Clubs and Societies Annual General Meeting Minutes

Monday 11th March 2019 5pm – 7pm

Vertigo Level 8 Strath Union

**Meeting Start:** 5.15pm

**Chair:** Sara Cowan (SC), Vice President Volunteering and Development

**Clerk:** Jodie Waite (JW), Student Development Co-ordinator

**Apologies:** SNAME and Food Sharing.

**Agenda**

1. Welcome and Introduction
2. What is Clubs Exec?
3. Clubs Exec Candidates
4. Election
5. Sara Cowan, Vice President Volunteering and Development (VPVD), Update
6. Clubs Exec Review Outcomes
7. AOCB

**Welcome and Introduction**

**What is Clubs Exec?**

SC introduces the 2018/19 Clubs Executive Committee and notes that Clubs Exec is responsible for the following:

* Representing all Strath Union clubs and societies
* Discussing new society affiliations
* Managing the clubs and societies block grant
* Meeting twice per month

**Clubs Exec Candidates**

JW notes that six candidates have nominated themselves for six Clubs Exec positions. These candidates are:

* Sophie Dagens
* Claire Getchell
* Jennifer Howie
* Ben Rapson
* Martin Riis, and
* Joceline Teja
* JW notes to all attendees that anyone can stand for Clubs Exec, and states that Adam Crawley, Policy and Campaigns Co-ordinator, is available to conduct a ballot vote.
* Each of the six candidates introduce themselves.
* JW makes one last call for any attendees to stand for Clubs Exec. Nobody nominates themselves.
* **Vote: Sophie Dagens, Claire Getchell, Jennifer Howie, Ben Rapson, Martin Riis and Joceline Teja voted unanimously as the 2019/20 Clubs Executive Committee.**

**Sara Cowan, Vice President Volunteering and Development (VPVD), Update**

SC informs attendees that:

* Applications for Alumni Fund close on 5th April
* The Big Community Clean is taking place, which involves cleaning the Townhead area. Any society can sign up to it as a team on the Strath Union website and enter the competition against staff members and other societies.
* The Star Awards is taking place on Friday 15th March. There is a party taking place at the Barony Bar throughout the awards for those not in attendance. Any society with Active and Engaged status will be entered into the prize draw for £500 which will be announced at the Star Awards.
* A Clubs Exec Review has taken place, which has looked at how Clubs Exec can improve, which will be discussed later in the agenda.
* Kayla Megan Burns, President of Bands at Strathclyde, has been elected as the Full Time Vice President Community for 2019/20. SC notes that any continuing students should follow Kayla on social media to communicate any ideas with her next year.

**Clubs Exec Review Outcomes**

**Finance**

SC states that:

* The Clubs and Societies Committee Focus Group appeared to suggest that the funding they apply for is predominantly for development initiatives.
* Consequently, Clubs Exec felt that it would be best to remove the current list of requirements and guidelines for Grant Requests. Instead, Clubs Exec should provide funding if they feel it will provide development for the club or society.
* Clubs Exec suggested a development pot for Clubs and Societies, which SC hopes to work on with Kayla for introduction next year.

SC asks attendees how they feel about the suggestions gathered from the Clubs and Societies Committee Focus Group and Clubs Exec regarding funding:

* Attendee 1 notes that, whilst the removal of rigorous guidelines may make sense, simply stating that the funding should develop the society may be a little too vague for societies to choose whether to apply for funding.
* SC asks whether examples of Grant Requests that would be considered by Clubs Exec could help. Attendee 1 states that this may just be another way of producing guidelines, therefore guidelines should be improved as opposed to entirely removed.
* Attendee 2 asks that the new proposal for conference funding is clarified. Rhea Livesey (RL), Clubs Exec Member, states that two places for conferences will be funded, however the funding for this can be distributed any way that the club or society wants, such as part-funding four people to attend a conference.
* Attendee 3 asks whether the Arts and Culture Fund will remain available.
* RL notes that it will be available, however the Union is assessing how the guidelines for Arts and Culture fund applications can be clarified. Shivani Tandon (ST), Clubs Exec Member, further notes that the name clearly states Arts and Culture, therefore the final decision should sit with Clubs Exec.
* Attendee 4 states that they are happy with the guidelines being vague as long as the feedback is clear regarding why/why not a grant has been approved. SC states that she feels the guidelines had been too restrictive, and so the aim of making the guidelines vague is to ensure that Clubs Exec is more flexible. In addition to providing additional clarifications on grant funding, the guidelines will be more general overall.
* Attendee 5 asks what Clubs Exec refer to as ‘unsafe behaviour’ regarding funding. RL states that this refers to activities such as promoting excessive drug use or alcohol. JW further states that, if a society is already operating, then risk assessments will be in place to ensure activities are conducted safely, therefore not to worry if their current club or society undertakes activities such as skating or pole fitness.
* Attendee 6 asks whether Clubs Exec refusing to print will include the black and white print service on level 7 of the Union. RL explains that this service will remain available, however this guideline refers more to glossy posters, etc. SC explains that if they can really justify why printing certain resources would create development, however, then Clubs Exec could be more flexible in future with vaguer guidelines.

**Roles**

SC states that it was felt that Clubs Exec should perhaps have specific roles that they undertake, and asks attendees what they feel about this:

* Leo Siebert (LS), Clubs Exec Member, notes that Clubs Exec had suggested that roles would be assigned once Clubs Exec started, as opposed to students running for specific roles during the election process.
* Attendee 7 notes that they feel that having specific roles will be positive, however are concerned that some Clubs Exec members may have more work than others if they are to have a more demanding role, such as the Grants or Societies Liaison officer. Attendee 7 suggests that this could be mitigated by splitting these heavier duties amongst more than one Clubs Exec member.

**Overall Improvements**

SC notes that the Clubs and Societies Committee Focus Group stated that they would like improved online resources, such as videos explaining Grant Guidelines, and a change to conference funding, as stated earlier. SC asks attendees their thoughts on this:

* Attendee 8 notes that the guidance on how to manage the web pages is provided by an external host, and suggests it would be worthwhile providing short videos for clubs and societies on how to manage their pages on the Strath Union website specifically.
* Attendee 9 notes that it would be useful if Payment Requests and the additional evidence, such as the invoice or receipt, could be uploaded as separate files and submitted at once, as opposed to needing to be submitted as a single file.
* Attendee 10 requests that all Grant Requests are submitted to the Strath Union website for the sake of transparency and to view as examples. JW notes that all Minutes from Clubs Exec are uploaded to the Strath Union website, but that she will look at putting these in a more accessible place. JW states she will look into how Grant Requests can be uploaded to the Strath Union website without breaching GDPR.
* Attendee 11 requests that the annual Clubs and Societies calendar is uploaded to the Strath Union web page in a more accessible location, and that it include things such as the deadline for booking a Freshers’ Fayre stall, GM dates and Clubs Exec meeting dates.

**AOCB**

* TEDx announce that societies are welcome to get involved with the small events being run by TEDx on things such as Values in the Workplace, and Public Speaking.
* Attendee 12 suggests that an Arts Fest committee made up of students is started up, as opposed to leaving the organisation of the festival to two members of staff.
* ST states that on March 23rd, SISA will be holding a colour festival in Rottenrow Gardens and invites all AGM attendees to go along.

**Meeting end: 6.10pm**