**QUEEN’S UNIVERSITY BELFAST STUDENTS’ UNION**

**MINUTES**

Statutory Meeting of the Students’ Union Council

held on 2 December 2024 at 5.00pm in The Cube, Level1, The Students’ Union.

**Present:**

|  |  |
| --- | --- |
| Anna McDermott | Postgraduate School Rep School of History, Anthropology, Philosophy and Politics (SHAPP) |
| Amy Smith | Student Officer Postgraduate Education  |
| Ayyan Nomani | EPS Representative (Undergraduate) |
| Balaji Krishnamurthy | Chairperson Mature and Part-Time Students’ Association |
| Callum Smith | Postgraduate Research Faculty Representative Engineering and Physical Sciences (EPS) |
| Eli McBriarty | Student Officer Undergraduate Education  |
| Elizabeth Hartley | Chairperson Disabled Students’ Association |
| Harshini Abburi | EPS Representative (Undergraduate) |
| Himanshu Ranjit Jain | Postgraduate School Rep School of Pharmacy (SPMY) |
| Jack Lydon | Chairperson LGBT+ Students’ Association |
| Jess Hindley | Student Officer Welfare |
| Kannan Sachdeva | MHLS Representative (Undergraduate) |
| Kieran Minto | Students’ Union President  |
| Lewis Robinson | Undergraduate School Representative School of Law (SLAW) |
| Maria Murray | Undergraduate School Representative School of Pharmacy (SPMY) |
| Nadine Curtis | Undergraduate Faculty Representative Arts, Humanities and Social Sciences (AHSS) |
| Róisín Costelloe | Postgraduate Representative |
| Rory Brolly | AHSS Representative (Undergraduate) |
| Sajid Khan | Student Officer Campaigns and Engagement  |
| Sophie-Jean Knox | EPS Representative (Undergraduate) |
| Souhardya Datta | Postgraduate Representative |
| Suyi Yang | Student Officer Equality and Diversity  |
| Swati Joshi | Undergraduate School Representative School of Medicine, Dentistry and Biomedical Sciences (SMED) |
| Taha Tajamul | International Student Representative (including INTO) |
| Tan Jia Jun | AHSS Representative (Undergraduate) |
| Tom Bloomer | UG School Representative School of Electronics, Electrical Engineering & Computer Science (SEECS) |

**In Attendance:**

DAMIEN CORRIDAN (CLERK OF COUNCIL)

BARRY CRUICKSHANK (REPRESENTATION SUPPORT OFFICER)

ANNA LEAHY (ACADEMIC REPRESENTATION ASSISTANT)

Kieron minto (Students’ Union president)

The Speaker of Council welcomed all attendees to the Third Statutory Meeting of the 2024-25 session of the Students’ Union Council.

1. Apologies

Apologies were received for the following Councillors:

|  |  |
| --- | --- |
| Ash Caufield | Chairperson Trans Students’ Association |
| Beth Elder | Chairperson Environmental Action Students’ Association |
| Emily Burke | Chairperson Women Students’ Association |
| Himanshu Betude | Undergraduate School Representative School of Mechanical & Aerospace Engineering (SMAE) |
| Jamie Lukas Campbell | Postgraduate Research Faculty Representative Arts, Humanities and Social Sciences (AHSS) |
| Michael E. Loughran | Undergraduate Faculty Representative Engineering and Physical Sciences (EPS) |
| Morgan Ann Stevens | Postgraduate Representative |

2. Minutes of Previous Meetings

2.1 Minutes of Statutory Meeting of 11 November 2024 SUC/M/24/5

It was agreed that the minutes of the Statutory Meeting of 11 November 2024 (SUC/M/24/5) were a true and accurate record of proceedings.

3. Business Arising from the Minutes

3.1 Policy Updates

 There were none.

4. Communications

4.1 Condolences

 There were none.

4.2 National Students’ Unions –Updates

 There were none.

4.3 National Conference Delegate Elections 2024-25

The Clerk of Council reported that elections to delegations for national conference will take place in semester two, with nominations opening Monday 6 January and closing Friday 17 January 2025.

National Conference Polling Elections open Wednesday 22 January 2025, and close Monday 27 January 2025.

