 2007

Nominations for Elections – 28th January and close 18th February 2008

Inter Society Event in February 2008

Refreshers Fayre 13th February 2008

School of Rock

LGBT

9. Date and Time of Next Meeting

The next Union Council will take place on 17th January 2008 at 4pm in Function Suite 2.