



**UNION
OF
KINGSTON
STUDENTS**

Minutes of the Annual General Meeting (AGM)
held at Penrhyn Road Campus on Wednesday 23rd January 2019 at 4.00pm

1	<p>Welcome & Introduction</p> <p>Meeting brought to order at 4.15pm Ramla and Ella presiding.</p> <p>All welcomed to annual AGM 2019. Ramla explained general rules and activities. Photos may be taken, but be respectful, and to respectfully listen to people who voice their opinions. No rudeness or personal slights will be tolerated. Explained about fire alarms and exits.</p> <p>She explained the Union is separate from the University and is also a charity.</p> <p>Introduction of the three Officers, Elliot, Whaqar, Kamal who will present throughout the AGM Meeting and clarification that the team are supported by Staff but cannot intervene, only voice opinions.</p> <p>Votes for the Motions are Papered (issued upon entry) - Green for agree, Red for against and Hands up for abstains. Raise hands to speak.</p> <p>An AGM is held annually to discuss a variety of Union topics including the following: -</p> <ul style="list-style-type: none">• Last year's Annual Report 2017/18• Audited accounts – Details of expenditure• 2018/2019 Budget and key aims for the year <p>Apologies for absence were received from:-</p> <p>Sports Clubs, tennis Club, Women's Club, Men Club, Lacrosse, Chinese, Catholic, United Nations, Vegan</p>
2.	<p>Approve Minutes of 2017/2018 AGM</p> <p>All Approved</p>

3. Annual Report, Audited Accounts, Budgets & Auditors

Muna Ali clarified there are two officers and two trustees and highlighted that the Student Union works in collaboration with solicitors, banks and auditors. Students can email directly for more information on this.

The network of Student Council, elected by all in October, is held accountable each month. Last year there were a record number of candidates and votes which is the best positive direction wanted, as it gives more freedom to choose projects and undertake more projects.

Whaqar Hussain advised that under the Education Act 1994 the University issues annual amounts for funding the Student Union each year, which are then re-paid back to the University in accordance with monetary requirements e.g. Rent, Expenses, Charitable costs, Marketing, Social & Welfare Projects, Catering, Facilities, IT Support, Bank Charges, Affiliations etc.

Last year ending 2018 :-

Funding	1483,067
Expenditure	543,067
Balance Remaining	57,945.00

A new role made for Sports & Societies, has been taken over by Noah Matthews.

Strategy, Democracy & Commercial reviews will be undertaken – How do you want Student Unions to be run? Something to think about. Lots of information on website or can talk directly / email for more information.

Vote taken in relation to the above.

All Approved

Vote Passed

Vote taken for External Affiliations

**2 Abstained
Remaining Approved**

Vote Passed

4. Kamal Mohammed – Academic Affairs Officer

Manifesto update according to two main points:-

- 1. National Policy** – unofficial meeting with NUS. There is no legal obligation to distance NUS from the University but there are consequences to actions

EDI Strategy

Update on what the University is doing
Investigation of scholarships yet to happen

Picton – Every two weeks on Wednesdays there is an Open Mike Session
Everyone is welcome

Over 40 other items of agenda up coming / being actioned this year – all of it is available on line if you want more information.

Open to Questions

1st Question by MFA Course Rep

She has not received funding payment, who should she speak to?

A - Kamal advised he will investigate and discuss this directly with her

2nd Question by Student

Re Academic Misconduct, he would like to know what the course of justice is for misconduct by students and reps, e.g. cheating in exams, plagiarism etc

A - Kamal advised a second meeting has yet to be held regarding a change in policies. There is a difference between the policies for those who cheat and those who plagiarize, including a possible “grace” period. Once the second meeting has taken place, all will be advised. Kamal advised an Academic Advice Service is available for all.

3rd Question by Student from the Afghanistan Society

He expressed concern regarding the time expectancy for amendments to the Policy decision, due to exams to be held in March.

