



University of St Andrews
Students' Association
Students' Representative Council

MINUTES

Tuesday 22 September 2015 - Committee Room - 6pm

Present

Member's Name	Position
Eleanor Mullin	Arts/Divinity Faculty President
Charlotte Andrews	Association Alumni Officer
Zara Evans	Association Chair
Clare Armstrong	Association Community Relations Officer
Joe Tantillo	Association Director of Representation
Kyle Blain	Association Director of Student Development and Activities
Alice Pickthall	Association Environment and Ethics Officer
Sigrid Jorgensen	Association LGBT Officer
Pat Mathewson	Association President
Sarah Thompson	President of the Athletic Union
Annie Newman	Rector's Assessor
Louise McCaul	Science/Medicine Faculty President
Alexandre Ciric	SRC Accommodation Officer
Nils Turner	SRC Employability Officer
Toby Emerson	SRC External Campaigns Officer
Jackie Ashkin	SRC Member for Racial Equality
Holly Johnston	SRC Member for First Years
Alice Lecointe	SRC Member for Gender Equality

Adam Stromme	SRC Member for International Students
Kate Mayer	SRC Member for Students with Disabilities
Tania Struetzel	SRC Postgraduate Convenor
Miriam Chappell	SRC Welfare Officer
Annabel Romanos	SSC Member without Portfolio

In Attendance

Iain Cupples	Education Advocate
Ilaria Gidoro	Education and Representation Coordinator (Minutes)
Ali West	Student
Joseph Cassidy	The Saint

Absent

Nicola Kennedy	Principal Ambassador
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1. Adoption of the Agenda

Mr Ali moved that the J.15-18 motion be dealt with after item 9.2.

The agenda was amended without dissent.

The agenda was adopted, as amended, without dissent.

2. Apologies for Absence

Member's Name	Position	Reason
Chris MacRae	Association Director of Events and Services	
Omar Ali	SRC Equal Opportunities Officer	
Aysha Marty	SRC Member for Mature Students	

3. Adoption of the Minutes of the Previous Meeting

The minutes of the meeting of the Joint council held on 15 October 2015 had not been circulated.

4. Matters Arising from the Minutes of the Previous Meeting

N/A

5. Open Forum

There was no business in the open forum.

6. Reports of the Sabbatical Officers

6.1 Report of the President of the Athletic Union

The Scottish Varsity Match had sold about 12000 tickets.

6.2 Report of the Association President

Mr Mathewson participated in the Planning and Resources Committee to discuss finance. Discussion was undergoing around the housing issue. The Principal selection committee had met the previous day and the advert was supposed to go live within the following ten days. Mr Mathewson had an Alumni meeting on Friday to discuss the second Alumni festival. He informed that there was discussion at Leuchars base about the transition from the Air Force to the Army.

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

Mr Blain informed that CAPOD had invited a journalist from Edinburgh to speak about new methods of organisation. This training event was going to be on Monday 12th October from 5.30 to 7pm. Mr Blain also reported that the volunteering portal was almost ready. The student project fund was going to be opened for anybody who needs money for projects, whether affiliated or not. Applications to be part of the Charities committee were open.

6.4. Report of the Association Director of Representation

Mr Tantillo informed that School Presidents had been trained and that the Education Committee had met the previous day. Class reps elections were still open, with about 527 nominations received, and Mr Tantillo encouraged attendees to vote. He also reminded of the training module online on equality and diversity. He asked attendees to test it before it was opened to students and to send feedback to Mr Ali. Mr Tantillo informed that the StAnd Together initiative was still ongoing and that the University published an updated policy on sexual misconduct online.

Action: All to test the online module and send feedback to Mr Ali.

6.5 Report of the Association Director of Events & Services

A report from Mr MacRae was read in absentia. The name 'P.U.L.L.' for Friday club nights had been changed to 'The Bop'. The Union is organising a full building event for Halloween, and Mr MacRae encouraged societies to get involved and organise their own events in one of the rooms of the Union.

Action: Interested societies to get in touch with Mr MacRae for proposals for Halloween.

7. Questions for Committees

7.1. Questions for Association Alumni Committee

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7.2. Questions for Association Community Relations Committee

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7.3 Questions for Association Environment and Ethics Committee

Ms Pickthall made an addition to her report. She encouraged people to apply by Friday 25th if they wanted to get involved in Green Week.

7.4 Questions for Association LGBT Committee

Ms Jorgensen amended a sentence in her report to include a missing word: 'Our Event this week is Speed Adoption and it is in collaboration with Wellbeing.'