Notice of these conferences will be sent to Student Council, Student Reps and those on the SU Voice mailing list. Notice will also be given in Inside SU and on QSU social channels.

4.4 Student Leader Elections 2024-25 – Proposed Schedule

The Committee noted that nominations for the Student Leader Elections 2024-25 would open on Friday 13 December 2024, and close Thursday 30 January 2025. Elections would be 4 days and will take place in the first week of March 2025.

4.5 Student Council Membership – Update

Council acknowledged that the current membership of the QSU Student Council stands at 79 members. This membership reflects the diverse representation and engagement within the student body, contributing to the Council's efforts in advocating for student interests and enhancing the overall student experience.

5. Constitutional Amendments/Rule Amendments

 **Enabling Motion (Constitutional Consistency)**

**Enabling motion to rename, reorder and renumber Constitutional clauses, and remove invalid references, as appropriate, to reflect the amendments approved by Council.**

**This motion shall be deemed to have been moved and approved if any Constitutional amendment at this meeting is moved and carried.**

 Constitutional Amendment Motion:

“This Council empowers the Clerk of Council to rename, reorder and renumber Constitutional clauses, and remove invalid references, as appropriate, to reflect the amendments approved by the Statutory Meeting of the Students’ Union Council, held on 3 December 2024.”

**Enabling Motion (Referendum)**

**Enabling motion to conduct a Referendum on to ratify Constitutional amendments approved at the Statutory Meeting of Council.**

**This motion shall be deemed to have been moved and approved if any Constitutional amendment at this meeting is moved and carried.**

Referendum Motion:

“A Referendum shall take place, via by a secret ballot of all student members on q-su.org, on by end of the Teaching Week period in December 2022, at a date and time to be determined by the Returning Officer.

The purpose of this Referendum shall be to ratify those amendments to the Students’ Union Constitution and its Rules that have been approved by the Students’ Union Council during the Statutory Meeting of the Students’ Union Council, held on 3 December 2024”

5.1 Constitutional Amendments – Proposed SUC/P/24/58

**An amendment to change the current Full-Time Student Officer posts:**

* Replace the role of Student Officer Campaigns and Engagement with Student Officer Activities and Engagement
* Replace the role of Student Officer Equality and Diversity with Student Officer Accessible Education
* Rename the role of Student Officer Welfare to Student Officer Welfare and Community
* Update references to Committees of Council and other references to reflect the changes to Student Officer roles and responsibilities.
* Assign overall responsibility for environmental and sustainability activities to the Executive Management Committee who shall assign special responsibilities to individual Student Officers on an annual basis.
* Assign overall responsibility for equality, diversity, fair representation, equitable access to Union services, and Equal Opportunities to the Executive Management Committee who shall assign special responsibilities to individual Student Officers on an annual basis.
* Assign overall responsibility maintaining contacts with trade unions, voluntary and community organisations with which the Union has an official membership or partnership to the Executive Management Committee who shall assign special responsibilities to individual Student Officers on an annual basis.
* Minor amendments to individual officer roles to reflect remove outdated references and reallocate some responsibilities amongst the roles.
* Replace references to non-existent staff role of Entertainments Manager with Director of the Students’ Union
* Formally assign responsibility for participation in University panels (academic appeals, student conduct, academic offences and student complaints) to all Full-Time Student Officers.
* Clarify – as stated in the Constitutional Student Officer Protocol – that Full-Time Student Officers may not be hold Executive Committee posts in a Club or Society.

Proposed: Kieran Minto (Students’ Union President)

Seconder: Beth Elder (Environmental Action Association Chairperson)

Sajid Khan proposed the motion.

 Following a vote, the motion was carried

5.2 **An amendment to require the text of constitutional amendments to be available to Councillors ten days in advance of a meeting**

**DELETE (FROM CONSTITUTION – CHAPTER ONE, ARTICLE 12 – CONSTITUTION AND RULES, CLAUSE 12.2.1.c):**

At least ten working days’ notice in writing shall be given to each member of the Council of any meeting at which such amendment is to be proposed and the notice shall set out the full terms of the proposal;

**INSERT (INTO CONSTITUTION – CHAPTER ONE, ARTICLE 12 – CONSTITUTION AND RULES):**

At least ten working days’ notice in writing shall be given to each member of the Council of any meeting at which such amendment is to be proposed and the notice shall set out the full text of the proposal;

Proposed: Jess Hindley (Student Officer Welfare)

Seconder: Beth Elder (Environmental Action Association Chairperson)

There were an insufficient number of Councillors present, as detailed in Chapter One, Article 12.1.2, of the Constitution, to proceed with this agenda item.

