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**Union Council**

**23/01/20**

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| **Present, Apologies and Quoracy** |
| Chair of UC,no voting rights |  Union Council Chair - Bran Carr-Malloch |
| Part-time Officers, full voting rights | Disabled Students Officer - Liz StaplesPostgraduate Officer - Martins AkhemigbezeInternational Students Officer - Oluwatimilehin Ajibode (Timmy)Welfare Officer – Alex Butters Mature Students Officer – Louise CrichtonLesbian, Gay, Bisexual, Transgender + (LGBT+) Officer - Molly Austin-KnightTransgender and Non-Binary Officer – Mike JonesEnvironment & Sustainability Officer - Jannike Smye**Co-Opted During The Meeting** Women’s Officer – Joyita Ashton-Smith **Vacant Roles**Faith & Belief Officer Partner Institutions Officer  |
| School Reps, full voting rights | Plymouth Business School – Perran JohnsonSchool of Psychology – Tafadzwa NyambuyaPeninsula Dental School - Tej MorjariaSchool of Biomedical Sciences – Janson YuenSchool of Biological & Marine Sciences – Willow MoodySchool of Engineering, Computing, & Mathematics – Sophie NettingInstitute of Education Deputy – Will Robinson **Co-Opted During The Meeting** School of Law, Criminology & Government Representative – Jessica Ubani  School of Nursing and Midwifery – Emma Collins  |
| Sabbatical Officers, full voting rights | VP Education – Millie GreenVP Sport – Verity LemmVP Wellbeing and Diversity – Bitty Inyang (Walter) VP Activities and Development – Chukwudi Ezenyi (KC) |
| Other attendees, without voting rights  | UPSU Chief Executive – Gina ConnellyRepresentation and Democracy Manager – Tracy Priestman (Minute Taker)Representation and Engagement Co-ordinators – Steph Martin**Vacant Roles**Chair of Accountability Board Accountability Board Member  |
| Apologies  | Institute of Education – Emma QuinnSchool of Humanities & Performing Arts – Paige O WilliamsSchool of Art, Design & Architecture - Will StylesSchool of Health Professions – Luke McRoy-JonesSchool of Engineering, Computing, & Mathematics – Sam Duffield School of Geography, Earth & Environmental Sciences – Paris SongAcademic Officer - Sandra Chiamaka IkehWelfare Officer – Alex ButtersBlack, Asian and Minority Ethnic (BAME) Officer - Simran TakUPSU President – Matilda Fraser |
| Not present at the meeting and did not send apologies  | Peninsula Medical School – Sophie Schenk |
| Quoracy | In order for a motion to be passed 75% of the elected voting members need to be present, quoracy prior to co-option was 22, After co-option quoracy rose to 24 |