7.5. Questions for Rector's Committee

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7.6 Questions for SRC Accommodation Committee

Mr Tantillo asked what the Accommodation Committee was doing at the moment. Mr Ciric replied that the committee had two meetings recently.

7.7 Questions for SRC Education Committee

Mr Turner informed that the Employability Committee was trying to introduce a funding offered by the Careers' Centre for Employability Reps and asked the Faculty Presidents if they wanted to collaborate. The Faculty Presidents replied that they were willing to collaborate.

7.8. Questions for SRC Employability Committee

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7.9. Questions for SRC Equal Opportunities Committee

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7.10. Questions for SRC External Campaigns Committee

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7.11. Questions for SRC Wellbeing Committee

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7.12. Any Other Competent Questions

There was no other competent question.

8. Unfinished General Business

There was no unfinished general business.

9. New General Business

9.1. J.15-17- A Motion to Introduce a Funding Cap For Societies

OWNER: Societies Committee

IN EFFECT FROM: Immediately

REVIEW DATE: December 2015

THIS SSC AND SRC NOTE:

- In the preceding four years, a small number of societies have received a majority of the Association's funding allocated for Societies.
- Some societies receive more Association funding than some SSC subcommittees
- The SSC Societies Committee are in the processes of amending its funding process

THIS SSC AND SRC BELIEVE:

- The current funding mechanism encourages larger, wealthier societies to pursue more ambitious events with Association funding, at the expense of resources available to smaller societies.
- The money allocated for affiliated societies would better serve the Association as a whole if it were distributed across a more diverse range of student activities.
- As well as the value of the aforementioned diversity, there is value to some large and ambitious events to the extent that they are worthy of the Association's financial support.

THIS SSC AND SRC RESOLVE:

- To submit the following amendments to the Laws of the Association to the Students' Association Board, with the recommendation that the same do pass:
 - To insert into Chapter Nine a new §5.4 with the following text, and renumber accordingly
- 4.** *The Committee shall not be competent to authorise funding in excess of £2000 to any society in any academic year without the approval of the SSC. Notwithstanding the provision of 5.3, this provision may not be waived at the Committee's discretion.*

Proposed on the Recommendation of the SSC Societies Committee

Mr Blain introduced the motion. He also reminded that societies can also look for other sources of funding.

Ms McCaul asked whether societies could apply for funding more than once. Mr Blain answered that yes, they can.

Mr Mathewson asked which societies would be affected. Mr Blain replied that he did not have the figures at that moment, but the societies who get a good amount of money usually use it to do good events/projects.

Mr Ciric asked how long it would take for a society to receive the approval from the SSC. Mr Blain replied that the funding application would be discussed at the next SSC meeting. Therefore, it would be maximum one week and five days to wait for a response.

Ms Jorgensen asked if societies had been informed of this possible change and if they wanted this change. Mr Blain could not answer this question, as it falls within the remit of the SSC Societies Officer.

Ms Chappell asked whether they were anticipating that all the money in the fund would be spent. Mr Blain replied that any unspent sum would go to the Freshers' Week's fund.

Ms Andrews commented that the councils should tell societies first, although introducing a cap is good. Mr Emerson asked if it was counter-productive to slightly postpone the decision until the societies had been informed. Mr Blain replied that he did not think so.

Mr Tantillo moved to postpone the decision on the motion J-15.17 until Week 4. Mr Blain seconded. The motion was postponed.

9.2 R. 15-3-A Motion To Provide For The Co-Option Of The SRC Member For Widening Access & Participation

THIS SRC AND SSC NOTE:

- A casual vacancy exists in the office of SRC Member for Widening Access & Participation.

THIS SRC AND SSC RESOLVE:

- To co-opt a new SRC Member for Widening Access & Participation at a meeting of the SRC on 6 October 2015.
- To mandate the Director of Representation to advertise the position.
- To express its gratitude to Maxwell Speirs for his service as SRC Member for Widening Access & Participation.

PROPOSED:

Pat Mathewson- Association President

Sarah Thompson- AU President

Joe Tantillo- Director of Representation

Kyle Blain- Director of Student Development and Activities

Mr Mathewson introduced the motion. He informed that councils would advertise the vacancy, candidates would join a SRC meeting to nominate themselves and a person would be elected.

Ms Newman moved to a vote.

The motion, as presented, was adopted without dissent.

J.15-18 A Motion To Accept The Rules of the 2015 NUS Referendum

This SRC Notes:

- There is an NUS Referendum on the 19th and 20th of November, 2015.

