

QUEEN'S UNIVERSITY BELFAST STUDENTS' UNION

MINUTES

Statutory Meeting of the Students' Union Council
held on 15 November 2016 in The Space, Level 1, Students' Union

Present:

AARON MACDAIBHÉID	AHSS
AMY HANNA BROWN	Executive Management Committee
ANDREW FLETCHER	EPS
ANDY MCWILLIAMS	PG
ANTHONY FLYNN	EPS
ASHLEY JONES	Open First Year
AYLISHA ANNE HOGAN	Executive Management Committee
CAL GIRVAN	AHSS
CAMERON NEIL MACINTYRE	School Representative
CHEN YE	PG
CHRIS LENEGHAN	Executive Management Committee
COLLETTE JANE MCALLISTER	AHSS
CONALL MCNALLY	School Representative
CONOR LEE	School Representative
CONSTANTINOS NICOLAOU	MHLS
DANIEL CALLAGHAN	EPS
DANIEL O'CONNOR	Executive Management Committee
EMMA MCERLEAN	School Representative
EMMA-JANE FAULKNER	Executive Management Committee
GRIAN NÍ DHAIMHÍN	AHSS
HAMSAVANI RAJESWAREN	Executive Management Committee
JAMIE WOODS	AHSS
JASON BUNTING	AHSS
JESSICA ELDER	Executive Management Committee
KANG ZHENG TAO (JASON KANG)	School Representative
KELLIE COWAN	EPS
LAHIRU ELVITIGALA	Executive Management Committee
LAURA CATHERINE DORAN	AHSS
MAGZ MCQUOID	PG
MARC C MCDONNELL	School Representative
MARK MCDONNELL	EPS
MATTHEW CARSON	AHSS
MATTHEW MCCALLION	AHSS
NIAMH O'HARE	EPS
NIAMH SCULLION	AHSS
OISÍN HASSAN	Executive Management Committee
OLIVIA POTTER-HUGHES	Open First Year
PAUL LOUGHRAN	Executive Management Committee
PETER SMYTH	AHSS
RACHEL POWELL	PG
RACHEL WATTERS	Open
REBEKKA CAMPBELL	EPS
REECE PRICE	EPS
RICHARD GARLAND	AHSS
RIOGHNACH KAVANAGH	AHSS
ROBERT MURTAGH	AHSS
SARA MCDOWELL	MHLS
SEÁN FEARON	Executive Management Committee
SEAN O'SULLIVAN	PG
SHANE MCVEIGH	School Representative
STEPHEN MCCRYSTALL	Executive Management Committee
STEPHEN MUCKLE	PG
TIARNÁN HEANEY	Executive Management Committee

In Attendance:

DAMIEN CORRIDAN (CLERK OF COUNCIL)
KATE NICHOLL (DEPUTY CLERK OF COUNCIL)
ORLAIGH MCINTYRE (MARKETING MANAGER)
LORD MAYOR BRIAN KINGSTON (LORD MAYOR OF BELFAST)

Collette McAllister (Union Speaker, in the Chair) welcomed all attendees to this Statutory Meeting.

1. APOLOGIES.

Apologies were received from the following Councillors:

EMMA SHAW	School Representative
KIRSTY WALLACE	School Representative
NICHOLAS JAMES SALT	PG
SINEAD DEANE	Executive Management Committee
ZOE ROBERTS	School Representative

2. MINUTES OF PREVIOUS MEETINGS OF COUNCIL

2.1 It was agreed that the tabled minutes of the Annual Business Meeting of 10 May 2016 (SUC/M/16/4) were a true and accurate record of proceedings.

2.2 It was agreed that the minutes of the Inaugural Meeting of 7 November 2016 (SUC/M/16/5) were a true and accurate record of proceedings.

3. BUSINESS ARISING

3.1 There was none.

4. COMMUNICATIONS

4.1 Students' Union Strategic Plan – Overview and Progress Update

4.1.1 The Union President presented an overview of the Students' Union Strategic Plan 2015-20 to the Council. Councillors were informed that additional information can be obtained from the Union President.

4.1.1 In response to a query, the Union President stated that there have been limited discussions with the University concerning the Students' Union redevelopment. The Union President reported that work is underway by student officers on a benchmarking exercise to examine the facilities of comparable students' unions and the impact of sharing a site has on the success of these Unions.

4.2 Full-Time Student Officer Plan of Work

4.2.1 The Union President presented an overview of the Student Officer Plan of Work 2015-16, detailing amendments made since the previous meeting of the Council. It was noted that the Union President had received positive comment from Councillors with regard to the Plan of Work.

