

**University of St Andrews
Students' Association
Student Services Council**

MINUTES

Tuesday 9th April 2019, Committee Room, 5:30 pm

Present

Member's Name

Olivia Wiggins
Jack Rogan
Morgan Morris
Alice Foulis
Adam Powrie
Shaina Sullivan
Flora Smith
Parker Hansen
Sandra Mitchell
Paloma Paige
Jamie Rodney
Tom Groves
Frankie Borderie
Toni Valencia
Mika Schmeling
Gavin Sanford
Markus Lee
Lisa Marie Husby

Position

Association Alumni Officer
Association Chair
Association Community Relations Officer
Association Director of Education
Association Director of Events and Services
Association Director of Student Development and Activities-Elect
Association Director of Wellbeing-Elect
Association LGBT+ Officer
Association Lifelong Learning Officer
Association President
Association President-Elect
SSC Broadcasting Officer (STAR)
SSC Charities Officer
SSC Debates Officer
SSC Design Team Convener/Association Director of Events and Services-Elect
SSC Member Without Portfolio
SSC Societies Officer
SSC Volunteering Officer

In Attendance

Iain Cupples Student Advocate (Education)/HR Manager

1. Adoption of the Agenda

Accepted.

2. Apologies for Absence

Amy Bretherton	Association Director of Education-Elect	Apologies
Jamie Minns	Association Director of Student Development and Activities	Apologies
Nick Farrer	Association Director of Wellbeing	Apologies
Lauren Davis	Association Environment Officer	Apologies
Fiona Murray	Athletic Union President	Apologies
Chloe Ashley	SSC Arts Festival Convener	Apologies
Paul Lancaster	SSC Entertainments Convener	Apologies

Manaal Mahjoub	SSC Performing Arts Officer	Apologies
Cameron Rice	SSC Postgraduate Officer	Apologies
Blake Purchase	SSC Postgraduate Officer-Elect	Apologies

3. Open Forum

No business.

1. Reports from the Sabbatical Officers

1.1. Report of the Athletic Union President.

Fiona Murray (FM) had emailed a report which Paloma Paige (PP) read. FM was currently doing a lot of work in advance of the AU awards ceremony which would be taking place on the 25th April. The AU would also be inducting 3 new people into the Saints Sport Hall of Fame. The Jonny Wookey ice hockey game was being held this evening, accounting for FM's apologies. Finally, Rugby 7s would be held on 20th April so FM urged members to buy tickets now.

1.2. Report of the Association President.

PP was working on a student consultation around accommodation, and doing a lot of work for the Fife Council HMO meeting this Friday coming, as well as attending a lot of AGMs and interviews for subcommittees.

1.3. Report of the Association Director of Events and Services.

Adam Powrie (AP) told the Council that only about 50 Graduation and Summer Ball tickets were left from the allocation of around 2000, and the event was expected to sell out. On The Rocks was ongoing at the moment. AP reminded members that if they need help from the Entertainments Crew, they should get in touch with Paul Lancaster (PL) as Entertainments Convener.

1.4. Report of the Association Director of Student Development and Activities.

Not present.

1.5. Report of the Association Director of Education.

Alice Foulis (AF) reported that teaching awards were coming up: winners had now been decided for every category including the Proctor's Award. The Beacon Bar would be open as a revision space during exams except for one day. AF highlighted the study space tool in MySaint, which would launch on Monday. The Library were looking for students for a customer service excellence lunch, providing a free lunch in exchange for feedback on Library services.

1.6. Report of the Association Director of Wellbeing.

Nick Farrer (NF) was not present but had emailed the following report:

"I'd like to offer congratulations and sincere thanks to our kid Emma Walsh for delivering a tremendous, tremendous Wellbeing week. She's done us all dead proud and I hope people round the table are happy giving her a brief round of applause. I'd also like to congratulate Katherine Frost for accepting our offer to become the next Peer Support coordinator, who'll take over from Flora

soon. More congratulations go to St Andrews Nightline, who have been shortlisted for every applicable category in their national awards except for most improved due to their sound performance. I'm buzzing to join them at their national conference this weekend. We've had encouraging meetings in the past week regarding the University's Mental Health Strategy, and our next steps for Out of Hours GP services. This week I've finally tidied up the many elections receipts, and I'll be putting out publicity to recruit for the Wellbeing committee and seek nominations for the John Honey award too."