This SRC Resolves:

- To accept the rules for the referendum as approved by the Elections Committee.

Proposed:

The Elections Committee

Important dates & Info

Mass meetings to assemble election teams: 21st October

Campaigning Period Begins: Wednesday 11 November 17:00

Polling: Thursday 19 November 00:00 - Friday 20 November 17:00

NUS Referendum 2015: the rules

Online Voting

Contacting the Elections Team: saelect@st-andrews.ac.uk

The Elections Office will be open (tbc)

General Information

1. These rules govern the referendum and any associated campaigning and are subject to amendment by the Elections Committee at any time until voting ends.

Campaign Teams

2. Only Ordinary, Life and Honorary Life Members (henceforth 'members of the

Association') of the Association may campaign in referenda.

3. The Elections Committee will organize mass meetings to elect one campaign spokesperson and one deputy for each campaign to represent the campaign.
4. The campaign team as a whole, and the campaign spokespeople individually, will be held responsible for the conduct of the campaigns.
5. The Senior Election Team reserves the right, on the advice of a campaign team, to bar any Member of the Association from joining a campaign team.

Budget

6. Each campaign will be granted a budget by the Association of £350.
7. All expenditure by the campaign must be from this budget and registered with the Elections Team with receipts and/or invoices.
8. Any contributions of any kind must be registered with the Elections Team and will be taken from the campaign budget at a rate decided by the Elections Team.

Question Time

9. The Elections Committee will organize a formal forum on the matter of the referendum, with specific standing orders decided by the Elections Committee.
10. The Elections Committee reserves the right to invite non-members of the Association to speak.

Debate

11. The Elections Committee will organize a formal debate between the lead spokesperson for each campaign team.

Campaigning

12. The campaigning period starts at 10AM on the 11th November.
13. Campaigning must be responsible and not harm the good reputation of the Association; to this end, the following list of activities are expressly banned:
 - a) Graffiti and flyposting.
 - b) Abuse of other campaign team members or any individual.
 - c) Blackmail, bribery and/or harassment.
 - d) Any other action the Elections Committee designates as misconduct.
14. The campaign spokespeople may be held responsible for the actions of the members of their campaign teams by the Elections Committee
15. Teams may only place one poster on the noticeboards of any one Hall of Residence, and may not flyer individual rooms in Halls of Residence.
16. Lectures and seminars may not be used for campaigning.

17. Campaign teams may hand one poster each in to the Library and to the Elections Team for display in the Library and Union.

20. Societies affiliated to the Students' Association may campaign in the referendum provided that:

a) they provide minutes of a general meeting explicitly authorizing such campaigning to the Elections Team, and:

b) they do not use Association-funded resources on such campaigning, and:

c) their Constitution permits them to spend their society funds, and use the society name, in such campaigning.

21. No campaign is permitted to give out free or discounted alcohol as a method of promotion.

22. No campaign member may use personal or work contacts to gain an unfair financial or personal advantage.

Publicity/Electronic Publicity

24. All publicity must be presented to the Elections Team for approval with invoices or receipts as proof of cost.

25. Publicity must comply with the rules above, and may not be libelous or obscene.

26. Use of any Students' Association or Athletic Union resources to help a campaign is prohibited.

27. Anything used to create printed publicity does not need to be declared separately as part of the budget.

28. Posters are limited to a maximum size of A3 and must include the date of the election and an encouragement to recycle.

29. Flyers must include the date of the election and an encouragement to recycle

30. Home-made banners will be deducted from budgets at a blanket price of £7.50 for a single sheet size and £15 for a double unless a receipt for a lower price is produced.

31. Free webhosting will not be counted against campaign team budgets; if money is claimed for professional webhosting or other costs accruing from a website, it will be charged against the campaign team budget.

32. Any Facebook pages, profiles, groups or events created by either campaign team must ensure at least one member of the Elections Committee is a member of the page, profile, group or event.

33. Society, School, or any other pre-existing mailing lists may not be used to harvest email addresses, phone numbers, or any other data for campaign purposes.

34. Pre-existing social media groups or websites may not be used for campaign purposes.

35. All costs of production or purchase of any edible goods (including materials to bake/

cook edible goods) will be deducted from campaign team budgets

36. T-shirts will be deducted at a base rate of £3 per shirt unless an invoice is produced, though the Elections Team reserves the right to charge more against a campaign team budget for a t-shirt if it deems it necessary to do so.