4.2.2 Council voted to approve the Elected Student Officer Plan of work for 2016-17.

4.3 National Conference Delegate Elections 2016-17

4.3.1 The Council noted that nominations for delegate positions to the national students' union conferences in 2017 had opened on 26 September 2016 and will close on Wednesday 16 November 2016 at 5.00 pm.

4.4 Part-Time Student Carers' Officer Bye-Election

4.4.1 Council noted that a second bye-election will be arranged for the Part-Time Student Carers' Officer position on the Executive Management Committee.

4.5 Proposed Changes to Council Procedures

4.5.1 The Council agreed to consider a series of tabled amendments to the Standing Orders of the Students' Union Council. It was noted that these proposals would require a two-thirds majority of those present and voting to support the proposals in order for them to be entered into the Standing Orders of the Council.

4.5.2 The Council considered the following amendment:

That the 'Standing Orders' be renamed to 'Council Orders' and all references to 'Standing Orders' be amended accordingly.

Seán Fearon (Union President), moving the amendment, stated that this amendment will remove an unnecessary language barrier to the rules of Council.

A proposal to proceed to the vote was accepted and Mr Fearon waived his right to summarise.

A display of voting cards indicated that the required two-thirds majority of Councillors were in favour; this proposed amendment to the Standing Orders was therefore accepted.

4.5.3 The Council considered the following amendment:

Insert the following into the "Formation of Quorum / Order of Business" section of the Standing Orders and renumber accordingly:

"The total length of any Council meeting (including any access breaks authorised by the Union Speaker), shall not exceed three hours, commencing from the scheduled starting time of the meeting."

Seán Fearon (Union President), moving the amendment, stated that this amendment will prevent meetings from lasting more than four hours, as had previously been the case, and remove an unnecessary language barrier to the rules of Council.

Richard Garland (AHSS), opposing the amendment, stated that Council was elected to do business, to consider motions and hold officers to account, and should not be subject to an arbitrary time limit.

Niamh O'Hare (EPS), supporting the motion, stated that meetings longer than three hours were unacceptable from an accessibility perspective.

Lahiru Elvitigala (EMC), supporting the motion, stated that meeting should not extend so late in to the evening as they were unaccommodating for those students with commitments early in the following morning.

A proposal to proceed to the vote was accepted and Mr Fearon waived his right to summarise.

A display of voting cards indicated that the required two-thirds majority of Councillors were in favour; this proposed amendment to the Standing Orders was therefore accepted.

4.5.4 The Council considered the following amendment:

Insert the following into the "Notice of Business" section of the Standing Orders and renumber accordingly:

"Reports from the Executive Management Committee shall be circulated to members at least two days before the deadline for submission of business."

Seán Fearon (Union President), moving the amendment, stated that this amendment will enable Councillors to review officer reports and submit questions to Student Officers as formal agenda items, with these questions requiring a formal response from Student Officers.

Richard Garland (AHSS), opposing the amendment, stated that Councillors may not get sufficient opportunity to review the reports before the deadline for business for Council meetings.

A proposal to proceed to the vote was accepted and Mr Fearon waived his right to summarise.

A display of voting cards indicated that the required two-thirds majority of Councillors were in favour; this proposed amendment to the Standing Orders was therefore accepted.

4.5.5 The Council considered the following amendment:

Insert the following into the "Formation of Quorum / Order of Business" section of the Standing Orders and renumber accordingly:

"Reports from the Executive Management Committee circulated with the agenda and other papers shall not require a verbal presentation."

Seán Fearon (Union President), moving the amendment, stated that this amendment will greatly reduce the time spent at meetings verbally outlining reports which have already been distributed to Councillors. It was further stated that there will be an expectation on Councillors to review documents sent to them.

A proposal to proceed to the vote was accepted and Mr Fearon waived his right to summarise.

A display of voting cards indicated that the required two-thirds majority of Councillors were in favour; this proposed amendment to the Standing Orders was therefore accepted.

4.5.6 The Council considered the following amendment:

Insert the following into the "Formation of Quorum / Order of Business" section of the Standing Orders and renumber accordingly:

"The lists of Conditional and Recognised Societies shall amended on a recommendation to the Council from the Student Activities Committee. The Committee report on all Societies applying for recognition. A recommendation of the Student Activities Committee may be appealed to the Council."

Seán Fearon (Union President), moving the amendment, stated that this amendment will greatly utilise mechanisms already in place in the Constitution, but will not limit the authority to give final approval to the recognition of Clubs and Societies.

A proposal to proceed to the vote was accepted and Mr Fearon waived his right to summarise.

