



Papers for SAF Meeting

Tuesday 13th April 2021

18 00 – MS Teams

Present

Member's Name

Position

Dan Marshall	Association President
Amy Gallacher	Association Director of Education
Leonie Hoher	Association Director of Education-Elect
Emma Walsh	Association Director of Wellbeing
Anna-Ruth Cockerham	Association Director of Wellbeing-Elect
Gavin Sandford	Association Director of Student Development and Activities
Avery Kitchens	Association Director of Student Development and Activities-Elect
Sophie Tyler	Association Athletic Union President
Jessica Smith	Association Athletic Union President-Elect
Maitreyi Tusharika	Association Chair
Kate MacLachlan	Principal Ambassador
Chloe Fielding	Principal Ambassador Elect
Julia Swerdlow	SAF Broadcasting Officer (STAR)
Amy Feakes	SAF Charities Officer (Charities Campaign)
Andrew Longworth	SAF Debates Officer (UDS)
Juan Pablo Rodriguez	SAF Music Officer (Music Fund)
Molly Ketcheson	SAF Performing Arts Officer (Mermaids)
Laura Connies-Laing	SAF Societies Officer
Tavanya Seth	Secretary to the SAF
Maja Lewis	SAF Volunteering Officer (SVS)
Iravati Kashyap	SAF Design Team Convenor Elect

In Attendance

Iain Cupples	Student Advocate (Education)/HR Manager
Capri Mancini	Secretary to the SRC/Minutes Secretary

1. Adoption of the Agenda

- a. The agenda was adopted.

2. Apologies for absence

- a. Tom Groves (Association Director of Events and Services)

3. Absent

- a. Lottie Doherty (Association President Elect)
- b. Edward Spencer (Design Team Convenor)
- c. Ryan Delaney (Entertainments Convenor)

4. Adoption of Minutes from Previous Meetings

- a. None

5. Open Forum

6. Reports of Sabbatical Officers

a. Report of the Association President

- i. Dan Marshall (DM) held focus groups with students and University court members this week and reports that it was really well received by the court members and they are looking into setting it up annually.
- ii. DM further reports they have been doing work with in conjunction with the university to try to do May Dip in a safe and legal way as it is expected students will do it regardless.
- iii. Reporting on something DM marks as SAF-relevant, DM has submitted the Rector's report to the university court with the Rector's Assessor's help. Included in the report are updates on the ongoing situation with the Baron and Byre Theatres, as well as ideas for widening access and inclusivity for societies.
- iv. There are no questions for DM from the SAF.

b. Report of the Athletic Union President

- i. Sophie Tyler (ST) reports that they are doing lots of risk assessments and spreadsheets as sports return to training amidst new restrictions and they are working their best to get sports back up and running.
- ii. ST adds that with the new changes to restrictions, Societies Sport will be able to restart and lots of societies are getting in touch about starting activities like dodgeball again. ST tells councillors if they would like to do Soc Sport with their subcommittees to get in touch. ST says Societies Sport will continue next year.
- iii. ST is currently working on a big project that is looking at Athletic Union and sports clubs memberships and potential changes to how people pay for them going forward.
- iv. ST is additionally leading an elections review, and will hopefully have it put together for the board meeting at the end of the month.
- v. There are no questions for ST from the SAF.

c. Report of the Association Director of Education

- i. Amy Gallacher (AG) says they are looking to open further study spaces across campus and are trying to focus on longstanding issues about booking times and the student frustration surrounding the amount of unfulfilled booked spaces.
- ii. AG says they are working on two school reviews, the School of Maths, and the Graduate School. Maths has been completed and the Graduate School review is next week and AG plans to highlight structural issues which happened earlier on in the semester. AG also plans to work with post-graduate interns for academic representation, which they hope will be ready and ironed out for the next academic year.
- iii. AG says they have a new online exam tool, as well as a confirmed vendor for online exams for the next academic year with the goal to keep the student view at the core of decisions and online examinations. AG tells councillors there are still 4 spots to participate in an online exam software trial if anyone would like to get involved.
- iv. There are no questions for AG from the SAF.

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

- i. Gavin Sandford (GS) says that there are still meetings regarding the Baron and Byre theatres going on and says the university is not going to reopen the baron this next year despite asking. GS is unsure what will happen next year regarding theatre and performance since no legal guidance has been laid out by the Scottish Government. GS also says there will be workshop space to replace what was in the Baron.