A – Kamal advised a final decision will unlikely be made until the start of the new academic year, due to training, meetings, final decision with the University etc
Therefore, it should be assumed that current policies stand.

4th Question by Student

Nile noticed a Student Welfare Officer has not been appointed? It is noted that only £50 funding was available towards Mental Health and this, in his opinion, is not enough.

	<p>A – Kamal advised currently the Student Welfare Officer role is split between the 3 current Officers who are sharing the role. The funding question would be answered by another Officer later during this meeting.</p>
5.	<p>Whaqar Hussain – Officer</p> <p>Apologies for information not previously uploaded, this was an error on his part and will be rectified by the morning.</p> <p>Whaqar explained he has been working / training during the Summer to learn on a variety of topics, including Lead & Change, Public Speaking, attendance of the SU 2018 Launch at NEC Birmingham, Muslim Leadership Foundation Residential Weekend, Creating change and relations – attendance of role specific training programs.</p> <p>Manifesto –</p> <p>Roehampton Vale 21/22nd September - to save?</p> <p>Students requested more Poster space and it has been agreed that a Third poster on pillars is acceptable</p> <p>Also agreed is an Achievement Wall - for academic & non-academic</p> <p>Aim to establish better links between Campuses – exhibitions, pop up sales, stock etc – same options for the same price across campuses</p> <p>Activity funding for Sports Clubs, BCA, Fulham Football Club etc etc</p> <p>Feb 3rd – BADINGTON – Access to tennis coaching will be available</p> <p>40K spent on batteries – savings occurring</p> <p>All details on website – Input wanted on How we run, your input is valuable</p> <p>Advised that Policies last until Summer and then a mass overhaul review takes place.</p> <p>Role of the Welfare Officer is Compliance and discipline, Self-care, Accessibility, Acceptable sports for students.</p> <p>Email directly at any time to request an introduction of a New Group</p> <p>Student racism – share concerns at any time</p> <p>Email or contact directly with no hesitation at any time – always available for queries, suggestions and requests</p> <p>Communal Fridge – Food Bank - Help yourself at anytime if you ever need to – freely and without prejudice and by return if you have spare foods please use this to donate unwanted items</p> <p>Water fountains are being re-designed</p> <p>Any vendors who wish to display work or events – contact directly</p> <p>Social space advertising available</p> <p>Food changes – please share openly</p>

	<p>Open to Questions</p> <p>1st Question by Abby Re Faith Room at Knights Park. This is currently in the middle of the canteen and despite promises all that has been done is to re-paint it.</p> <p>A - Whaqar advised due to timescales the painting has been done as a “plaster” however in due course there will be an alternative room for Prayers, hopefully by the Summer.</p> <p>2nd Question by Student Based at Kingston Hill, She would like more cross campus collaboration. For example she learnt about the SU from Penrhyn not Kingston Hill. There is currently no Officer and no Union space. Currently no communications from Kingston Hill to its Students.</p> <p>A – Dean at Kingston Hill advised they are aware and are deciding a course of action, but for now a room above the Canteen with a pop-up reception has been suggested as a temporary solution. It has been noted that the University has failed to provide an adequate solution to date – no desk etc However, there are plans to provide rooms by the Summer</p> <p>3rd Question by Student Re Tutorials On-line – Do you get one or many certificates?</p> <p>A - Unlimited</p> <p>4th Question by Student Roehampton Vale – Due to close 21/22 September Academic Year?</p> <p>A – Yes. Due to new Penrhyn Building</p> <p>Reiterated to contact directly at any time for further questions / queries regarding Faith Room, Society Spaces etc</p>
6.	<p>Elliot Spiers</p> <p>Elliot advised his role included Committees and encouraging actual change</p> <p>Engagement Fund – covers lots of things, including coffee machine, wall paper paste and raffle tickets!</p> <p>He is currently working on the following:-</p>

Website for society events which will be update by the Committee

He enjoys organizing fun events such as Kanye West Tribute, KVExtra.com and Co.Uk for Kanye West Pictures, Campus events for fundraising, marketing teams, helping fund your events. He used to be a Club Promotor and has organized refreshers / art work to promote funds for the SU.

