

Committee:	Operations Committee
Location:	President's Office
Date & Time:	Tuesday 24 July 2018 at 9.30 a.m

Present:	
Andrew McLaughlin	Chief Executive (Chair)
Eve Alcock	President
Jack Kitchen	Education Officer
Alisha Lobo	Community Officer
Jiani Zhou	Postgraduate Officer
Kimberley Pickett-McAtackney	Activities Officer

In attendance:	
Gregory Noakes	Governance & Executive Support Manager (Clerk)
Charlie Slack	Student Voice Manager
Helen Freeman	Marketing Manager
Emma Quixley	Community & Advice Manager

1. Apologies for absence

Name	Reason	Accepted
Mandy Wilson-Garner	None	Yes
Andy Galloway	Annual Leave	Yes

2. Notice of any other business

The following item was identified for discussion under any other business:

- 1) Pre-loading alcohol study

3. Declaration of conflict of interest

Committee members were reminded to declare any conflict of interest if it arose during the course of the meeting.

4. Minutes of the previous meetings

The minutes of the previous meeting were signed and approved by the chair.

5. Matters arising from previous meeting

Item number	Action	Outcome
6	Obtain an update from the University on what they are doing with regards to this issue.	The Chair reported on what the University were doing with regards to student suicides and what The Students' Union (The SU) could do to provide support to the student community. ACTION: Chief Executive to continue discussion with the University around this issue.
7	Seek further information on University's plans for postgraduate work space.	

7	International signage to be discussed with Peter Lambert	This had been raised with the University and was now being looked into.
7	University's plans for a globe room to be discussed with Peter Lambert	

6. Representation and planning

The Student Voice Manager shared and went through the student voice report with the committee.

The committee discussed the University Council meeting and the work of its effectiveness committee.

The committee discussed the University induction meeting that some of The SU officers had attended. They reported that they had concerns around the proposed presentation to be used for student induction which they felt was not clear and lacked relevance in parts. The committee agreed that feedback should be to the University.

ACTION: Officers to provide University with feedback on presentation to be used for student induction.

The committee discussed Edge and its upcoming consultation around changes to be made. Concerns were expressed around the lack student input being sought through the consultation. It noted that there were some changes that would have a positive impact on students but others that did not appear to be well thought out. The committee agreed that the Activities Officer should respond to the Edge consultation.

ACTION: Activities Officer to respond to the Edge consultation.

The committee discussed the cost saving measures being implemented across the University and the affect that this was going to have on students through the increased additional costs they would have to pay.

(The Activities Officer left the meeting at this point)

The committee discussed how transparent The SU could be around Council meetings and the Vice Chancellor recruitment. They agree that something on both of these subjects should be published and considered whether a blog should be set up for this purpose. Before proceeding the committee agreed that some actions would need to be taken.

ACTION: President to contact the Head of Secretariat to discuss what information can be published.

ACTION: Officers and Marketing Manager to meet to discuss the proposed blog.

ACTION: President and Education Officer to write a piece on Council meetings and Vice Chancellors recruitment for the blog.

7. Priority communications

This was not discussed.

8. Reputational risk

No reputational risks were identified.

9. Executive Committee issues, including financial variations

No executive committee issues were raised.

10. Any other business

The following item had been previously identified for discussion:

1) Pre-loading alcohol study

The committee discussed the Psychology departments request to conduct a study into pre-loading alcohol using The SU nightclub. Concerns were expressed over how students would react to the study being conducted at the nightclub. The committee agreed not to grant permission for the study to be conducted.

The meeting ended at 11.00am.

Item number	Action	Responsibility