6. Business for Consideration

6.1 Recognition of Clubs & Societies

The following applications for recognition were considered by the Clubs and Societies Committee when it met on 25 November 2024:

6.1.1 QUB Social Science (Academic Society)

6.1.2 QUB Education Society (Academic Society)

6.1.3 QUB Traditional Irish Music Society (General Interest Society)

6.1.4 QUB Egyptian Society (Cultural Society)

6.1.5 QUB Allergy and Immunology Society (Academic Society)

6.1.6 QUB Legs and Kegs Club (Sporting Club)

Sajid Khan, Clubs and Societies Committee Chair updated Council that all applications had completed required documentation and met the criteria in the Constitution to be considered for recognition.

He further stated that The Committee considered the application and met with representatives from each group and finally noted that the Clubs Societies Committee recommends that Council formally recognise these group as an official Clubs and Society, categorised as follows:

* QUB Social Science (Academic Society)
* QUB Education Society (Academic Society)
* QUB Traditional Irish Music Society (General Interest Society)
* QUB Egyptian Society (Cultural Society)
* QUB Allergy and Immunology Society (Academic Society)
* QUB Legs and Kegs Club (Sporting Club)

Following a vote, the above Clubs & Societies were ratified.

The Council endorsed a recommendation from the Committee that the following proposal not be considered for approval by Council:

6.1.7 QUB Activism Society (Society)

Following a vote, the above Society was not ratified.

7. Business for Discussion

7.1 Cost of Living Crisis – Updates

QSU Free Meals and Giveaways

Suyi Yang, Student Officer Equality and Diversity, updated the Council that the Mental Health and Wellbeing Team had run the *Warm Up With Us* initiative in partnership with Queen's, giving out 3,119 free meals to students that year, Suyi further updated that this is part of our larger campaign to help students with the cost-of-living crisis.

Suyi further updated that this was part of their larger campaign to help students during the Cost of Living Crisis.

Free lunch had been given out in the Students’ Union Foyer on the following days:

* Tues 12 Nov: Warming stew with a crusty roll and yummy biscuits
* Wed 13 Nov: Soup with a crusty roll, fruit and cheese
* Thurs 14 Nov: Tasty meal deal (wrap/sandwich, crisps, fruit, treat) and carton of juice
* Tues 19 Nov: Delicious chicken curry with rice and naan bread, and chocolate truffles
* Wed 20 Nov: Soup with a crusty roll, fruit and cheese
* Thurs 21 Nov: Tasty meal deal (wrap/sandwich, crisps, fruit, treat) and carton of juice

SU Swap Shop Opened

Sajid Khan, Student Officer Campaigns and Engagement updated Council that the Union Swap Shop had its soft launch on Thursday, 17 October and encouraged members of Council to volunteer for shifts if they have any availability. So far there has been a huge number of donations by students and staff and the SU Marketing team are working on graphics for the design of the shop.

7.1.1 Other Issues (from Councillors)

No other issues raised by Councillors at this time.

7.2 QUB Academic / Support Services Issues – Updates

QUB Academic Year Structure Review

Amy Smith, Student Officer Postgraduate Education, informed Council that the Students' Union is collaborating closely with the University on a comprehensive review of the QUB Academic Year Structure. This initiative emphasises optimising assessment periods and reimagining Semester 3 to better support and enhance the overall student experience.

Welcome and Induction Review

Amy Smith, Student Officer Postgraduate Education updated Council that there had been some initial challenges and obstacles in the planning and implementation of Welcome Week for 2024. There was a combination of factors to why this proved more difficult than initially thought such as staffing, communication, and a lack of resources however, University Management looked into this and a Welcome Day pilot took place on Monday 16 September in One Elmwood, with a reduced number of schools taking part.

The Welcome and Induction day proved quite challenging operationally and feedback was mixed. Overall the Students’ Union were very happy with their contribution and support of the project but agreed that if this were to take place again the University would need to take ownership of the event and manage this at a senior level.