2. Questions for Association Committees.

2.1. Questions for Association Alumni Committee.

Alumni Festival had been held last weekend: Olivia Wiggins (OW) minuted thanks to everyone involved. Applications for subcommittee positions were now open.

2.2. Questions for Association Community Relations Committee.

Morgan Morris (MM) said that interviews for subcommittee positions would be held on Wednesday. Officers from Durham University SU would be visiting St Andrews on the 1st May: MM invited officers to come and welcome them.

2.3. Questions for Association LGBT+ Committee.

2.4. Questions for Association Lifelong and Flexible Learners Committee.

Sandra Mitchell (SM) said the subcommittee AGM had been held last night. All committee positions except treasurer and PG representative had been filled.

2.5. Questions for Association Environment Committee.

3. Questions for SSC Subcommittees.

3.1. Questions for SSC Broadcasting Committee.

3.2. Questions for SSC Charities Committee.

Frankie Borderie (FB) noted that the 'Secret St Andrews' event would be on April 13th. There was an Easter egg collection in the Union Foyer.

3.3. Questions for SSC Debates Committee.

The Debates AGM would be held tomorrow.

3.4. Questions for SSC Performing Arts Committee.

3.5. Questions for SSC Postgraduate Committee.

3.6. Questions for SSC Societies Committee.

Markus Lee (ML) said that the Societies Committee AGM had been held yesterday and all positions filled. Societies Awards applications closed on Friday: 59 nominations had been received, which was very high. Societies training reaffiliation dates had been confirmed.

3.7. Questions for SSC Music Committee.

The Music Officer had resigned. Questions and issues should be directed to AP at present.

- 3.8. Questions for SSC Volunteering Committee.
- 3.9. Questions for SSC Design Committee.
- 3.10. Questions for SSC ENTS Committee.
- 3.11. Questions for SSC On the Rocks Committee.
- 3.12. Questions for SSC Member without Portfolio.

4. New General Business.

- 4.1. S. 19-1 Motion to Update the Students' Association Constitution (See Appendix 1).

There were no questions or debate on this motion and it was **passed without dissent**.

- 4.2. J. 19-2 Motion to use the correct spelling of 'Convener' across all Association (See Appendix 2) Roles and Documentation.

It was noted that the motion was technically by petition, but the petition lacked matriculation numbers or any other way to verify that the signatories were ordinary members. TG and FB agreed to second the motion in order to allow discussion.

Gavin Sanford (GS) introduced the motion, stating that the spelling of 'convener' was inconsistent across SA documentation including the Constitution and website, and citing references to show that the correct spelling was 'convener' not 'convenor'.

There were no questions so the Chair moved to debate on the motion. PP noted that it would take time to replace and correct this terminology, and that this time was perhaps better spent elsewhere. AF pointed out that School of Languages department convenors used the '-or' spelling in their email addresses and that this would not be straightforward to amend. AP raised the issue of societies constitutions, noting that this motion could be taken to apply to those as well. PP noted that Students' Association Board approval may be necessary for amendments to the Laws, even if only for spelling purposes. Jamie Rodney (JR) asked whether this issue really mattered, while Mika Schmeling (MS) pointed out that some sources said that both spellings were acceptable.

AP suggested that rather than mandate an immediate change, the spellings could be updated as and when documents were being reviewed? GS said that perhaps the motion could be amended to allow a longer timescale. Iain Cupples (IC) pointed out that the motion did not specify a timescale at present so procedurally, it was not strictly necessary to amend the motion for that reason. AF noted that asking the University to change any references in their documentation was not within Association control. ML suggested tabling the motion to the next meeting, while AP suggested withdrawing and resubmitting it. GS formally **withdrew** the motion.

5. Any other competent business.

None.

6. Collaborative solutions.

Not minuted.

Association Officer Reports

Association Alumni Officer – Olivia Wiggins

This weekend is Alumni Festival Weekend! We are expecting plenty of former students to join us for events including the Alumni Dinner, Pub Quiz and a special debate in Lower Parliament Hall. There are also several events hosted by societies and sports clubs that should appeal to current students and Offer Holder Day attendees. The current Alumni sub-committee will be working hard to make sure the festival runs smoothly.

I am planning to contact faculty presidents to discuss setting up subject based careers events over the upcoming academic year. My sub-committee's AGM will be advertised this week.

