***Trustee Board Meeting***

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 ***Friday 14th February 2020***

 ***1pm***

**MINUTES *(Approved)***

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**Invitations for this meeting were extended to:** Dr Sanjee Perera-Child (Vice Chair & External Trustee), Geoffery Gulzar (Marjon SU President & Trustee Board Chair), Graham Briscoe (External Trustee), Daniel Tinkler (External Trustee), Sarah Davey (External Trustee), Matthew Callow (Student Trustee), Mick Davies (Marjon SU GM),

Lauren Edwards (Nominated Student Trustee), Liam Prynn (Nominated Student Trustee).

**Present:**

Geoffery Gulzar (Marjon SU President & Trustee Board Chair) GG

Dr Sanjee Perera-Child (External Trustee & Vice Chair) SPC

Graham Briscoe (External Trustee) GB

Daniel Tinkler (External Trustee) by skype DT

M Davies (Marjon SU GM - in attendance) MD

Matthew Callow (Nominated Student Trustee) MC

Lauren Edwards (Nominated Student Trustee – in attendance) LE

Liam Prynn (Nominated Student Trustee-in attendance) LP

Disclosure: DT reported that in his new role with Advance HE, he has a professional relationship with Victoria Holbrook who sits on the University Board of Governors.

1. Welcome:

GG welcomed all to the meeting. GG

1. **Apologies:** GG

 Apologies were noted from Sarah Davey.

1. **Minutes from the December meeting:** GG

The minutes were accepted by all.

1. Matters arising: Action Grid attached GG

MD reported that he was still talking with Dr.Philip Brown with regards becoming an alumni trustee. There also were two other people interested but they had not yet met the qualification period, currently this is 5 years. It was suggested that MD looked into this period. GG reported that he was still trying to talk to the VC regarding university representation at our board meetings. GB commented that Canterbury Christ Church student union have the deputy VC as a full member of their board.

 Student Trustees

The Board welcomed Liam Prynn and Lauren Edwards to the meeting and were afforded the opportunity to informally interview them on becoming student trustees. They were then asked briefly to leave the room and the board discussed their suitability. On returning the board approved their recruitment.

**5. Report from the Chair:** GG

GG reported that since the last meeting the university board had not met.

 He updated the board on Refreshers week that it was generally deemed a success, he suggested that in future years the SU concentrate on bigger events at the weekends and maybe not try and have events running throughout the week. GG also reported on the work the university and MSU were doing around climate emergency and a full conference had been held on the Marjon campus. MSU had also supported veganuary. LP reported on work going on around campus,. Electric car charging points have now been installed on campus.

 GG tabled an updated list of societies that has significantly increased with his calibration with the university engagement officer. SPC congratulated GG on this work. MD expanded how these clubs are to be funded. DT commented that this funding mechanism needs to be on the website to conform to the Education Act. Action MD. The Women in Leadership conference is being moved back to Friday 17th of April as the 16th of March would clash with MSU election results day. MSU will also be running a sexual awareness week. Preparations were well under way for varsity, MC is also on the varsity committee. MSU have also started to put together a May ball committee.

 GG successfully negotiated the removal of minimum card charges in the campus shop.

 SEC Update

 SEC issues raised timetable variations.

 Roast dinners (what about vegetarians).

 GB felt that issues such as this will be reflected in the NSS.

GG conclude by informing the board that he has made a NSS promotional video that will be screen in third year lectures.

 LE left the meeting.

1. **MSU KPI review:**  GG/SPC

SPC wanted to complete the KPI work left over from the turnaround board and as required in the strategic Plan.

Attached documented asked how some of this will be implemented and quantified. SPC expressed that she would be very happy for other members of the board to be involved. SPC explained that the KPIs had come out of discussions with two previous Presidents and with MD. DT asked for clarification on the date range of the KPI.

SPC explained that they were annual.

The discussion was cut short as SPC had to leave the meeting. GG left the meeting.

DT left the Meeting.

1. Report from the GM including: MD
2. Performance against budget (presented and attached)
3. Requested 2020/21 funding (presented and attached)

iii. Risk for current period

1. Key achievements/concerns (presented and attached)

Partnership Agreement progress (MD explained that he was a keen advocate of partnership agreement with the university with a clear and separate process for funding away from any political relationship).

1. General HR/SU discussion

 9. AOB:

 No other business and the meeting closed at 4.06pm.

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|  | **Action** | **By whom** | **Date** |
| **4 Matters Arising** |
| 1. | General Manager to look into the 5 year qualification period for alumni trustees | MD | asap |
| **5 Report from the Chair** |
| 1. | Clubs/societies funding mechanism to be posted on MSU website | MD | asap |
| 2. | Chair to contact NUS for legal advice on SU ‘changes’ | GG | asap |