MINUTES OF THE MEETING OF THE UELSU BOARD OF TRUSTEES HELD ON 21 FEBRUARY 2013 IN THE EB.1.44 AT THE UNIVERSITY OF EAST LONDON

1. Present: Sabuj Mohammad (Chair), Lee Rogers, Denise Iwuoha, Friday Obodo, Imran Hossain and James Walker

In attendance: Yousuf Joondan, Beverly Crawford, Mark Grayling (Clerk to the Board).

1. Apologies for absence: Ali Akgunes, Stacy Hall, Sarah Adams, Ray Wilkinson, Hani Assi.
2. Declarations of interest

Members present DECLARED no pecuniary interests or conflicts of interest in relation to any of the agenda items.

1. Minutes of the previous meeting

The Minutes of the Meeting held on 15 January were APPROVED and signed as a true and correct record.

1. Matters Arising from the Minutes

13/9:7 It was NOTED that the Associated Membership scheme was ready for launching to UEL staff initially.

20/12:10(c) It was NOTED that some changes to UEL attendance policy had been secured after lobbying by the Union and REPORTED that an amendment to current policy, which would mean the Union campaigning for an end to the rigid time limitation and a return to lecturer’s discretion, would be proposed at the forthcoming General Meeting.

20/12:10(f) It was NOTED that NUS Digital had presented and MSL were due on 12 March as the best options for a new website provider is considered.

15/1:6 It was NOTED that an arrest had been made, after the break-in on 18 December 2012, and that concerns about open access to the University campus at Docklands would be raised with Cllr Paul Woods at a meeting organised for 1 March.

15/1:6 It was CONFIRMED that the role of the Board in relation to strategy would be included in the Board Development day on 11 April.

15/1:8 It was AGREED that the FTOs should have discussed the NUS Diagnostic Report ahead of the Board Development day on 11 April.

1. Committees of the Board
2. The notes from Leadership Team meeting held on 7 February 2013 were RECEIVED. Under 7/2:4, it was NOTED that the proposed venue for the Summer Ball was Troxy at Limehouse.
3. The Minutes of the Finance Committee meeting held on 30 January 2013 were RECEIVED. The continuing minor problems with the Blue Spire accountancy service were NOTED.
4. The Minutes of the Evaluation, Ethics and Standards Committee held on 15 January were RECEIVED. It was NOTED that Stacy had been appointed as Chair and that the “joint-committee” composition made for a different meeting dynamic to other Committees of the Board. Terms of Reference were RATIFIED as follows:
5. The Evaluation, Ethics and Standards Committee is a Committee of the Board of Trustees as described in the Constitution and shall meet a minimum of twice each year.
6. The purpose of the Evaluation, Ethics and Standards Committee is to advise the Board on matters in relation to the Union’s impact on the environment, on ethical issues and in relation to the Union’s role in both the local community and wider civic/civil society.

1. The Evaluation, Ethics and Standards Committee’s responsibilities are summarised as follows:
* To review environment practices and policies such as recycling, waste management and energy conservation as appropriate.
* To promote ways in which the Union can reduce the impact it has on the environment as well as the impact in can have on global and local ethical concerns.
* To oversee, monitor and comment on such items as whistle blowing policy, disciplinary procedure, bullying/harassment policy, and any other policy which requires specific moral choices to be made by a member of staff or student and to consider any ethical issues that may arise from complaints under such procedures.

1. (a) Membership of the Evaluation, Ethics and Standards Committee shall be the

 President, one other Officer Trustee appointed by the Board, two external Trustees

 appointed by the Board, a representative appointed by the University of East London

 and a representative appointed by NUS.

1. The Union Ethics and Environment Officer will normally be invited to attend meetings of the Evaluation, Ethics and Standards Committee.
2. The Evaluation, Ethics and Standards Committee may seek independent advice on matters in relation to these terms of reference.
3. The CEO shall normally attend meetings of the Evaluation, Ethics and Standards Committee in an advisory capacity.
4. It was AGREED to establish a quorum for Committees of the Board as follows: *There shall be three members present with a minimum of one remunerated trustee (FTO) and one unremunerated trustee.*
5. Management Accounts

The January management accounts were RECEIVED and the under-spend in some of the membership activity areas NOTED. The Board urged the FTOs to take more of an initiative on matters such as welfare and housing campaigns.

1. Chief Executive Officer’s report
2. The CEO’s report was RECEIVED. It was AGREED to include an item on the survey of members in the next available issue of ReFuel.
3. As a supplementary to the paper, Yousuf reported that 26 nominations had been received for the five FTO posts (target 4 per post and all contested) and 116 for other posts and delegation places. It was NOTED that this was up on the previous year which had been 16 and 81 respectively.
4. President’s report

Sabuj tabled a paper which was RECEIVED. The Board urged that every effort should be made to achieve a quorate General Meeting and suggested a lucky prize-draw with Ball tickets as a prize as an incentive.

1. The date for the next regular meeting was CONFIRMED as 23 April 2013, after the Board Development Day on 11 April.

Signed as a true and correct record……………………………………………………….

Date…………………………………………………………………………………………….

MG/BoT/mg

28 January 2012