Association Community Relations Officer – Morgan Morris

Community Relations Applications will close this Sunday and the process of selection will begin next week. We are organizing an Itinerary for representatives from Durham University and Students Association, so watch this space for an event happening on May 1st which you will all be invited to. I am collaborating with Got Consent to run a workshop for my committee and a couple of other groups. The Your St Andrews book will be back for September 2019, so if you would like to contribute something please get in touch with me ASAP. Our May Dip campaign will be coming back with Wellbeing, so again watch this space.

Association Environment Officer – Lauren Davis

I am choosing my committee in the next week. I am so excited to work with a new group of keen beans! Fashion Revolution week is coming up and we have prepared all events running April 22-28th. Additionally, I will be creating a conference with the help of multiple societies next year to discuss Climate Change - if anyone has ideas or would like to get involved, feel free to do so.

Association LGBT+ Officer

Pride is close approaching and glitterball will have happened by this meeting. Also, our AGM is set for the 24th of April. Otherwise, nothing new!

Association Lifelong and Flexible Learners Officer

Nothing to report

SSC Member Reports

SSC Postgraduate Officer – Blake Purchase

Following conclusion of Spring Break, the committee have been particularly focused in preparing for the St Leonard's College Dinner that takes place on May 2nd. Tickets for this will go on sale on Monday. We are also planning further formal dinners and wine and cheese evenings to take place over at DRA. In terms of other events, we are planning beach bonfires and additional bus trips to locations such as Balmoral. We are also organising the hand-over for the recently co-opted Development Officer role.

SSC Broadcasting Officer – Tom Groves

Since the previous report, submitted 27th March, I have almost finished running the thirty-eight committee interviews, and I'm confident that this year's team will be able to make a lot of constructive changes to the station. Every position has been filled, pending acceptance from the successful applicants, and emails will be going out by Saturday 6th. Our bonfire event went well, with more than fifty people turning up in total, and the motion to update our constitution was passed.

Currently, I am talking to Broadcast Radio about fixing the faders on the studio mixer, preparing for the handover meeting next week, and finding prizes for the upcoming STAR Awards. We are ready for the Student Experience Showcase on 6th April.

Coming up, the STAR Awards will take place in Sandy's Bar on Tuesday 30th April, and you should look forward to seeing how the new committee starts to improve the station's output.

SSC Charities Officer – Frankie Borderie

I am conducting interviews for certain positions on our Executive Committee this week, ahead of our AGM on the 17th. This will allow unsuccessful applicants time to consider running for another position. Student voting for next year's charities will open later this week and we would appreciate if you could all share this as much as possible, it is important to get student engagement with the charities as we raise so much money for them each year (over £100,000!). We are putting together our totals raised this year and hope to have a running figure by our AGM. Our Secret St Andrews event (13th April) is live and boxes have been placed around different university buildings and halls, including the Union, for students to submit secrets to; we have already had a good response with lots of secrets but we always welcome more! There will be an article in The Saint about Race2 and we hope it will be positive. Next week, we will also be collecting Easter eggs for children of domestic abuse victims which we will then give to Fife Women's Aid (local charity) to distribute.

SSC Debates Officer – Toni Valencia

The Union Debating Society had a lot of events throughout this week. On Thursday, we co-hosted alongside the Student Association and Accommodation St Andrews Subcommittee a panel discussion on "Student Housing: Expert Panel Q&A"

Over the weekend, we will be participating in the Offer Holder's Fayre where we will set up a booth for offer holders to find out more about the Union Debating Society and other aspects of why they should attend St. Andrews! We will be also hosting our Alumni Debate for Alumni Weekend. We will have a debate in parliament hall inviting UDS Alumni to go against present UDS members on the motion of "This House Believes That St Andrews Was Better in My Day." All university students and alumni are more than welcome to attend. It should be a fun event!

Regarding competitive debating, we will send 5 teams and a few judges to Glasgow Ancients. One of our members were also approached to be the Equity Officer for Glasgow Women's.

Our training sessions increased in turnout after our Debate Taste Tester Session on Monday, April 1. After the success of our taste tester, we intend to host more novice debate training throughout the next academic year to encourage more people to join debating anytime of the year.

SSC Design Team Convenor – Mika Schmeling

We're getting ready for our AGM coming up on the 18th and the end of year student showcase on the 19th. Submissions are accepted for the showcase until the 17th so if anyone has any submissions - feel free to add in! Otherwise getting ready to appoint a new convener. Applications were due in yesterday, and hopefully this week we will have a new DT convener.

