***Trustee Board Meeting*** TB17/WM/1

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***Thursday 8th September 2022 1200-1400***

**MINUTES *Approved***

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**Invites extended to:** William Mintram (Marjon SU President & Trustee Board Chair), Daniel Tinkler (External Trustee & Trustee Board Vice Chair), Rebekah Fletcher (Marjon SU Deputy President), Graham Briscoe (External Trustee), Dev Aditya (External Trustee), Ania Jackowska (Student Trustee), Mick Davies (Marjon SU GM), Katy Willis (Pro-Vice Chancellor-Student Success)

**Present:**

William Mintram President & Trustee Board Chair WM

Daniel Tinkler (External Trustee & Trustee Board Vice Chair) DT

Rebekah Fletcher (Marjon SU Deputy President) RF

Graham Briscoe (External Trustee) GB

Ania Jackowska (Student Trustee) AJ

Mick Davies (Marjon SU GM- in attendance) MD

Katie Willis (Pro-Vice Chancellor-Student Success- in attendance) KW

This meeting was conducted virtually on Teams. All papers had been previously circulated by MD.

1. **Welcome and introductions from the Chair:**  WM WM welcomed all to his first meeting as Chair, RF has now also taken up her position as DP and Trustee.

1. **Apologies:** WM

There were apologies from DA.

1. **Declaration of Interest:**

There were no further declarations of interests other than those WM

previously recorded.

1. **Student Trustee appointment:**  AJ

AJ reported to the board that following a recruitment panel meeting including DT and WM they would like to recommend to the board the appointment of Chloe Lewis as a Student Trustee. The board unanimously accepted the

proposal and from this date she is now a trustee of MSU. WM confirmed that there was further interest in the remaining student trustee position and the recruitment panel would be meeting again shortly.

1. **Minutes from the May meeting (TB16/LE/1)** WM

The board considered and approved the minutes from the May meeting.

1. **Matters arising:**  GB

GB confirmed that he has sent over a skills matrix form, he explained that members of the board would be able to record their various skills to ensure that the board is informed when tasking members.

7. **Report from the officers**: WM

WM presented his report to the board (TB17/WM/1) and updated that the present VC will be leaving in December. The recruitment process for his replacement had started and he confirmed that as President and a University Governor he would be invoved in the process, he had also asked for RF and AJ to be included. WM has also been informed that there were plans to include students generally.

WM also invited the board to ask any questions they would like to put to candidates through him. MD requested that MSU representation on the recruitment committee, enquired of candidates their support not only of students but for student unions and recognition of the part they have to play in the student experience, representation, recruitment and retention. WM has suggested that candidates be invited to MSU lunches and were able to mix with MSU Officers and staff. DT reiterated that it would be important for any future VC to continue to work on the partnership agreement and to consolidate arrangements such as funding process etc.

WM informed the board that MSU had been required to move offices. He expressed his disappointment that there was no consultation or discussion about this. There is no doubt that the new space is away from the hub of student activity, however he will update in full after the relocation has happened and operated for a term.

DT asked how we would continue to increase engagement (post pandemic) if we are not in the prime space. WM said we would have to try harder but confirmed we have asked for changes to the area.

After a question from DT, MD confirmed that the partnership agreement, though written by both MSU and the University has never been approved or ratified despite being a recommendation of the PwC audit.

The board was unified in deciding that a comprehensive partnership agreement that would cover and manage all aspects of the university relationship including an agreed standard process for funding request and incorporating the role of SU staff, should be a priority of discussion with the new VC.

WM reported that Fresher’s week had been planned and included plenty of non-drinking events and have been targeting groups not always encouraged to engage. He is also looking to set up “Marjon night patrol“ to assist students on Marjon nights out. DT asked for an impact report on Fresher’s for the next meeting. Action WM

RF reported the work she was doing to help with the cost of living crisis that would be affecting students.

She was enquiring about the university shop joining the “Too Good To Go” scheme, an App where food about to go out of date can be sold cheaply.

She confirmed that she has spoken with the library and confirmed that all books (essential) contained on reading lists are held in the library. We are also looking at joining a scheme where our students can access books in all university library’s. She was continuing the work started last year regarding period

poverty.

GB commented that he was aware of a scheme where leaving students would donate their books.

GB asked if the officers had been involved in any discussions regarding

suicide and other mental health difficulties, situations like the one that occurred recently at Bristol University. WM confirmed that he was a part of a working group within the university that involves student staff and members of senior management.

DT commented that with students shorter than ever on funds, engagement will be particularly difficult this year and as a union we should have discussions around what more we can do and how we can do if for little or no costs.

**8.** **Report from GM:** MD

1) Performance against budget, 4th Quarter (TB16/MD/1) attached

MD Delivered his report on the financial performance of the Student Union and reported that any unspent allocation for student activities had been carried across and not added to reserves which was in the region of 5k. DT Suggested that some of this carried over figure could go somewhere in helping supply free engagement with SU activities and society’s and even a hardship grant. The board approved this idea.

MD confirmed that we have no utilities to pay for presently.

And that all our regular sponsors were already back on board this year.

Whilst event participation may fall the effect to our bottom line is minimal.

2) Risk assessment

MD reported that at this time of year the biggest risk (financial to the union) was that it relies on continuing financial support from the university. With this in mind, he reported that at this time he had no indication of what the final grant would be and that for the first time ever an interim payment would be made in August with a final figure approved in November.

This illustrates the earlier discussion of standardising this process.

KW Joined the meeting

KW delivered an update from the university

From September the university would have new osteopathy clinics

Postgraduate hub in the library

Longer term there is going to be a new shop

The Studio School is being purchased by the university

The ground source energy points will be officially opened by the Lord Mayor of Plymouth within the next few weeks

Various other departments have been merged or relocated to accommodate the 12 to 15 new courses that the university will be starting in the next couple of years

New cohorts starting this year include physiotherapy and psychotherapy and counselling

Following on, we will have nursing and assistant practitioner foundation

degrees

Graduation planning was well under way to take place in Plymouth Guildhall in October.

DT initiated a discussion around course reps and how the current election process disenfranchised others who may wish to participate, he also asked KW if the university has identified any course where the union can particularly help with retention either through academic societies or in other areas.

KW responded that this work was being undertaken. she agreed with the SU’s assessment that cost of living will be a major factor in students leaving this year and that Student Support already had concerns. She agreed that

societies especially academic will make a great deal of difference and that there was to be a discussion on reps and how we can train /encourage them to start societies in the near future. GB made the point that with more courses involving placement there will be a bigger challenge in MSU and the university supporting them

AOB

DT suggested that the next board meeting day December 1st could be a day of activities and that we should invite Jim Dickinson of WonkHe and University Senior Management including the new VC, in place of serious of workshops and talks. This was agreed.

Action WM/ MD/DT

RESERVED BUSINESS

MD left the board as it continued for an item of reserved business.

Meeting finished 1405

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| **Action By Whom Date** |
| 7. | Provide impact report on fresher’s  | WM | 1st Dec 22 |
| AOB | Invite Jim Dickinson WonkHe & University Senior Management including new VC  | WM/MD/DT | For 1st Dec 2022TB Meeting |