A display of voting cards indicated that the required two-thirds majority of Councillors were in favour; this proposed amendment to the Standing Orders was therefore accepted.

4.6 QUB Amnesty International – Constitutional Amendments

4.6.1 Council noted that the above named Society has made amendments to its constitution with the effect of aligning it to the template Students' Union constitution for Clubs and Societies.

4.7 QUB Scout Network Society

4.7.1 The Council noted that the above named Society has agreed to disband.

4.8 QUB Singapore Society

4.8.1 The Council noted that the above named Society has agreed to change its name to Singaporeans of Queen's University Belfast.

4.9 Resignation of Lay Member of Management Board

4.9.1 The Council noted that Roy Bailie, a lay member of the Students' Union Management Board has resigned from the Board.

The Council noted that Mr Bailie has been a member of Management Board for over six years and has, in that time, contributed greatly to the work of the Board, particularly to the strategic and functional development of the Union. It was further noted that Mr. Bailie had made a substantial personal contribution to developing and supporting Volunteer SU and student volunteering in general in the Union.

The Council expressed its appreciation of Mr Bailie many years of service to the Students' Union.

It was noted that the vacant lay position on Management Board has been advertised in the local print media. The deadline for applications is 4.00pm on Wednesday 30 November 2016.

Councillors were advised that further information is available from the Union President.

4.10 March 2017 Statutory Meeting of Council – Location

4.10.1 Council noted that the 22 March 2017 Statutory Meeting of Council shall take place in the Senate Chamber, Parliament Buildings Stormont.

5. BYE-ELECTIONS

5.1 Students' Union Management Board (2 vacancies)

Nominations were received from: Daniel Callaghan, Matthew Carson, Nicholas Salt.

The candidates whose names are underlined were elected.

5.2 Education and Welfare Committee (11 vacancies)

No further nominations had been received for this Committee.

It was noted that nominations will be reopened, on one final occasion, at 9.00am on the morning following the meeting and will close at 5.00pm on Friday 18 November 2016.

5.3 Campaigns and Communications Committee (10 vacancies)

Nominations were received from: Jason Bunting

As the number of candidates was equal to the number of vacancies, the above Councilor were deemed to be elected.

It was noted that nominations will be reopened, on one final occasion, at 9.00am on the morning following the meeting and will close at 5.00pm on Friday 18 November 2016.

5.4 Community, Equality and Diversity Committee (11 vacancies)

Nominations were received from: Daniel Callaghan

As the number of candidates was equal to the number of vacancies, the above Councilor were deemed to be elected.

It was noted that nominations will be reopened, on one final occasion, at 9.00am on the morning following the meeting and will close at 5.00pm on Friday 18 November 2016.

5.5 Student Activities Committee (10 vacancies)

No further nominations had been received for this Committee.

It was noted that nominations will be reopened, on one final occasion, at 9.00am on the morning following the meeting and will close at 5.00pm on Friday 18 November 2016.

5.6 Environmental and Ethical Committee (10 vacancies)

No further nominations had been received for this Committee.

It was noted that nominations will be reopened, on one final occasion, at 9.00am on the morning following the meeting and will close at 5.00pm on Friday 18 November 2016.

5.7 Academic Board (3 vacancies)

No further valid nominations had been received for this University committee by the close of nominations. Nominations were then accepted from the floor.

Christopher Leneghan, Emma Jane Faulkner and Daniel Callaghan were duly proposed.

As the number of candidates was equal to the number of vacancies, all of the above Councilors were deemed to be elected.

5.8 Postgraduate Forum (1 vacancy)

The following nominations were received before the close of nominations and deemed elected: Amy Brown (PGR).

6. ELECTIONS

There were none.

7. CONSTITUTIONAL AMENDMENTS / RULES AMENDMENTS

7.1 Proposed Recognition of New Clubs and Societies

Council was requested to amend Rule 8, Paragraph 820 in order to recognise the following proposed Societies:

Queen's University Belfast Juris Doctors Association

Proposer: Jonathan Toma (Student)
Seconder: Grace O'Malley (Student)

Queen's University Belfast Asian Medical Students Society

Proposer: Dean Owyang (Student)
Seconder: Wang Choon Ying (Student)

Queen's University Belfast Fossil Free QUB

Proposer: Grian Ní Dhaimhín (AHSS)
Seconder: Chris Leneghan (EMC)

Queen's University Belfast Trocaire Society

Proposer: Mary Gribbon (Student)
Seconder: Katie Rice (Student)

Queen's University Belfast Anaesthesia and Critical Care Society

Proposer: Louis-Philippe Delaugere (Student)
Seconder: Katie Khong (Student)

Queen's University Belfast American Sports Society

Proposer: Chris Mccallum (Student)
Seconder: Alex Kusmirek (Student)

It was noted that all of the above had provided all of the stipulated documentation, which was available for inspection upon request.