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| **Minutes** |
| Welcome  | The Chair welcomed everyone in attendance.  |
| Matters from the Last meeting | There were no matters arising.The minutes were accepted as an accurate record of the meeting. |
| Notice of Any Other Business | None  |
| Matters to Discuss | Co-Option Of Remaining Roles  |
| **Representative for School of Law, Criminology & Government**James HennesseyJessica Ubani For James: 5 votesFor Jessica: 13 votesAbstentions: 0 votesJessica Ubani was co-opted onto Union Council and given full voting rights going forward. **Representative for the School of Nursing & Midwifery**Emma Collins: 18 VotesAgainst: 0 Votes Abstentions: 1 votesEmma Collins was co-opted onto Union Council and given full voting rights going forward**Women’s Part Time Officer**Joyita Aston-Smith: Unanimous Joyita Ashton-Smith was co-opted onto Union Council and given full voting rights going forward.   |
| Chief Executive Officer Update – Gina Connelly  |
| * Busy start to the term with Refreshers fair, elections and Varsity coming up.
* The kitchen is not complete, it should be ready soon but may not be open for trading until next year. The University have assisted with funding the additional unexpected costs.
* Prior to reforecast budgets were £35K less than predicted, these will be reforecast and finalised in the next month or so. Gina reiterated that this is not a loss, just less than predicted.
* CEO recruitment continues. The longlist of 7 has been shortlisted to 4 and the interviews/panels will be next week.
* Sarah Davey, Director of Members of Membership services left in September and Oli Horne, former Director of Comms and Digital covered her area in the interim. This has now been made permanent and Oli is now the Director of Student Experience which combines both roles.
* UPSU will be recruiting new student trustees in April/May, please do consider applying.
* St Lukes are also looking for young people to sit on their board.
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| Part-Time Officers Updates  |
| Martins Akhemigbeze - Postgraduate OfficerMartins reported that he has spoken to other Part-time Officers regarding issues raised by Postgrads. Martins participated in the Library Evaluation Day and gave feedback regarding the need for improved comms to PG students. Some PG’s have done their Undergrad here but are not always aware of services offered such as the PG study room. The library did respond and have now made signage much clearer to say what is on each floor.Attended the Sustainability Advisory Group meeting to discuss integration of PG involvement in sustainability modules. Martins is working with Jannike, PT Environment & Sustainability Officer.Lou Crichton - Mature Students OfficerLou has been holding one to one sessions with mature students as it’s proving difficult to get everyone together in one place at one time. Lou would like to invite all reps to participate in a poster which would share who does what roles and what they do.Molly Austin-Knight-Lesbian, Gay, Bisexual, Transgender + (LGBT+) OfficerMolly noted that it is February is LGBT+ history Month and is currently exploring ideas such as a fashion show, please get in touch if you have ideas or would like to help.Liz Staples – Students with Disabilities Officer Liz explained that she also attended the library event which was a good opportunity to network. Liz has made connections in estates and they are keen to work with her and students regarding accessibility. The university will be holding events to support Mental Health Day on 11th March and Liz plans to contact the university to introduce herself and to see what collaboration can take place with the uni, union and students.Jannike Smye - Environment & Sustainability OfficerJannike attended the Sustainability Advisory Group Meeting and raised the issue of communication which is currently poor, this means that students are not aware of what initiatives are in place. She is planning a Q&A session with students and staff.The university held an audit of open and applicant days and are looking at removing single use plastics. Following on from what Martins said regarding PG students and education, Jannike highlighted that is not just concerning PG students and hopefully it’s something that can be increased for all students. Jannike is holding a Forum on 8th Feb. Mike Jones - Trans and Non-Binary Officer Mike will be holding Trans and Non-Binary Forums next Thursday at 16:00 and 17:00, promotion has been placed around campus and Mike has approached societies to help with this also, please do forward on.Oluwatimilehin Ajibode - International Students OfficerTimmy would like to see more placement opportunities for international students and has discussed this with the Careers and Employability Team who will employ a member of staff with specific remit for this. Timmy would also like to see more trips for international students such as the trip to Bath before Christmas.Joyita Ashton-Simon - Women's OfficerJoyita thanked members for co-opting her and noted that she has plans for a survey to gauge what student ideas and feedback are. |
| School Representatives Updates |
| Janson Yuen- Biomedical SciencesJanson held a meeting with Course Reps, whilst it was not well attended they did bring issues forward which were discussed at the SSLC. Feedback included the Your Voice app which is used by Medicine and Dentistry and trialled with other schools.Willow Moody - Biological & Marine SciencesWillow has been contacting reps and has dealt with a few minor issues. Attended the TLQC and discussed the S4 system as there are concerns that lecturers are not able to use it, it was suggested that additional training be provided prior to roll out.Perran Johnson - Plymouth Business SchoolPerran has received a few responses from reps and will meet each stage, she has also met with academics to discuss using Facebook to increase networking. Perran also discussed sustainability and women is business events.Taffy Nyambuya –Psychology Taffy met with staff who would like to incorporate psychology society into what they do. An email and a newsletter has been sent to students introducing Taffy and they will be meeting students next week to discuss issues. Taffy is still waiting for Psychology Society to get back regarding the collaboration.Tej Morjaria - Peninsula Dental SchoolTej is continuing to collect feedback and has attended the SSLC and Rep meetings. Tej is also collecting feedback on future changes within the Dental School.Will Robinson – Deputy Plymouth Institute of Education Student response has been low. Will asked for feedback regarding placements; which schools/faculties offer them and what the positive/negatives are. Emma/Will are also working on a robotics project which they are looking for funding for.Emma Collins - Nursing and MidwiferyDespite only having been co-opted earlier in the meeting, Emma has several pieces of feedback already regarding halls contracts which end before nursing courses do. This is an issue for many students that cannot afford to pay additional rent on top of their existing contracts. Molly is happy to help with this.Sophie Netting – Deputy Engineering, Computing and Maths Sophie noted that there have not been many attendees at meetings but there have been lots of issues raised and she continues to address these. |
| Sabbatical Officer Update  |
| Bitty Walter – VP Wellbeing & Diversity Bitty thanked all attendees that attended the Wellbeing Forum. Coming up is the international student wellbeing Forum, this is open to all but will be especially useful for newer students looking for support.The university are deciding if they want to sign up to the Student Minds Wellbeing Charter.Working on supporting men’s mental health. Bitty would like to hold a men’s mental health week which could include physical activities such as football, yoga etc. Bitty is also looking at holding a men’s forum which would be supported by qualified staff.Bitty has planned a ‘UPSU got Talent’ event to be held on 28th March which will celebrate the diverse talents of students. Registration will hopefully go live on the website next week.Chukwudi Ezenyi (KC) – VP Activities & DevelopmentChukwudi noted it is the Sponsorship Fair next week, this will see seven businesses attending to speak to societies after the Forum. There will be fundraising training next month which will cover how to approach sponsors and how societies can use their USP to make money. Chukwudi is also working with Millie Green on the PG Policy.Verity Lemm – VP SportVerity reported that she has been working to get harm reduction training offered in the SU, this will be delivered by Harbour for Social and Tour Secs as well as bar staff. There will also be information online. Verity has also been preparing for Varsity and noted that this year a poll was used to help decide the charity.In addition to what clubs are doing to support the Women In Sport campaign Verity has also organised women only gym classes, gym time and GIAG. Activities will begin the week of 3rd Feb and the timetable should be on the website soon. If successful this initiative can continue. Tilda Fraser – PresidentTilda sent apologies to the meeting, please do read her update. Key points were * More water fountains on campus
* CEO recruitment has been very time consuming
* Working on sustainability events with MG & JS
	+ Climate Advisory Group
	+ Design showcase with a sustainability focus