Voting

37. Voting is by the plurality vote system and will be conducted online using the voter's student ID.

Results

39. Results will be subject to verification by a) a nominee of the Association Board and b) a nominee of the University Court that the process was fair. The referendum result shall not be considered final until such verification is received in writing.

Either campaign team may challenge the results if they believe the referendum was not free and fair. The procedure for doing so is outlined below.

Rule Breaking

40. The Elections Committee should be informed of any transgression of these rules within 48hrs of the transgression. Decisions on any such transgression will be made within 48hrs.

41. The campaign spokespeople will be held responsible for the actions of members of the campaign teams if the Elections Committee reasonably believe that they had actual knowledge of, could be reasonably expected to have known about, or should have been able to prevent such actions.

42. The campaign spokespeople may request that the Elections Committee bans individual members of their campaign teams from campaigning based on their actions if such actions

a) were in transgression of these rules

b) were made without knowledge or approval of the campaign spokespeople

Such a ban will not be treated as prejudicial to the campaign team.

43. Any person has the right to appeal any decision made by the Election Team by putting their case in writing to the chair of the Student Association Board. Appeals must be on the basis of:

a) bias or prejudice

b) information not known at the time of the original decision

c) procedural irregularity by the Elections Committee.

44. The final deadline for complaints about transgressions of these rules is two working days after the election result has been announced, in this case 5pm Tuesday 20th November.

45. The consequences of a breaching of the rules include but are not limited to written warnings, individual bans on campaigning, and disqualification.

46. Any decision of the Elections Committee is final, pending any appeals lodged.

Appeals

47. Any party wishing to appeal the results of the referendum must do so in writing within 72 hours of the referendum result being officially announced. Such appeals should be addressed to the Chair of the Association Board, sent c/o the Students' Association, Union Building, St. Mary's Place, KY16 9UZ or by email to union@st-andrews.ac.uk. Parties making an appeal must set out clearly and in full the reasons why they believe the result to be unsafe, with accompanying evidence if relevant. Appeals may be on procedural or substantial grounds or both, but must be of sufficient gravity to cast credible doubt on the outcome of the vote. Trivial or vexatious appeals may be dismissed.

The Chair of Board may consider the appeal themselves or appoint a delegate to do so, except that no person considering the appeal can have any involvement in the referendum as either a campaigner or a member of the Elections Committee. A delegate may be a member of the Board or of the University. The Chair or their delegate may, after considering the appeal, either a) uphold the appeal, in which case the referendum must be run again at a date to be decided by the Association Councils: or b) reject the appeal, in which case the referendum result shall be final.

Mr Tantillo introduced the motion and informed that Elections Committee had met the previous day to discuss these rules. Ally (student in attendance) showed her disapproval about the fact that this was brought up as an emergency motion and that rules had not been circulated among students. She proposed to postpone the motion and distribute the referendum rules among students first. She reported that when the last referendum was organised, they faced problems with the elections procedures.

Mr Mathewson proposed an amendment to reduce the budget for each campaign from £350 to £100, as £350 would be a waste of money, since campaigns are almost entirely digital. He argued that the rest of the money should be spent on students instead.

Mr Mathewson moved to change £350 into £100 in point 6 of the rules. Ms Newman seconded.

With no objection, the amendment to the motion passed.

Ms Newman moved to vote. Ms McCaul seconded. Ms Andrews objected.

Ms Andrews asked whether at the last referendum students had been informed of the rules before these were passed by the councils. Mr Cupples replied that no, rules were circulated only after being approved. Ally highlighted that at the last referendum the turnout was only 30%, and argued that if the councils want students to participate, students need to be informed. Ally stressed that the rules should be publicised before being approved. Mr Mathewson pointed out that the Elections Committee has the right to make rules, and he asked Ally if she read the rules. Ally replied that she did not, as the text of the rules was not available. Mr Tantillo pointed out that postponing the decision on the rules would mean that the Referendum would be advertised later, too.

Ms Andrews moved to vote. Several attendees seconded.

With no objections, the motion R-15.3 passed.

10. Open discussion

Ms Evans explained that Mr Max Baldi had introduced the motion 'J.14-4 A Motion to Reform the Structure of the Students' Representative Council' two years ago. Ms Newman introduced Baldi's motion and argued that council meetings could be more productive. Ms Andrew pointed out that what SRC does could be redefined. She showed a slide with three questions, and attendees had ten minutes to think and write their answers. The questions were: 1) What do you think we should or could be achieving?; 2) What prevents us from doing that now?; 3) What can we change in order to achieve your answer to the first question? Answers were collected.

The meeting adjourned.