Recognition of the Queen's University Belfast Juris Doctors Association was approved following appropriate discussion and some minor clarifications by a representative of this group.

Recognition of the Queen's University Belfast Asian Medical Students Society was approved following appropriate discussion and some minor clarifications by a representative of this group.

Recognition of the Queen's University Belfast Fossil Free QUB was approved following appropriate discussion and some minor clarifications by a representative of this group.

Recognition of the Queen's University Belfast Trocaire Society was approved following appropriate discussion and some minor clarifications by a representative of this group.

Recognition of the Queen's University Belfast Anaesthesia and Critical Care Society was approved following appropriate discussion and some minor clarifications by a representative of this group.

Recognition of the Queen's University Belfast American Sports Society was approved following appropriate discussion and some minor clarifications by a representative of this group.

- 7.2 The amendments below were proposed, but following a request for a quorum count, it was determined that there were an insufficient number of Councillors present to proceed with the approval of the proposal amendment. It was agreed to proceed to the next business on the agenda.

An amendment implement the recommendations of a review of Management Board, as approved at the April 2016 Statutory Meeting of Council.

Remove the following (Constitution – Annex 3):

The membership of the Management Board will be:

- President of the Students' Union
- Sabbatical Officers
- Three members of the Students' Union Council
- Director of the Students' Union
- One University representative
- Three non-student appointees (to be appointed for a three-year term of office in an advisory capacity)

In attendance: Other University representatives, as appropriate

Replace with the following:

The membership of the Management Board will be:

- President of the Students' Union
- Four Sabbatical Officers
- One Non-Sabbatical Officer (to be elected by the Non-Sabbatical Officers, by secret ballot in accordance with the Rules)
- Three members of the Students' Union Council (to be elected at the Inaugural Meeting of Council by secret ballot)
- Director of the Students' Union
- One University representative
- Three non-student appointees (to be appointed for a three-year term of office). Appointees may serve a maximum of two three-year terms of office.

In attendance: Other University representatives, as appropriate

Non-student appointees shall require formal ratification by the Students' Union Council.

At least one non-student appointee should have a background in, and prior experience of, the external students' union movement.

The Management Board shall appoint one of the non-student appointees as Chairperson.

In the event of a tied vote of the Board, the President of the Students' Union alone may deliver a casting vote.

Remove the following (Rule 4, Appendix 1, 13.3):

The Management Board shall be comprised of the Union President, the Sabbatical Officers, three members of the Council, the Director of the Students' Union, one University representative and three non-student appointees (to be appointed for a three-year term of office in an advisory capacity).

Replace with the following:

The Management Board ('the Board') shall consist of those members as set out in Annex 3 of the Students' Union Constitution.

Remove the following (Rule 5, 2.1):

2.1 The membership of the Management Board will be:

- President of the Students' Union (Chair)
- Sabbatical Student Officers

- Three members of the Students' Union Council, to be elected at the Inaugural Meeting of Council by secret ballot
- Director of the Students' Union
- One University representative
- Three non-student appointees (to be appointed for a three-year term of office in an advisory capacity)

In attendance: Other University representatives as appropriate

Replace with the following:

- 2.1 The membership of the Management Board will be:
- President of the Students' Union
 - Four Sabbatical Officers
 - One Non-Sabbatical Officer (to be elected by the Non-Sabbatical Officers, by secret ballot in accordance with the Rules)
 - Three members of the Students' Union Council (to be elected at the Inaugural Meeting of Council by secret ballot)
 - Director of the Students' Union
 - One University representative
 - Three non-student appointees (to be appointed for a three-year term of office). Appointees may serve a maximum of two three-year terms of office.

Proposer: Seán Fearon (Union President)
 Seconder: Oisín Hassan (Vice President Education)

- 7.3 **Amendment to enable the Executive Management Committee to conduct some business electronically, at the discretion of the Committee.**

Insert (into Rule 4, after 1.22) and number accordingly

"The Executive Management Committee may, at its discretion, conduct business electronically."

Proposer: Seán Fearon (Union President)
 Seconder: Oisín Hassan (Vice President Education)

8. **REPORT OF THE EXECUTIVE MANAGEMENT COMMITTEE AND RECOMMENDATIONS**

The following Reports were considered by the Council:

Report of the Union President	SUC/P/15/41
Report of the Vice President Education	SUC/P/15/42
Report of the Vice President Equality and Diversity	SUC/P/15/43
Report of the Vice President Student Activities	SUC/P/15/44
Report of the Vice President Welfare	SUC/P/15/45

- 8.1 The Report of the Union President was taken as read.