Millie Green – VP Education Millie acknowledged the comments regarding lack of engagement from Course Reps, to hopefully engage reps better she will be hosting a ‘Coffee, Cake and Course Reps’ networking event for each Faculty. This will be an opportunity to discuss key issues and for staff to attend to give feedback. PT Officers and School Reps are also welcome to attend.Millie is writing a Postgrad Policy to better engage postgrads in the SU, this will come to the next meeting and will mandate future officers to develop initiatives and communications with PG/SU/Uni.Millie is completing a summary of the Trip to the Baltics and Finland that she went on earlier in the month, this report will include a series of recommendations of what learning from the trip can be utilised to change/ develop current SU structures.Continuing work on the 48 hour reporting tool, please encourage people to use it. |
| **Board Of Trustees Update**  |
| Gina gave the BOT update on behalf of Tilda.The Board decided to reduce the number of Sabb role to four by combining the VP Activities and Development and VP Sports roles, more detail is available in Tilda’s written report. Gina added that due to the reduction in the number of sabbs on the Board there will be an additional student trustee role to maintain the balance of students to external trustees and sabbs.The board heard updates regarding charity law and obligations, they also looked at how UPSU was meeting KPI’s, finances, H&S and risk.  |
| AOB | There was general discussion around how reps could better engage with students, ideas included;* Posters on notice boards and screens to show who reps are, what they do and how to contact them
* Use of SU gazebo for outside interaction with students
* Use of whiteboard to get feedback for those students who don’t necessarily want to talk
* Students Voice and Sabbs happy to support getting out to talk to students
* Attendance at Refreshers fair and other events
* Bran noted he would like to hold a ‘meet your union council’ event
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| Dates for the Diary  | SSTAR awards nomination open until 28th FebUPSU Awards open soon New Recognition Scheme launch –watch out for more infoElections nomination open 5th FebGetting the most out of meetings training next week  |
| Next Meeting  | Tuesday 25th February 2020 (Deadline For Papers is Tuesday 11th February) |

## Actions from this meeting

There were no actions from this meeting. Previous actions were;

**AP: Tilda to raise the issue concerning room availability for mentors at the next appropriate meeting.**

**AP: Mike, Timmy, Liz, Emma, Will and Bitty, to organise a meeting to discuss and lay out room availability on campus for quiet mentoring sessions to take place in.**

**AP: All School Reps to inform the VP of Societies and Development around any feedback they collect from students and academic staff concerning LinkedIn Learning.**

**AP: All to consider helping Tilda with her video campaign. Student Voice to send round info.**

**AP: Matilda Fraser to invite the three chosen UC members to attend the next Student Life Committee.**

**AP: Tilda and Millie to formally ask the UPSU Trustee Board to declare a Climate Emergency.**

**AP: Millie to share concerns around the S4’s incompatibility in recognising and recording students’ attendance when not on campus (i.e. on placement) through relevant channels.**