

Student Officer Committee Agenda

Meeting:	Student Officer Committee
Date:	22-11-2017
Time:	18:00 – 20:00
Location:	Union House Bookable Room 2
Author:	Josh Clare (Head of Campaigns and Policy)

- | | Timing |
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| <p>01 Minutes from the last meeting
(The record of the last meeting on 09/11/17)</p> | 2 mins |
| <p>02 Budget Approval
(Following discussion at the last SOC the budget discussion needs to be completed – the discussion paper from last SOC included)</p> | 45 mins |
| <p>03 Management Committee Update:
Costa Update
(As requested by the last meeting of SOC an update on the decisions taken in regard to the Costa offer in Bars)
Other
(An update on all other aspects of Management Committee’s work)</p> | 20 mins |
| ACCESS BREAK | |
| | 5 mins |
| | 3 mins |
| <p>04 Subcommittee Make Up
(A paper clarifying the membership of the SOC Subcommittees)</p> | |
| <p>05 Subcommittee Updates
(Members of Subcommittees are invited to update SOC on their work for 2 minutes per committee and allow 3 minutes for questions)</p> | 20 mins |
| <p>06 Post council round up
(A review of policy passed at Union Council and discussion on its implementation)</p> | 15 mins |
| <p>07 Problem of the Week
(The Chair wishes to launch a discussion at each SOC on a theme. Members are invited to contribute themes)</p> | 5 mins |
| <p>08 Inclusive and Accessible Learning and Teaching: PTOs on a working group</p> | 15 mins |

(The UG Education Officer updates on work taking place and invites PTOs to join a University Working Group)

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| 09 | Officer go around
(SU Officers will update the meeting on what they have been doing) | 10 mins |
| 10 | SOC Secret Santa
(An update from the chair about this year's SOC secret santa) | 2 mins |
| 11 | Any other Business | 10 mins |
| 12 | Time, Date and Place of next meeting
17:00 – 19:00 pm, 7th December, REG CR2 | 1 min |
| 13 | To note: Potential Actions for Priority Campaigns | |

Student Officer Committee Budget Allocation

Campaigns Budget suggestions

Subject	Advisory outline for SOC Budget Allocation – Campaigns Budget
Date	Wednesday, 25 th October 2017

Background

The Student Officer Committee (SOC) controls a Campaigns Budget of £20,000 for the 2017/18 academic year. In the past, SU Officers have made ad hoc requests for budget expenditure over the course of the year. However, with the creation of several newly empowered committees, a decision has been made by SOC to devolve some funding from the Campaigns Budget to these committees. This briefing outlines how that money might be devolved.

Suggested financial allocation

Committee	Purpose	Amount
Student Officer Committee	Priority Campaigns	£5,000.00
Student Officer Committee	Reserves	£1,000.00
Student Officer Committee	SU Officers' Projects	£3,000.00
Student Officer Committee	Total	£9,000.00
Postgraduate Committee	The PG Committee is already receives the level of funding that would be received by other committees.	£0.00
Ethical & Environmental	Campaigns and projects	£2,000.00
Education	Campaigns and projects	£2,500.00
Liberation, Equality and Diversity	Campaigns and projects	£4,000.00
Welfare	Campaigns and projects	£2,500.00
SOC Subcommittees	Total	£11,000.00

Pre-allocation planning

In order to ensure that SOC has a clearer idea of how the money will be spent, and so that SOC can re-allocate funding if one committee receives more money than it ends up spending, committees will be asked to fill out a form summarising any large expenditures (over £100) that they expect will be undertaken by their committee during the year.

The funding of each committee will be reviewed in January so that SOC can re-allocate funding if some committees have much more money left than others.

Recommendation from the Campaigns & Democracy Officer

My proposed budget allocations are above for your approval, edit and comment. These are a rough draft based on assumptions from previous years of funding requests and the goal to successfully deliver the student leadership review.

- Priority Campaigns still remains the largest amount with £5,000 as this is the main responsibility of the student officer committee. If we approve the corresponding final wording of the priority campaigns then this will allow significant spend on those three campaigns.
- The SU Officers projects covers areas that require funding, but may not come under a campaign or subcommittee. For example, this could be a place for funding for mature students projects, projects with an international focus, and also if nopus or officers want to do work than spans their remit.
- Considering the remit and role, and lack of current mandated work, the Ethical & Environmental Sub-Committee should be able to function with a budget of £2,000. Also it's worth bearing in mind the support that some of our work on sustainability and environmental issues receives from the university.
- The Liberation, Equality and Diversity Committee would receive £4,000. This is due to the expectations of liberation officers to host their own liberation months, often at significant cost.
- Welfare & Education both will receive £2,500, given they have similar mandates and expected spend, and both have topics that are addressed in the priority campaigns.

It is also recommended that part-time officers are able to request funding from all subcommittees when appropriate. As well as this, the sub committees should report back to SOC, on what money has been approved and what for the purpose was.

It is worth remembering that these recommendations are drafts, and however SOC agrees to divide the budget, the funding arrangements will be reviewed in January.

UEASU SOC Sub-Committee Make Up 2017/18

Subject	A further clarification of priority campaigns for 2017/18
Date	15 th November 2017

The SU By-Laws Definition:

The Student Officer Committee will have subcommittees accountable to it that are responsible for specific policy areas. They will act as the day to day leadership of that area of the union, carrying out activities, projects, representation and campaigning work and the implementation of policy as delegated by Student Officer Committee.