You can purchase Cougar tickets online

Lynda.com – different web sites to promote awareness and raise funds

Update on different campuses to raise funds and highlight hidden costs

BYTES Trial – would like to expand and discuss this

Raising suggestion for all students to have Wednesday afternoons off in order to participate in sports

Cheaper and better quality canteen foods to be promoted on the website

Better deals at pubs and sports bars especially in Tolworth. He is currently awaiting confirmation of new deals

Student bar in Penrhyn wanted and social space. Campus currently against this but still working on it

Negotiating for Printing modules and Hand-Ins to be free for students

Union Newspaper and website – happy to receive and implement updates and changes submitted

Trying to organize self-defense classes

Want to update the Union Brand as feel it is outdated

Organising a Summer Festival 2019 – definite – but date to be confirmed. Will be outdoors and all day and include for example, as Shisha lounge
Debating on discussions re Hidden course costs etc

Open to Questions

	<p>1st Question by Student</p> <p>Canteen staff used to get less than minimum wage – has this changed?</p> <p>A – Yes. In November last year there was an increase in staff wages and in April this year will be a second phase, with a third final phase in August this year, 2019, to introduce London Waiting Allowance. Students need to work with Elliot to ensure staff receive the pay rise</p> <p>2nd Question by Student</p> <p>There have been conversations with CMA regarding unfair course fees, and he believes there has been false advertising by the University – has there? The Dean has denied hidden charges.</p> <p>A – Kamal answered that there has been in the past, however the aim is to correctly advertise and make it easily accessible. He also advised a law has now been passed and it all has to be above board.</p> <p>3rd Question by Student</p> <p>Will there be a new student bar at the new building?</p> <p>A – Not yet but a space is being looked at to see if it is a possibility. Note anyone can go into the PICKTIN after 5pm and can book it for events.</p>
7.	<p>Referendum</p> <p>Officers spoke to 500 students – campus voices need to be heard. There are now three options – choose which option you wish to put in the ballot box. The Ballot closes on 25th January at 1pm. The announcement will be made on 28th January at 10am.</p> <p>Motion 1 – Campaign Fund</p> <p>Campaign Fund Motion – Abby</p> <p>Student led campaigns, e.g. LGBT need more advertising to help promote / make it easier to advertise. Any objections to increasing the Fund? No</p> <p>1st Question</p> <p>Have campaigns be turned down / or money run out?</p> <p>A – Yes.</p> <p>Rejected due to higher costs?</p> <p>A – Yes.</p>

	<p>But costs can be looked at. A – Yes but higher costs encourage more student campaigning</p> <p>2nd Question</p> <p>If there is still money in the pot, why increase the amount? A – We don't need to increase it forever, just enough to then measure it.</p> <p>3rd Question</p> <p>Didn't know there was a campaign fund. Would be a good idea to increase awareness of it?</p> <p>4th Question</p> <p>Some campuses have turned down campaigns due to costs. She supports it.</p> <p>No speech against</p> <p>For Motion – About 8 against, about 3 abstained. PASSED</p>
	<p>Motion 2 – Gender Neutral Bathrooms - Abby</p> <p>Penrhyn Road trialed GNB in the Library toilets. They are important for hate crimes against gender neutral people and should be widely visible and available. Equality, Diversity and Inclusion</p> <p>LGBT – Shane – GNB should be a safe space and needed to support the LGBT Community</p> <p>1st Question How many more toilets are wanted? A- One in every building in all of the Campuses minimum. Also to create awareness, not everyone knows, wants student knowledge</p> <p>2nd Question Is the intention to convert current toilets? Or add? And what will be in the toilets? A – The ideal is to have single-use rooms / more space</p> <p>No speech against</p> <p>For Motion – About 3 against, about 5 abstained. PASSED</p>

