



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

MINUTES

Tuesday 2nd October 2018, Small Rehearsal Room, 6 pm

Present

Member's Name

Olivia Sutton
Sneha Nair
Morgan Morris
Alice Foulis
Adam Powrie
Jamie Minns
Nick Farrer
Lauren Davis
Zelda Kotyk
Sarah Ramage
Paloma Paige
Chloe Ashley
Laura Mueller
Niamh McGurk
Matthew Singer
Mika Schmeling
Paul Lancaster
Shaina Sullivan
Casper Sanderson
Rowan Wishart
Cameron Rice
Kevin Phelan
Adam Lord

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
Association Director of Wellbeing
Association Environment Officer
Association LGBT+ Officer
Association Lifelong and Flexible Learners Officer
Association President
SSC Arts Festival Convener
SSC Broadcasting Officer
SSC Charities Officer
SSC Debates Officer
SSC Design Team Convener
SSC Entertainments Convener
SSC Member Without Portfolio
SSC Music Officer
SSC Performing Arts Officer
SSC Postgraduate Officer
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

Fiona Murray

Athletic Union President

Apologies

3. Open Forum

No business

4. Reports of Sabbatical Officers

4.1. Report of the Association President

Paloma had attended the public consultation event held over the withdrawal of out of hours services at the Community Hospital. The St Andrews event had the best turnout of any such event in Fife, with a large number of students present. In addition, the sabbaticals and other volunteers had been knocking doors to gather signatures for the petition. Local people appreciated the student turnout at the consultation and other efforts.

Paloma also went to the opening of the Community Hub on Langlands Road, and she encouraged members to get involved with the projects based there. Alice and Paloma had been added to a University working group on Brexit. This group would have a flexible format. Input from council members was welcome, and could be directed to Paloma.

4.2. Report of the Association Director of Wellbeing

Nick spoke on the out of hours campaign also, and noted that a huge amount of ground had been covered while gathering signatures on Sunday with four volunteers. The sabs would be going out again this weekend and more volunteers would be welcome.

SHAG week was ongoing. There had been great events at the weekend, including guest speakers and workshops. Nick was continuing to revamp the HelpHub, unifying support and advice information on the website. Preparations for Raisin were ongoing. Finally, active listening training was available for heads of subcommittees.

4.3. Report of the Association Director of Education

Class rep training had occupied Alice's week. Alice noted that some council members had approached her about talking to School Presidents, and she would schedule opportunities for this.

4.4. Report of the Athletic Union President

Not present.

4.5. Report of the Association Director of Events & Services

Hot Dub last week had sold out, and the Bop also sold out. Adam was working towards Hallowe'en, with the aim of making it a really big event, so he was asking for volunteers to help. There had been an issue with society, sports club and subcommittee members selling tickets for events on at higher price. The Association did not endorse this: members should make efforts to discourage this.

4.6. Report of the Association Director of Student Development & Activities

An issue with student project fund applications had been fixed. Jamie was planning careers week – although this was in second semester, it was not too early for members to think about this if they were planning to put on an event, as speakers often needed substantial notice. He was also working

with admissions to promote the Association in different ways to prospective students. Planning for university challenge team trials was in process. Members were reminded that compulsory CAPOD training would take place on Sunday 14th October. If there were any issues or queries about EGMs, or any other subject, members should feel free to come talk to sabs at any time.

5. Questions for Association Committees

- 5.1. Questions for Association Alumni Committee
- 5.2. Questions for Association Community Relations Committee

Morgan also mentioned the new North-East Fife Community Hub: the staff were always looking for volunteers, but also for people to do performances. Members should contact Morgan if interested.

- 5.3. Questions for Association Environment Committee

Lauren had confirmed the launch event for Green Week just today, which would be held in St. Mary's Quad. The Principal would endorse Earth Year. Other events would be finalised soon.

- 5.4. Questions for Association LGBT+ Committee

Queer Question Time would be held on Thursday in conjunction with Debates: members should come along and invite friends. The Safeword Bop would be held on Friday. There would be an Ace/Aro meetup on Sunday. The LGBT+ AGM and National Coming Out Day were still to come.

- 5.5. Questions for Association Lifers Committee

6. Questions for SSC Subcommittees

- 6.1. Questions for SSC Broadcasting Committee
- 6.2. Questions for SSC Charities Committee

Race2 signups were open and 160 people had applied. Charities had held their EGM and now had a full committee. Catwalk auditions would be this weekend.

- 6.3. Questions for SSC Debates Committee

Debates had chosen teams for the Worlds. Queer Question Time and Green Week debates were to come.

- 6.4. Questions for SSC Performing Arts Committee

Mermaids would be holding an EGM next Monday.

- 6.5. Questions for SSC Postgraduate Committee

PG Committee held an EGM last night, but only filled half of positions: Cameron asked members to encourage any PGs they knew to get involved.

- 6.6. Questions for SSC Societies Committee
- 6.7. Questions for SSC Music Committee (Music is Love)

Caspar had met with MUSA, with a view to doing events to draw people into the Bell Petegree museum.

- 6.8. Questions for SSC Volunteering Committee
- 6.9. Questions for SSC Design Committee
- 6.10. Questions for SSC Entertainments Committee
- 6.11. Questions for SSC On The Rocks Committee

Event applications were open, and an information evening was to be held after this meeting.

- 6.12. Questions for SSC Member without Portfolio

7. Unfinished General Business

8. New General Business

- 8.1. Societies Subcommittee Election

Matthew Singer was nominated by Kevin Phelan, with Laura Mueller seconding. As there were no other nominations and no objection, Matthew was duly appointed.