The Education Sub Committee

Role	Number of Places
PG Education Officer	1
UG Education Officer	1
School Conveners	All
Faculty Conveners	All

The Welfare Sub Committee

Role	Number of Places
WCD Officer	1
A Rep from each Liberation Group and Assembly	1 per group
Student Accommodation Reps	2
Rep from Health & Welfare Socs	2
Student Faith Groups	2
Students elected as a block	4

The Liberation, Equality and Diversity Sub Committee

Role	Number of Places
WCD Officer	1
A Rep from each Liberation Group and Assembly	1 per group
Students elected as a block	6

Ethical and Environmental Sub Committee

Role	Number of Places
C&D Officer	1
Representatives from relevant societies	All
Students elected as a block	6

Postgraduate Committee

Role	Number of Places
PG Education Officer	1
C&D Officer	1
WDC Officer	1
A&O Officer	1
Postgraduate Assembly Reps	5

Part Time Officer from SOC	1
Rep from SVC of IFR	1
Rep from SVC of JIC	1

To Note: Potential Weekly Actions for UEA Priority Campaigns 2017-18

Subject	For SOC to note some potential actions that could be taken. These will be further discussed at campaign planning groups to be arranged by FTO campaign leads
Date	15 th November 2017

Term Dates

Autumn

Autumn Semester 25 September 2017 to 15 December 2017

Christmas Break (Christmas break 16 December 2017 to 14 January 2018)

Spring Semester 15 January 2018 to 16 March 2018

Easter Break (Easter break 17 March 2018 to 15 April 2018)

Spring Semester continues 16 April 2018 to 18 May 2018

Assessment Period 21 May 2018 to 15 June 2018

Graduation 16 July 2018 to 20 July 2018

Autumn Term

(Weeks 1-7 already concluded)

Week 8 – 13th-19th November

- **Access to education** – Mobilise students to attend the march for free education.

Week 9 – 20th-26th November

- **Access to education** – As an accessible follow-up event to the demo, run a photo/whiteboard campaign so students who couldn't make it to the demo can be included in the campaign. These can be compiled into a single image and shared online.

Week 10 – 27th November-3rd December

- **Access to education** – As a final follow-up to the previous week, run a letter-writing event encouraging students to write to their MPs (both home and in Norwich) asking them to champion student grants and free education.

Week 11 – 4th-10th December

- **Mental Health** - Film a video where students talk about their mental illnesses and what helped them to manage their mental health, and share it through SU social media channels.

Week 12 – 11th-15th December

- **Homes not Houses** – Run a social media campaign raising awareness about students' tenancy rights.

Spring Term

Week 1 – 15th-21st January

- **Mental Health** - Run a survey of students with SpLDs (and academics who use them) aiming to find out what they think SpLD stickers are for and whether they find them useful, to support our case when lobbying the university

Week 2 – 22nd-28th January

- **Mental Health** – Continue running the previous week's survey and compile the results into a report for Uni officials, as well as using the stats for a social media campaign to educate students.

Week 3 – 29th January-4th February

- **Homes not Houses** – Begin working on a 'reporting toolkit' to help student tenants report poor conditions to UEA SU and/or the local council (which would include their rights as tenants).

Week 4 – 5th-11th February

- **Homes not Houses** – Set up a petition calling for a freeze in fees. Hold a stunt in the square with a cardboard house painted to look like it's made out of money to illustrate how the university is using accommodation for general fundraising (with a banner explaining what it is). Use it to attract attention so student media pick up the story and students will take notice; give out leaflets to people around the square asking them to sign the petition (as well as promoting it online).

Week 5 – 12th-18th February

- **Access to education** – work with students with disabilities on a compilation of video diaries detailing their daily experiences on campus accessing education. We can edit this into a short video that we can make public and/or send to the Vice Chancellor and other key decision-makers.

Week 6 – 19th-25th February

- **Access to education** – organise an event where we march through campus (or do a static protest) carrying boxes full of "debt" weighing us down, with the intention of pressuring the V.C. into lobbying the government to reintroduce grants.

Week 7 – 26th February-4th March

- **Homes not Houses** – Work with Advice to put together a 'Principles of being a good landlord' pledge and begin contacting landlords and agencies to get it signed so they can be held to account.

Week 8 – 5th-11th March

- **Access to education** – Set up a petition calling on UEA to ensure students with disabilities still receive appropriate levels of DSA funding. Get the attention of student media and the student body through a social media campaign showing lecture halls with a number of empty seats – the number being the % of students who have disabilities and/or mental health issues.

Week 9 – 12th-17th March

- **Mental Health** - Hold a stunt in the square / Union House where we have a mock counsellor, complete with couch, with a huge queue of students stretching round the corner to illustrate the size of the waiting list.

EASTER BREAK – 18th March-15th April

Week 10 – 16th-22nd April

- **Homes not Houses** – Release and promote the 'reporting toolkit' in time for students to begin settling into new houses.

Week 11 – 23rd-29th April

- **Homes not Houses** – Have a poll in the Hive asking students' whose job it is to fix a particular appliance in a rented house (e.g. broken toaster, oven, curtain rail). Then publicise the results, comparing them to the reality of the situation to raise awareness about students' rights.

Week 12 – 30th April-6th May

- **Mental Health** – Run an awareness campaign aiming to break the stigma about mental health, using social media, posters, stalls and the previously-recorded

video to talk about subjects like medication and under-represented mental illnesses.

Week 13 – 7th-13th May

- **Mental Health** – Organise an event in the Hive where students are invited to write positive notes to fellow students who might be dealing with mental health issues. We can then collate the nicest and loveliest messages into a collage that we can hang in the Hive and share online.