SSC ENTS Convener – Paul Lancaster

Lots of shows, I got re-appointed convener - woo!

SSC Music Officer – Danil Flewelling

This week I have focused on planning logistics for the upcoming (not yet dated) AGM. I have also begun writing questions up for the incoming interviews. Outside of all of that, the a new meeting time has been created (6pm on Fridays), and some of our gear we ordered arrived in the mail.

SSC Performing Arts Officer – Manaal Mahjoub

Our AGM date has been finalised and will be Sunday the 21st of April at 19:00 in Beacon Bar. The Facebook event will be going live soon, and I'd really appreciate it if people could click 'going' or 'interested' to help publicise it more.

SSC Societies Officer – Markus Lee

Updated Standing Orders for societies with correct information. Some new carve-ups have come to the meeting. We will be going through society award application this coming week.

SSC Volunteering Officer – Lisa Marie Husby

SVS hosted a very successful pub quiz on the 2nd of April. We haven't had many socials the last year but we are planning to have more social activities this coming year. At the moment we are busy planning our AGM and finding new committee members. Applications open this week and our AGM will be on the 22nd of April.

SSC Arts Festival Convener

No Report Submitted

SSC Member without Portfolio – Gavin Sandford

I made graphics that were shared to Facebook letting people know what councils has been up to. So far it has been really successful.

Appendix 1

SSC Motion to update the University of St Andrews Students' Association Constitution

Owner: Nick Farrer

In effect from: 16th April 2019

Review: 16th April 2019

This SSC Notes:

1. That the Constitution of the Students' Association does not reflect current practice in several areas, to be detailed below.
2. That changes to the Constitution must be approved by Councils and the Association Board, approved by the University Court, and notified to the Office of the Scottish Charity Regulator (OSCR).

This SSC Believes:

1. That the Constitution is an important document and must be kept up to date.
2. That the changes noted below allow the good functioning of the Association.

This SSC Resolves:

1. To approve the changes below and keep the Constitution under review and up to date in future.

Proposed: Nick Farrer, Director of Wellbeing

Seconded: Paloma Paige, Association President

Alice Foulis, Director of Education

Parker Hansen, Association LGBT+ Officer

Appendix 1: Changes and rationale

1. On page 5, point 1, there is a reference to 'three elected non-sabbatical Officers of the Association including the Association Chair' as being members of the Students' Association Board. The Chair is no longer a member of the Board. As such, the text should be amended to read 'two elected non-sabbatical Officers of the Association', and the words 'including the Association Chair' should be deleted.
2. On page 5, point 5, it is explained that the Chairperson of the SAB 'shall be elected annually [...] from among the non-student members'. It has been custom and practice for many years to restrict this so that the appointees of the University Court are not eligible for this position. The text 'excluding the appointees of the University Court' should therefore be added.
3. On page 5, point 8, there is a sentence reading 'he/she will recuse himself/herself'. This text should be amended to read 'that person will recuse themselves'.
4. On page 6, point 9, the text 'or if unable to do so should recuse themselves' should be added after 'act as Trustees of the Association'.

5. On page 8, point 5, part ii, there is a reference to 'the Union Council'. This text should be amended to become plural and a reference to the Executive committee added ('the Union Councils or Executive committee').

Appendix 2

(J) Motion to use the correct spelling of 'convener' across all Association roles & documentation

Owner: William Thompson

Responsibility of: Gavin Sandford (SSC Member without Portfolio) In effect from: Immediately

Review date: 1st September 2019

This petition notes:

1. The correct spelling of the word meaning to convene a group of people is 'convener'.

(Appendix A)

2. Across the association roles and documentation the word 'convenor' frequently appears.

(Appendix B)

This petition believes:

1. For clarity the association should use the correct spelling everywhere.

This petition resolves:

1. Change all occurrences of the word 'convenor' to 'convener' across all association

documentation.