The Union President stated that the Union has separate regular meetings with the Vice Chancellor and the Registrar and Chief Operating Officer of the University. The Union President encouraged Councillors to bring to his attention any issue that they feel should be raised at these meetings.

In response to a query from Richard Garland (AHSS), concerning a proposed alliance with trade unions, the Union President stated that the issues would focus on matters of interest to students and matters of mutual benefit to all unions – such as student workers' rights.

In response to a query from Robert Murtagh (AHSS), concerning a review of the Students' Union Council, the Union President stated that most of the reforms discussed to date involved operational changes and changes to the Standing Orders of Council, with the next stage involving increased promotion to students of the decisions made by Council.

Following a show of voting cards, the Report of the Union President (SUC/P/16/41) was accepted.

8.2 The Report of the Vice President Education was taken as read.

In response to a query from Emma Mcerlean (School Representative), concerning the recent Rep Academy, the Vice President stated that feedback will be sought from attendees.

Following a show of voting cards, the Report of the Vice Education (SUC/P/16/42) was accepted.

8.3 The Report of the Vice President Equality and Diversity was taken as read.

In response to a query from Robert Murtagh (AHSS), concerning support for international students arising from the University's Vision 2020 plan, the Vice President stated that there were many concerns regarding inadequate provision of support to international students arising from the rapid expansion in the number of international students at Queen's. The Vice President further stated that many of these issues have been raised with senior University management.

Following a show of voting cards, the Report of the Vice President Equality and Diversity (SUC/P/16/43) was accepted.

8.4 The Report of the Vice President Student Activities was taken as read.

In response to a query from Matthew McCallion (AHSS), concerning the scheduling of the Queen's trials for University Challenge, the Vice President stated that a scheduling oversight resulted in the trials being scheduled on the same evening as the Inaugural Meeting of Council.

In response to a query from Robert Murtagh (AHSS), concerning the Vice President's Small Claims Court action against a landlord, the Vice President stated that the matter will likely be referred to the County Court for consideration within the next month.

In response to a query from Andrew Fletcher (EPS), concerning the level of involvement of Clubs and Societies in the on-going review of Clubs and Societies, the Vice President stated that he will represent the views of Clubs and Societies to the review group.

In response to a query from Rachael Watters (Open), concerning alternatives to the current off-campus disciplinary regulations, the Vice President stated that it may be possible to introduce alternatives; however any alternatives would have to address the legal concerns held by the Students' Union with the current regulations.

In response to a query from Conor Lee (EPS), concerning the level of involvement of Clubs and Societies in the on-going review of Clubs and Societies, the Vice President stated that the Student Activities Committee will have input into the review.

Following a show of voting cards, the Report of the Vice President Student Activities (SUC/P/16/44) was accepted.

- 8.5 The Report of the Vice President Welfare was taken as read.

The Vice President reported that: an event organised by the Student Patent's Officer and the Part-Time Students' Officer will be scheduled to celebrate International Children's Day; The Student Action Welfare Group (SWAG) now has nineteen members.

Following a show of voting cards, the Report of the Vice President Welfare (SUC/P/16/45) was accepted.

9. REPORTS FROM OTHER UNION COMMITTEES AND RECOMMENDATIONS.

There were none.

10. REPORTS FROM UNIVERSITY COMMITTEES.

There were none.

11. CONSTITUTIONAL QUESTIONS.

There were none.

12. QUESTIONS.

There were none.

13. MOTIONS.

- 13.1 **Postgraduate Staff Conditions**

This Council supports the campaign for a fairer system of payment for staff on casual contracts as outlined in the report: 'Undervalued, Overworked, Taken for Granted'.

We support fair pay and decent working conditions for staff. Furthermore, we acknowledge that underpayment for marking and preparation for tutorials undermines the level of teaching given to undergraduates at Queen's.

We encourage management at Queen's to work constructively with the University and College Union in order that this issue is resolved quickly.

Proposer: Seán Fearon (Union President)
Seconder: Oisín Hassan (Vice President Education)

The motion was debated and, following a show of voting cards, the motion was carried.

14. ANY OTHER COMPETENT BUSINESS

There was none.

15. DATE OF NEXT MEETING

The Union Speaker announced that the next Statutory Meeting of the Students' Union Council was scheduled to take place at 6.00 p.m. on Monday 5 December 2016 in The Space, Level 1, Students' Union.

DAMIEN CORRIDAN (Clerk, Students' Union Council)