

**MINUTES OF THE COUNCIL MEETING  
HELD ON THURSDAY 14 MAY 2009 AT 6.30 p.m.  
IN THE WILLIAMS ROOM**

**ACTION**

- Present** : As per Sederunt Sheets
- Apologies** : Stuart Duncan, Laurence Durnan, Jessica Harwood, Iain MacDonald, Alice Munro, Stuart Ritchie, Sabrina Rossi, Gareth Webb.
- Attending** : Gavin Muir, Executive Assistant, Vice Principal's Office (Learning Teaching and Internationalisation) – For Item 1).
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**1 ELIR (Enhancement Led Institutional Review)  
Reflective Analysis Briefing**

G Lee welcomed G Muir to the meeting to speak about the ELIR Reflective Analysis document. He explained that the ELIR review is conducted by the QAA (Quality Assurance Agency for Scotland) on behalf of the Scottish Funding Council and occurs every 5 years. The Reflective Analysis document is sent to the review team who visit the University. G Muir advised that the document was at first draft stage and had already had considerable input from the SRC.

He advised that SRC representatives would continue to participate in the development of the document up to its anticipated finalisation around mid-August. The next stage in the consultation would consist of Focus Group meetings to be held on Tuesday 19 May in the Williams Room with Class Reps and Convenors who have been trained on DPTLA issues. G Muir also extended an invitation to Council members to attend.

Discussion followed. B Hay pointed out that since the last ELIR was held the relationship between the SRC and the University has changed considerably and he hopes this will be noted and recorded.

After discussion G Muir confirmed draft versions of the Reflective Analysis will be available on the University website and an email will be circulated to students to allow them to contribute to the document. Further talks will also take place at the focus groups meetings.

GM

G Lee thanked G Muir for attending. G Muir left the meeting.

**2 MINUTES OF THE LAST COUNCIL MEETING  
26 March 2009 – Factual Corrections**

None. Minutes adopted by Council.

**3 MATTERS ARISING**

### **3.1 Facilitated Meetings (Refer 2.2)**

Council noted that as a result of these meetings an Action Plan had been produced and circulated with the Council papers. This was on the Agenda to be discussed later in the meeting.

### **3.2 Library Computers (2.4)**

Z Grams is still waiting for more detailed information from Computing Services and is meeting with them to discuss it further. Z Grams will monitor the situation closely.

### **3.3 Late Submission Policy (3.4)**

G Lee had not contacted the Archaeology Department, as had been suggested. G Lee explained that there had been no need for follow up contact as the Academic Standards Committee had agreed the policy was unfit for purpose. The Policy will now be looked at again for some significant modifications and L Laws and M Boyd will keep Council updated next year.

### **3.4 European Regional Working Group (Refer 6.2)**

It was noted that the Committee has not decided on what the plans are for 'Europe Day' but once they do L Laws will update Council.

### **3.5 Handover (Refer 7.1.3)**

J Wightwick will take over the responsibility of drawing up a template for a handover document for predecessors.

JW

## **4 SABBATICAL OFFICERS' REPORTS - 19 March to 7 May 2009**

Council were invited to ask questions pertaining to each of the Sabbatical Officers' reports.

### **GAVIN LEE, PRESIDENT (Copy of report circulated)**

#### **4.1 Texting Pilot**

K Law asked what messages would be sent out to students. G Lee advised that guidelines have been written and will be monitored closely. Generally, any student whose mobile number has been put into Websurf will be contacted via text messaging to advise of cancelled lectures or reminded of room changes etc. Student feedback will be sought.

#### **4.2 Wednesday Afternoons**

Council noted that the Clerk of Senate announced to Senate it had been agreed that all compulsory classes would be kept free from Wednesday afternoons. This was to allow for flexibility for Science students. It is hoped that the Freshers' Week introduction booklet will contain more information to increase the next pre-entry and the Clerk of Senate will circulate an email to all Heads of Departments and Graduate Schools, attaching the SRC's booklet, reminding them to keep Wednesday afternoons free.

**5 JAMIE WIGHTWICK, VP (LEARNING & DEVELOPMENT)**  
**(Copy of report circulated)**

**5.1 Freshers' Week Preparation**

A Cohen asked for an update. Council noted preparations are going well and a Freshers' Week Co-ordinator has been appointed. It is likely the Freshers' Fair will be a 2 day event this year. Discussions regarding the booklet will take place with the Recruitment & Participation Service.

It was noted that Freshers' Week Helpers application forms are currently available.