Digital Lecture Recording Pilot

Amy Smith, Student Officer Postgraduate Education updated Council that the University have agreed and finalised a standard policing regarding QUB Teaching and Recording. The pilot began in September and is called *Digitally Enhanced Learning*. The Pilot scheme has an opt out option this year but if everything goes according to plan the University is planning a standardised approach University wide from next year onwards.

7.2.1 Other Issues (from Councillors)

No other issues raised by Councillors at this time.

7.3 Students’ Union Mental Health Activity – Updates

Kieran Minto, Students’ Union President further updated Council that the Mental Health and Wellbeing Social Prescriber, Elaine Reid has reported her findings from the first cohort of social prescribing students indicated that 100% of participants found the programme useful.

Queen’s Students’ Union is the first students’ union in the UK and Ireland to appoint a Social Prescriber.

7.4 SOS-UK Drugs and Alcohol Initiative – Presentation

Jess, Student Officer Welfare updated Council that Queen's Students' Union has officially joined the SOS UK Drug and Alcohol Impact programme, aimed at fostering responsible drinking norms and promoting harm reduction related to drug use within the student community. This initiative, which builds on the previous successes of Alcohol Impact, provides a structured framework for institutions to assess and enhance their policies and practices regarding substance use. Over a typical two-year partnership, Queen's will utilise online toolkits, conduct surveys on student drug and alcohol consumption, implement targeted interventions, and eventually undergo an audit for accreditation. With support from leading organisations in the sector, the programme seeks to create healthier, safer environments for students while addressing the complexities of substance use on campus.

7.5 Students’ Union Strategic Plan 2025-2030 – Council Discussion

 This item was deferred to the next meeting of Council.

8. Bye-Elections

There were none.

9. Elections

 There were none.

10. Motions

 There were none.

11. Report of the Management Board and Recommendations

11.1 Report of the Management Board

Kieron Minto, the Students’ Union President gave a verbal report of Management Board.

This report was accepted.

12. Report of the Executive Management Committee and Recommendations

12.1 Report of the Executive Management Committee

Kieron Minto, the Students’ Union President gave a verbal report of the Executive Management Committee.

This report was accepted.

12.2 Report of the Union President (November 2024)            SUC/P/24/59

 This report was accepted.

12.3 Report of the Student Officer Campaigns and Engagement (Nov 2024) SUC/P/24/60

 This report was accepted.

12.4 Report of the Student Officer Equality & Diversity (Nov 2024)            SUC/P/24/61

 This report was accepted.

12.5 Report of the Student Officer Postgraduate Education (Nov 2024) SUC/P/24/62

 This report was accepted.

12.6 Report of the Student Officer Undergraduate Education (Nov 2024) SUC/P/24/63

 This report was accepted.

12.7 Report of the Student Officer Welfare (Nov 2024)            SUC/P/24/64

 This report was accepted.

13. REPORT FROM OTHER UNION COMMITTEES AND RECOMMENDATIONS

13.1 Report of the Clubs and Societies Committee SUC/P/24/65

 This report was accepted.

13.2 Report of the Student Campaigns Committee

*The Committee is scheduled to meet on Friday 6 December 2024.*

*The deadline for agenda items is Wednesday 4 December 2024 (9.00 a.m.)*

13.3 Report of the Scrutiny Committee

*The Committee has insufficient membership to constitute meetings. The Standing Committee will consider additional approaches to Student Officer Scrutiny over the 2024-25 academic year.*

13.4 Report of the Standing Committee

*The Committee is scheduled to meet on Wednesday 11 December 2024.*

*The deadline for agenda items is Friday 6 December 2024 (5.00 p.m.)*

13.5 Report of the Undergraduate Education Committee SUC/P/24/66

 This report was accepted.

13.6 Report of the Postgraduate Education Committee SUC/P/24/67

 This report was accepted.

14. Reports from University Committees

There were none.

15. Constitutional Questions

There were none.

16. Questions (to Elected Student Representatives)

There were none.

17. Any Other Competent Business

18. Date of Second Meeting of the Students’ Union Council

The fourth Meeting of the Students’ Union Council 2024-25 will take place on 22 January 2025, In Elmwood Hall, Elmwood Avenue.