



London Metropolitan University
Students' Union

Trustee Board Minutes 25/06/2015

Attendance:

Trustees: Obie Opara (Chair), Marco Brunone, Nicole Mitchell, Amanda Marillier, Piyal Matilal, Rob Hull, Jim Dickinson, Peter Ptashko

In attendance: Mark Crowhurst, Alistair McKay (Minutes)

Apologies: Bianca Giunta

Item	Title	Comment & Action	Action
1+2	Minutes, matters arising and actions	<p>JD running 30 minutes late OO thanks board for hard work this year Minutes approved from previous meetings Actions all done</p>	Approved
3	Reports	<p>GM Report Quiet time of year, currently no change in RAG ratings University liaison group meeting takes place in July and is an informal chance to meet uni senior management</p> <p>Officer 360s taken place with feedback positive Summer training schedule has started New on agenda is overnight trip to Gilwell Park with 24 staff, officers and volunteers going away for team building overnight event</p> <p>Looking at academic advice feedback to help improve this service for students NVQ level 4 being undertaken by advice staff</p> <p>Verve Radio equipment is in and new computer will be installed soon Society review over the summer Union will be supporting induction activity</p> <p>Calcutta House development on hold due to Project Oak Tree MB asks about dates, MC said doesn't know at this stage</p>	

		<p>RH says Oak Tree will report around September October time so unlikely to know much before then Holloway Road office getting some work done to open up office space and new décor Discussion on space taking place tomorrow</p> <p>Funding conversation ongoing, not been asked to make a cut but this may change MC has asked for more funding but unlikely and will update Board when knows more Green impact bronze award, will go for silver next year</p> <p>KPIs Not a lot to report since last meeting Case levels and feedback remain levels of concern Provisional survey results added which are a good baseline for next year Concerns in survey around student ownership of decision making process RH asks who does the RAG rating MC confirms it is him, happy to adjust if trustees would like PP asks what the tolerances are MC says 3-4% in quantitative dependent on activity and score.</p> <p>Finance Budget surplus coming down Very close to breakeven but won't know fully until auditors are in Confident it will be very close</p> <p>Risk Register Updated to include generalised sport risk No major movement PP asks about mechanism for pulling out risks for meetings MC says this done on RAG rating and any significant changes</p>	
4	Updates	<p>Sport Initial meetings with Campus Services Still getting info re risk assessment, coaches, meeting with team captains Will be probably starting from scratch with most of it Surprised at some of the missing information Key is getting recruitment done, advert went live yesterday and already a number of applications Progress is going well RH surprised how easily sport takeover has gone through Also mentions reputation risk for SU, important to work at it and make sure it is done well JD asks about budgeting for sport and what will happen if SU need to make cutbacks during the year</p>	
5	General	<p>SU Survey Have never done SU satisfaction survey before, encouraging set of results for first time Received circa 500 responses which gives a good picture General satisfaction is good which will hopefully reflect well for Q23 Lots of responses not good or bad, would be good to tip them in to good Those who are engaging with us seem to be engaging well</p>	

		<p>Advice services appear to be being judged on outcomes rather than advice received Elections – students not voting as too busy or not interested Officer recognition is good with just under 50% average Influence in the decision making is what needs to be looked at over the summer, Council etc</p> <p>Appeals Panel OO passes chair to MB who asks JD to give information on panel Not sure if appeal panel has power to overturn Trustee Board decision Thinks recommendations are just that and that the Board would agree with the recommendations JD recommends to Board that they need to be clear what decisions come to Board and what decisions would be made by Council and Exec and suggests this be done on an annual basis Suggests revisiting at Council what Council do and Trustees etc</p> <p>RH asks if appeal panel uni or Union procedures JD confirms Union procedures RH asks if can change procedure JD explains 94 act and that procedure needs to exist MC says complaints procedure imperfect document generally designed for complaints about service rather than Board PM asks about transparency and whether minutes should be taken? Idea in council etc that Trustee Board makes all the decisions JD says at UEA lay Trustees go to Council once a year and Chair of Council comes to Trustees once a year MB says there should be dialogue between Council and Board Also says allow Council to be democratic and if motions pass and don't pass at Board for explanations to be made MC says will put minutes on website if board agree to this</p> <p>MB invites Trustees come along to Council PM suggests coming to first meeting as there will be election to Board then so makes sense RH asks about resolutions JD says they were from complainant Recommendation came from panel, no decisions are taken without student involvement</p> <p>Complainant resolutions</p> <ol style="list-style-type: none"> 1. Agree in principle. Tidy up bye laws 2. Agree in principle. Go back to council and discuss this, let them know about process 3. Put it on the website <p>Agreed by board</p>	
6	AOB	None	