**6 ZOE GRAMS, VP (MEDIA & COMMUNICATIONS)**  
**(Copy of report circulated)**

**6.1 GUST**

Disappointment was expressed at GUST only winning one award this year. Z Grams is of the opinion that there is not much that can be done other than continue to encourage students to work with student media and make sure they are aware of GUST and that it is accessible. Now that the new TV screens are installed around campus it is hoped this will also encourage more students to become involved.

**7 LAURA LAWS, VP (STUDENT SUPPORT)**  
**(Copy of report circulated)**

**7.1 Clubs & Societies Awards**

This will take place on Wednesday 20 May at 7pm in the Williams Room and it is hoped around 60/70 people will attend. Nominations will be read out on the evening and the winners announced.

**7.2 Vet School Minibus**

Council noted that L Laws met with the Dean of the Vet School, Professor Stuart Reid on her visit to the Vet School on the 23 April, and not Paul Hagan as printed in her report.

**7.3 HMO (Houses with Multiple Occupants) Steering Group**  
Noted.

**8 CONVENORS, OFFICERS & COURT ASSESSOR'S REPORTS**

**8.1 I Macdonald, Postgraduate Convenor**

A copy was circulated to everyone for information. No questions.

**8.2 T Eriksson, General Rep**

A copy was circulated to everyone for information. No questions.

**8.3 J Harrison, General Rep**

A copy was circulated to everyone for information. No questions.

**9 ACTION PLAN**

It was noted that following facilitated meetings between the Sabbatical Officers and Council members an action plan was devised. A copy had been circulated to everyone with their papers. It was agreed the action plan should be put in place over the next few years.

**10 ELIR REFLECTIVE ANALYSIS**

This had already been covered at the start of the meeting (point 1).

**11 CONSTITUTION**

A copy of amendments proposed by the Executive Committee was considered. As 2/3<sup>rds</sup> of Council members are required to be present to validate constitutional changes it was proposed that members present consider the proposed amendments and seek to reach agreement on any changes. The amendments shall then be submitted to the next Council meeting for endorsement. Council agreed.

Suggested amendments to Schedules 1 – 5 - Agreed.

Schedule 6 – Student Support Groups – replaced with Regulation of Meetings – Agreed.

Schedule 7 – Council Policies – Agreed.

Schedule 8 – Now Schedule 7 – Agreed.

Schedule 9 – Complaints Procedure has been removed in full and will be available from the SRC Reception - Agreed.

A vote was taken on the entire proposed amendments to the new schedules and Constitution - Agreed. This will now be submitted to the next Council meeting for endorsement.

**12 CHESS ‘THE WAY FORWARD’**

G Lee reported that the issues he agreed to take forward at the last CHESS meeting were tuition fees and equality and diversity and J Wightwick will take forward induction. The other issues were plagiarism, retention and recognition of extracurricular activities.

The following Council members volunteered to take part:

S Hall, A Cohen and J Harrison; recognition of extracurricular activities,

J Harrison; tuition fees,

F Trevisan; plagiarism.

J Wightwick will circulate the minutes of the last CHESS meeting in due course.

JW

**13 UCU STRIKE BALLOT**

G Lee met with the Secretary of Court to discuss the proposed strike ballot. It was noted that the deadline for the ballot is the 22 May and the earliest there could be strike action would be 1 June. If this were to happen it would coincide with two weeks of exam boards. This would result in no marking of papers, graduations could not be guaranteed and classification

of degrees would be affected.

**ACTION**

Discussion followed and it was agreed that G Lee would send an email to as many staff as possible, hitting both sides, UCEA and the UCU, asking them to consider the serious effects industrial action would have on students and strongly urging them to vote 'NO' to strike action. Z Grams will also organise a Press Release.

GL

ZG

**14 AOCB**

**14.1 Council Members Responsibilities**

As discussed at the last meeting L Laws plans to reintroduce Council Duty for Council members, and Convenors and Officers will have manifesto pledges they will need to fulfil.

LL

**14.2 Thanks**

K Law proposed a vote of thanks for G Lee for carrying out an excellent job as SRC President. Council expressed their thanks with a round of applause. G Lee also thanked Council and staff members for their work over the past year.

**14.3 Council Dinner**

G Lee reminded everyone the Council Dinner would take place on Friday 15 May and asked members to arrive by 6.45 p.m. in order to have the Council photograph taken.

**14.4 Drinks**

G Lee invited members to stay after the meeting for some wine and nibbles.

The meeting closed at 8.20 p.m.