

Committee:	<b>Operations Committee</b>
Location:	<b>President's Office</b>
Date & Time:	<b>Tuesday 10 July 2018 at 9.00 a.m</b>

<b>Present:</b>	
Andrew McLaughlin	Chief Executive (Chair)
Mandy Wilson-Garner	Deputy Chief Executive
Gregory Noakes	Governance & Executive Support Manager (Clerk)
Charlie Slack	Student Voice Manager
Helen Freeman	Marketing Manager
Emma Quixley	Advice and Community Manager
Kimberley Pickett-McAtackney	Activities Officer

**1. Apologies for absence**

Name	Reason	Accepted
Eve Alcock	Graduation	Yes
Jack Kitchen	Graduation	Yes
Jiani Zhou	Graduation	Yes
Alisha Lobo	Annual Leave	Yes
Andy Galloway	BUCS conference	Yes

The meeting was not quorate and therefore formal decisions could not be taken.

The Chair introduced and explained the purpose of the committee.

**2. Notice of any other business**

No items were identified for discussion under any other business.

**3. Declaration of interest in any item on this agenda**

No member of the committee declared any conflict of interest.

**4. Terms of Reference**

The terms of reference for the committee were shared. The committee discussed committee membership and whether all members of staff should have voting rights at meetings.

As the meeting was not quorate a decision on this matter would be taken at the next meeting.

**5. Minutes of the previous meetings**

The last two sets of management committee minutes could not be approved as the meeting was not quorate. These would be approved at the next meeting.

**6. Matters arising from previous meeting**

These were not discussed as minutes would be approved at the next meeting

**7. Representation and planning**

The Student Voice Manager shared and went through the student voice report with the committee.

### Equality & diversity

The committee discussed the equality & diversity committee that the community officer had attended. They noted that females now made up to 20% of the professors at the University of Bath.

**ACTION: Advice and Community Manager to circulate notes from meeting to all committee members.**

### Enterprise

The Deputy Chief Executive reported on the Enterprise steering group meeting they had attended. Discussions were currently taking place as to how to join enterprise with the curriculum transformation. A current issue was the lack of collaboration between the University and The Student Union (The SU). The committee discussed and agreed that The SU needed to get better at promoting enterprise to its student members.

### University and College Union Strike actions (UCU)

The committee discussed the UCU strikes and the likelihood that further strike actions would be coming in the future. It was noted that UCU appeared to be having some internal issues within its membership.

**QUESTION:** A committee member asked the Advice and Community Manager if many students had made academic appeals on account of the strikes?

**ANSWER:** The Advice and Community Manager reported that very few students had made academic appeals because of the strikes.

### Student Suicides

The committee discussed student suicides and the issue of them being under reported. Members were in agreement that they felt that the University was not doing enough to engage with this issue. The committee discussed whether The SU should consider taking action themselves on the issue. After consideration the committee agreed that research should be first conducted to find the best approach to take if The SU was to take action on the issue.

**ACTION: the Advice and Community Manager to use their contacts at Bristol to find out how they had reported on the student suicides that had happened in Bristol.**

**ACTION: Chief Executive to obtain an update from the University on what they are doing with regards to this issue.**

#### 8. Priority communications

This was not discussed.

#### 9. Reputational risk

This was not discussed.

#### 10. Executive Committee issues, including financial variations

No executive committee issues were raised.

**11. Any other business**

No other business had been previously been identified for discussion.

The meeting ended at 10.00am.

Item number	Action	Responsibility
7	Circulate notes from Equality & Diversity committee meeting to all committee members.	Advice and Community Manager
7	Use contacts at Bristol to find out how they reported on the student suicides that happened in Bristol.	Advice and Community Manager
7	Obtain an update from the University on what they are doing with regards to this issue.	Chief Executive