- ii. GS says they are mostly doing interviews for SAF subcommittees and assisting with AGMs. GS is also working on annual reports and looking through people's end of year reports. GS reminds the SAF that Honorary Life Membership nominations are open and encourages councillors to nominate people.
- iii. GS asks for transcripts from outgoing officers and incoming sabbaticals.
- iv. GS reminds the SAF that rules on gathering outside are legally changing from this Friday so 6 people from 6 households can meet outside and is planning to so letting students and councillors know what that means for subcommittees and societies to run activities in St Andrews.
- v. There are no questions for GS from the SAF.

e. Report of the Association Director of Wellbeing

- i. Emma Walsh (EW) says the most pressing thing they are working on is the appointment of two new trustees to the Board (EW chairs the governance staffing board). They report there are two open positions which will hopefully be filled soon so there can be a fully formed board at some point.
- ii. EW is helping the Museum on advising their new virtual exhibit which has to do with consent and is trying to figure out how they can do that in a safe and coherent way.
- iii. EW is also helping subcommittees with interviews or AGMs.
- iv. EW assures councillors that elections refunds are coming as they are in conversation with Jillian, the finance officer, about when they can start being reimbursed.
- v. EW says the student mental health agreement is also pressing and they are moving toward writing the end of term report.
- vi. There are no questions for EW from the SAF.

7. Questions for SAF members

- a. Maja Lewis (ML) didn't give her report in time to MT, so MT suggests they give their report now.
 - i. ML reports that they are working in SVS and with the subcommittee to combine the volunteering portal with the university one to make it more streamlined. ML also says they are doing their AGM and have recruited project officers but are still having a bit of difficulty filling all the positions so are extending the application period.
- b. There are no other questions for SAF members.

8. Any Other Competent Business

- a. None.

9. Collaborative Solutions

- a. Amy Feakes (AF) acknowledges the big change that has happened in councils as the SAF used to be the SSC and so AF wanted to give an idea to councillors of how the changes could work going forward to make useful change. AF says the move to a less formal SAF is aimed with a goal for collaboration and discussion within subcommittees and councillors to discuss issues faces as subcommittees to share in general problems (like engagement) and also to share general business or ideas for events or collaborations between councillors and subcommittees, as well as how to extend representation.
- b. AF says SAF is still a place for motions, particularly regarding anything that affects subcommittees.
- c. AF is open to other ideas and asks DM if they have anything to add, to which DM agrees with everything that AF has said but also that SAF is a forum to hold Sabbaticals accountable for activities and help in a non-private setting.

ST concurs. MT asks if there are questions for AF. There are no questions for AF.

- d. MT reminds councillors that subcommittee changes in form of a motion go to the SA Executive committee and MT will update the calendar so councillors know when SAExec meetings are to send in any motions when related to constitutions or subcommittees.

10. Adjournment.

- a. MT thanks everyone and says no more SAFs till September. Meeting adjourned.

Contents of Papers:

1. Reports from Councillors

SAF REPORTS

SAF Arts Festival Convener – VACANT

SAF Broadcasting Officer – Julia Swerdlow

No Report Submitted.

SAF Charities Officer – Amy Feakes

What have you done since you've been elected?

I passed a motion to update the committee structure and the addition of our new Challengers subcommittee. The exec committee and general committee interviews have been carried and positions accepted. Applications have been opened for the subcommittees and the AGM is planned. Worked to tie up ends on fundraising and projects from this year including Gives back and Race2raise.

What progress has been made on your manifesto?

Small structural changes of the subcommittee's structures have been made. Plans have begun on Challengers working with the new coordinator to find the company we wish to work with. The overall committee structure has been changed and implemented to allow for further delegation. We have created an outline of the grant process for charitable socs alongside the Socs Committee.

What do you hope to achieve by your next report?

By the end of the next report, I aim to have all subcommittee positions filled. All new members will have received their handovers, been inducted, and start working on their roles and briefs for the summer. A plan for how the new exec committee will work will be fully formed. Have set up more measurable goals for the year ahead as convener and for the whole committee. Further progress with Challengers with a plan for the year laid out.

Any events or opportunities that you would like other members to know about?

We have an upcoming textbook drive - any old textbooks you have you will be able to take to drop off points around town! They will then be sold for charity during freshers.

SAF Debates Officer - Andrew Longworth

What have you done since you've been elected?

I tasked and helped our public events board to run a panel discussion event focusing on gender-based violence and inequality in St Andrews. I've also worked to ensure that the planning for the annual St. Andrews open continues in earnest and planned the UDS AGM elections.

What progress has been made on your manifesto?

I have worked to put on a public event highlighting a topical issue, gender-based violence, to platform problems faced by women in St Andrews.

What do you hope to achieve by your next report?