- 8.2. [University Strategy](#) Report

Paloma introduced this item. She noted that there had been an email from the Principal to all students seeking comments but that it was also important to get input from Councils as the official voice of the student body. There would be a draft presented to University Court later this month, giving an opportunity for comments to be incorporated in the final version. Paloma asked for questions and criticisms, particularly around whether the document genuinely reflected student interests and the aims the Councils felt the University ought to reflect.

Members were asked to contribute comments both individually and as part of the Councils response.

9. Any Other Competent Business

None.

10. Collaborative Solutions

Not minuted.

SSC REPORTS

ASSOCIATION OFFICER REPORTS

Association Alumni Officer – Olivia Sutton

These past couple of weeks have been very productive as I have attended a few meetings with multiple people to help get some more direction for what we can do this year. My committee and I went to meet the Development Office and discussed ways in which we can work together over the upcoming year. This included doing research with our personal alumni networks to find out how we can attract more people to come to AFW2019. Paloma and I also attended a meeting with the Development Office and Athletic Union to discuss the Festival Weekend. This was quite productive and now that the dates are set we are able to start making more solid plans. We will be changing the structure a bit this year so that events are more condensed and not so spread out, hopefully this will create more of an alumni community feel. I have also met with our SaintConnect liaison to discuss how to proceed with the mentorship programme, and we will be focusing on recruiting more students once the move over to Graduway has taken place. I have also been to see the Careers Centre to discuss possible events with them and the ways that we can support them and vice versa, and plan to meet with the school presidents soon.

Association Community Relations Officer – Morgan Morris

We have had another busy week, preparing for St Andrews day and our Raisin campaign. I am still looking for volunteers to take part in the 'Get your kilt on campaign' if anyone would like to take part watch for updates on the councils Facebook page

Association Environment Officer – Lauren Davis

The Environment Subcommittee is hard at work as Green Week plans are being nailed down by the end of week 2. We only have a week until the big launch event! Stay tuned for more details of what is to come because we have BIG plans for Monday 8th October. If you see an event that interests you, please do come along or help us promote events by sharing them with your friends and to your subcommittees.

Association LGBT+ Officer – Zelda Kotyk

Nothing to Report

Association Lifers Officer – Sarah Ramage

Nothing to Report

SSC REPORTS

SSC Broadcasting Officer- Laura Mueller

STAR has finished our demo-ing (interviews) for radio shows. We had over 100 applications - the most in STAR's recent (and known) history! By the time I have written this, scheduling and training will have been completed for 200+ applicants, and we will be on air by Monday, October 1. As well, our online news source, The Record, is having a meeting for student writers. We are looking into purchasing an audio interface to help with recordings outside of the studio. We are also sending two members of the committee to London for a Student Radio Association event on October 4 - our first engagement with the SRA, and are looking to become members soon.

SSC Charities Officer -Niamh McGurk

No report submitted

SSC Debates Officer- Matthew Singer

No report submitted

SSC Performing Arts Officer- Rowan Wishart

This week we have been working towards closing the budgets for our shows at the fringe. We had a member of our committee resign so we have organised an EGM for Monday the 8th of October.

SSC Postgraduate Officer –Cameron Rice

The PG Society will host its EGM on Monday 1st October. At the time of writing we are hoping for a good turn out and aim to retain/fill all committee member positions for the current academic year.

SSC Societies Officer-Kevin Phelan

Nothing much! Had two big reaffiliation trainings Monday and Tuesday

SSC Student Music Officer - Casper Sanderson

Nothing to Report

SSC Volunteering Officer - Adam Lord

It has been a fantastic week for SVS! Applications closed this Sunday just gone, and we now have over 500 volunteers signed up for our projects. After training, they will all be active members of SVS. We are working to build the union volunteering portal into our training, to get the hours our volunteers carry out recognized. We are also holding a Grub Crawl this coming weekend to try and promote the social aspect of our subcommittee. All round it is has been quite a positive week for SVS!

SSC Design Team Convener –Mika Schmeling

We've had a good week so far! For our first Design Workshop, we had approx. 15 students and some advice / requests for future workshops. Our EGM is coming up next week, and we have added a new position to our committee. We have also added a new decoration to The DT for branding purposes. Great start to the year :).

SSC ENTS Convener – Paul Lancaster

The focus for Ents for week 1 and 2 (besides recovering from freshers) has been training our new crew. Some of the committee led by our technical coordinators (Natasha and Tom) put on some fantastic trainings on the Saturday of week 1 and the Wednesday of week 2 and we are pleased with the number of people who came along looking to get involved. Throughout the semester we hope to keep up this training and as part of this at the end of week 2 we have a cross training with mermaids where we train them on the union tech and they train us on the baron tech (in addition to our regular trainings on Wednesdays). This week (Week 2 – 25th Sep) we also had hot dub which was as popular ever and was a great event for Ents to do as it allowed some of our new crew to see what goes into hosting an external act. Coming up in the next few weeks and months we have shag week and Halloween so we are starting to look at what we as Ents can do to help put on some themed events.

SSC Arts Festival Convener- Chloe Ashley

On The Rocks have just appointed their subcommittees of which we had some very strong applicants. Event applications for the festival open on Monday 1st October and we have already received interest from several societies in hosting events. An Open Forum is being held on Tuesday evening for any questions about the process of hosting an event as part of OTR. We are also working on our Murder Mystery Black Tie dinner of which tickets are being released next Friday.

SSC Member without Portfolio- Shaina Sullivan

Nothing to Report