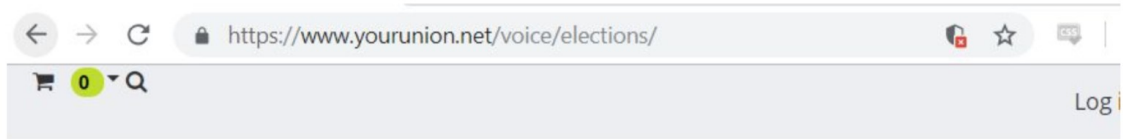
Proposer:

William Thompson, Gavin Sandford & petition members

Appendix A


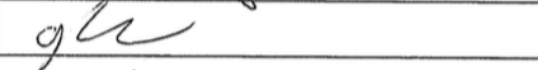
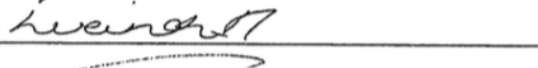


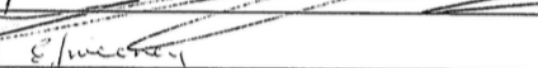
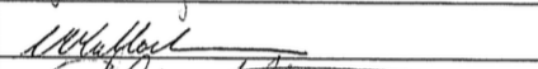
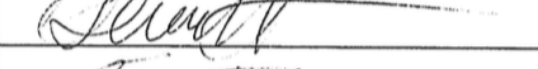
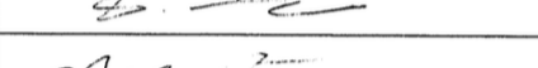
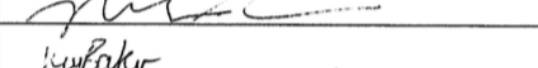
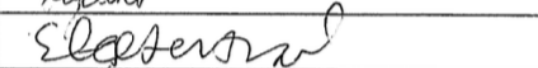
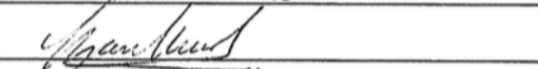
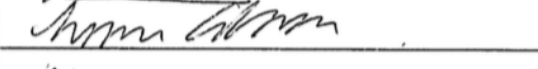
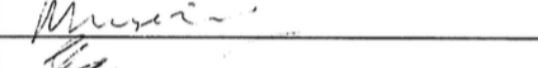

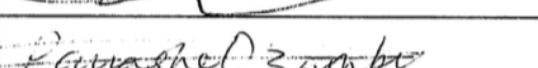
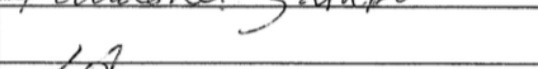
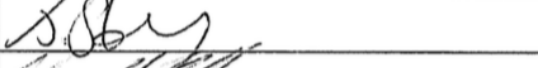
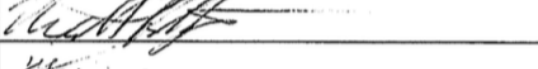


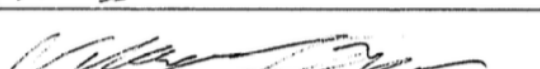



The image is a screenshot of a Google search page. The search bar contains the text "convener or convenor". Below the search bar, there are tabs for "All", "News", "Images", "Maps", "Videos", and "More". The "All" tab is selected. Below the tabs, it says "About 428,000 results (0.25 seconds)". A knowledge panel is displayed, containing the text: "As nouns the difference between **convener** and **convenor**. is that **convener** is one who convenes or calls a meeting while **convenor** is one who assembles for an official or public purpose." Below this text is a link: "Convener or Convenor - What's the difference? | WikiDiff" with the URL "https://wikidiff.com/convener/convenor". At the bottom right of the knowledge panel, there are two icons: a question mark and a speech bubble, with the text "About this result" and "Feedback" respectively.

Appendix B



modern languages convenors

Position	Winner
Arabic/Persian Convenor	-
Comparative Literature Convenor	Julia Whalen
French Convenor	Sarah Donald
German Convenor	-
Italian Convenor	Ellie Connon
Russian Convenor	Sarah Greenberg
Spanish Convenor	Lara Marcucilli

Member	Signature
Will Thompson	
Gavin Sandford	
Lucinda Haslock	
Natasha Maurer	
RYAN DELANEY	
Manraj Sanghera	
Emer Sweeney	
Susan McCusker	
Kristen Shantz	
Edward Smith	
Matthew Midgett	
Joseph Baker	
Eloise Lobenthal	
RYAN MASAD	
Lynnea Colledge	
Mathew Cunningham	
Jacob Roje	
Eiran Dolan	
PANASHE DZAMBO	
ZOE NENGI TE (Gliderhill Convener)	
Josh Stevens	
Max Holtzman	
Heather Farley	
Miranda Lee	
Udara Nagodavithana	

Nicholas Essex



Luis Koster



Amy Suddards
Zelda Tobler-Kotyk