By my next report, I hope to have some more public debates and events planned for the upcoming year and hopefully we should have a new debates board inducted following our AGM.

Any events or opportunities that you would like other members to know about?

The UDS AGM meeting is taking place after our committee elections on the 15th of April and will be live streamed to YouTube. Join us for handover speeches from the previous board, a financial report, and the result of our elections.

SAF Design Team Convenor – Edward Spencer

What have you done since your last report?

Launched the campaign for new Head of Design, head of Photography and Vice President. And preparing to release details for our AGM

What progress has been made on your manifesto?

N/A

What do you hope to achieve by your next report?

To have completed the hand over period to Ira, interviews and assigned new Head of Design, Head of Photography & Vice President.

Any events or opportunities that you would like other members to know about?

Apply to be our head of photography, design or vp see our fb page for details and keep tuned for our AGM details where all other roles will be up for grabs

SAF Ents Convenor – Ryan Delaney

What have you done since you've been elected?

Not much has happened, currently holding the position until elections take place

What progress has been made on your manifesto?

N/A (interviewed positions)

What do you hope to achieve by your next report?

Work with the incoming convenor to establish committee changes and a plan for the upcoming year based on the work done this year

Any events or opportunities that you would like other members to know about?

N/A

SAF Music Officer – Juan Pablo Rodriguez

What have you done since you've been elected?

I have been in contact with my two-line managers and the outgoing Music Officer. I have also been in contact with current members of the committee to let them know the plans for the upcoming year and invite them to return for next year

What progress has been made on your manifesto?

If successful, the constitution of the Music Fund will be changed on the first Executive Committee meeting, allowing the committee to change roles and functions, and setting in paper the goals for the Fund for the year 2021-2022.

What do you hope to achieve by your next report?

I aim to have promoted and interviewed all the positions available for next year's committee

Any events or opportunities that you would like other members to know about?

N/A

SAF Performing Arts Officer – Molly Ketcheson

What have you done since you've been elected?

I've had ongoing meetings with the Byre to discuss the Barron move. I'm in the process of doing my handover, and we've announced our AGM and interviews.

What progress has been made on your manifesto?

Not much so far, as my handover has not been completed yet!

What do you hope to achieve by your next report?

I hope to have a clear plan for the move to the Byre, and a plan for how to go forward with productions next semester, with the possibilities of both in-person and virtual theatre.

Any events or opportunities that you would like other members to know about?

Mermaids AGM and interviews nominations are now open!

SAF Postgraduate Activities Officer – VACANT

SAF Principal Ambassador – Kate MacLachlan

What have you done since your last report?

- Been involved in the recruitment of next year's Principal Team
- Organised and ran Admissions annual Offer Holders Day, the largest we have ever held
- Organised and ran one Admissions Visiting Day
- Ran specialised Offer Holder Day and Visiting Day interactive training sessions with Ambassadors
- Continued with admin elements of my role including contracts, payroll, and email enquiries
- Continued supporting the Principal Team in the running of other Ambassador projects including many widening access events each week, recruitment events and Virtual Visitor Experience sessions.

What progress has been made on your manifesto?

Unelected so no manifesto

What do you hope to achieve by your next report?

- Run second Visiting Day of the Semester
- Begin the Handover to the new Principal Team

Any events or opportunities that you would like other members to know about?

N/A

SAF Secretary to the SAF – Tavanya Seth

No Report Submitted.

SAF Societies Officer – Laura Connies-Laing

What have you done since you've been elected?

Chaired the weekly meetings. Advised societies on a 1-on-1 basis in Office Hours or separate meetings, either on my own or with the relative Executive committee member. Sending weekly emails, with a particular emphasis on guiding societies through the online AGM process. Interviewed for the new executive committee. Held an AGM to elect our non-executive roles and I am in the process of co-opting the rest. Making arrangements for Society Awards, including making Google Forms for nominations, being in touch with the Entertainments Team and working with the Publicity Officer to get the word around.

What progress has been made on your manifesto?

Introduced a 'nudge' system on the Union website to encourage more nominations for Societies Awards.

What do you hope to achieve by your next report?

Write a motion outlining an established for how the Societies Committee should handle any disputes or issues within societies that are brought to our attention. This is one of my manifesto plans.

Any events or opportunities that you would like other members to know about?

The Societies Committee is looking for our next Publicity Officer. This is a non-executive role, but it is essential to all that we do. Appointment will be done by co-option. So, if you have an eye for design and are good with graphics and social media, please do apply (or tell your friends to apply)! We need to fill this role ASAP.

SAF Volunteering Officer – Maja Lewis

No Report Submitted.