	<p>Motion 3 – Student Union to be run by Students – Fizal</p> <p>It has been noticed that graduated people are still voting and decisions are being made by non-students. He wants this changed</p> <p>No speech against</p> <p>1st Question</p> <p>Jeanette – In favor but would like clarification, as staff just answered questions A – Shane – Staff don't have voting privilege but should be allowed to speak so that knowledge / ideas can be shared</p> <p>2nd Question Graduates <i>could</i> vote – does that still happen? A – Has happened in the past that graduates have voted</p> <p>No speech against</p> <p>For Motion – Most in Favor, A few against, a few abstained. PASSED</p>
<p>1</p> <p>2</p> <p>3</p>	<p>AOB</p> <p>Would like it noted that all decisions made have to go through different Committees before being Passed, hence some take longer time than others to be heard.</p> <p>The website is “trash” and needs updating. KPIs (Key Performance Indicator(s)) are needed – 20 for Board Level. Old ones are getting new ones soon</p> <p>Faizal – Apology Data Breach not done.</p> <p>In 2015 an event took place and students were advised to scan their IDs in order to attend meetings & events. This data was sent to a Prevention Officer who was checking to make sure Muslim terrorists were not amongst them. A Union investigation took place to confirm that student IDs were used without permission to check ethnicity and for terrorism. This should not have happened and it has been confirmed that the student data was passed unlawfully (without a warrant) to a Prevention Officer, when they could have refused without the proper paperwork. They had previously denied this occurrence, however have now admitted this did in fact happen.</p> <p>The staff member concerned has now left and the paperwork destroyed but they are still trying to trace where the information went and how it has been used. This investigation is taking place currently.</p>

	<p>Kamal – Apologies for this breach of data – it should never have happened.</p> <p>1st Question by student Does this account / data still exist? A – The CEO is carrying out an investigation currently and we are awaiting the Results</p> <p>2nd Question during general discussion The Union could have said No. A - Unions are independent charities and apologizes – they should have waited for a warrant.</p> <p>3rd Question by student with General Debate Re Referendum – He feels there should be dual opinions, not just one persons. Equal opportunity is important. 2nd Student - I think the current system works, Equal Power 1st Student doesn't want the President to have his opinion count, he would like others involved and for equal credit – not for the President to take credit for others work – He would like individual Officers to receive due credit. 3rd Student – Would like maybe an elected person to take ownership with more power to student reps.</p>
	<p>Kamal & General Discussion</p> <p>Thinking of introducing merit-based scholarships. They are waiting for the second Semester. There are no decisions as yet.</p> <p>Campus reputations are important. Some facilities are spread across three campuses and there is a fear that when the campus closes students will miss out. Student nurses are currently missing out. Would like campus officers in all campuses and undergraduate reps for each campus. Everyone should get representation for University issues.</p> <p>Officers are only allowed to hold their position for two years.</p> <p>Any other questions – please speak directly to the Officers – All communication is very welcome.</p>
1.	<p>General Discussion</p> <p>Students raised concern re transport. The bus currently stops at 20.00 but the campus is open until 21.00 – Can anything be done?</p> <p>Whaqar A – As of the 1st/2nd week of September 2018 the Night roster should have been implemented with the KE3 finishing at 21.15</p>

	<p>If this is not so, please report it as non-functioning on the AP, which is monitored. They are looking to add an additional service but unfortunately unlikely due to budget cuts.</p>
2.	<p>Careers / employability Student raised concerns - January / September students don't get the same options for careers Kamal – A – I will speak with you directly and answer your concerns</p>
	<p>AOB – Please contact directly with questions or talk face to face.</p> <p>Meeting closed at 18.29</p>