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Class Rep Meeting Minutes

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**Date Time Location**

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| Meeting called by | Jarmila Slodyczka |
| Type of meeting | S.A meeting |
| Facilitator | Jarmila |
| Note taker | Sarah Kerr/ Angela Reilly |
| Timekeeper |  |
| Attendees Micole Robertson  Jarmila Slodyczka  Angela Reilly  Michael Allan  Kasia Kowalska  Gary McDowall  James Wilson  Kieran Reid |  |

## **Agenda topics**

Agenda

1. Team Welcome/ Update/ Check minutes from last

meeting for accuracy.

2. Class Reps elections update

3. Meet your Centre Manager

4. Class Reps and Training

5. Anne Frank Trust

6. Healthy Body Healthy Mind Award

7. Stonewall Scotland

8. NUS Scotland Zone Conference

8. Date of next Team meeting

9. Any other business to be discussed.

Agenda Item 1

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| Discussion | Team welcomed, check of minuets from last meeting, next week | | |
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| Conclusions | All agreed | | |
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| Action items | | Person responsible | Deadline |
| Sarah to write minutes for next meeting | | Sarah Kerr | 4/10/16 |
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| Agenda Item 2 | |  | |
| Discussion | Class rep updates Michael has most of his reps nominated and has his first training date- 28/10 | | | | |
| Sarah buddying Michael, Sarah has training date the 4/Gary may buddy Sarah. Kat almost finished class rep nominations. | | | | | |
| Angela has first class rep training 4/10 in the Scott room 11.30-1.30 Kieran to buddy. | | | | | |
| Don’t forget to collect your USB from S.A office with the training on it, and to practice training collect all items needed the day before. | | | | | |
| Michael has a lap top that can be used, collect flip chart, pens, cut out cards and post its, etc. | | | | | |
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| Conclusions |  | | | | |
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| Action items | | | Person responsible | | Deadline |
| All V.P’s to collect items | | |  | |  |
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Agenda Item 3

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| Discussion | Meet and finalize paper work | | |
| Gary, Kieran and James to meet 12-1, finalize paper work. | | | |
| Make contact with nominated staff member | | | |
| Recruit class reps and choose training times | | | |
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| Conclusions |  | | |
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| Action items | | Person responsible | Deadline |
|  | | Gary |  |
|  | | Kieran |  |
|  | | James |  |

Agenda Item 4

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| Discussion | Union Stance | | |
| Discuss our stance vote conclusion and statement proposal | | | |
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| Conclusions | Student Association has voted to support the strike action and to show solidarity with all student unions | | |
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| Action items | | Person responsible | Deadline |
| Angela and Jarmila to write up the statement, and have it approved and sent out, | | Angela |  |
|  | | Jarmila |  |
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Agenda Item 5

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| Discussion | NUS 10/11 12- 1 meet and greet/ stone wall conference and the Zone conference | | |
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| Conclusions | Meet and greet with Harriet from NUS | | |
| Sone wall 18th Nov, who is going to this? | | | |
| Zone Conference- going are Jay, Angela Gary and Michael? | | | |
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| Action items | | Person responsible | Deadline |
| All to attend | |  | 10/11 |
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| Agenda Item 6 |  |

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| Discussion | Anne Frank exhibition | | |
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| Conclusions | Anne Frank exhibition in the Burns Suite contact if interested in going | | |
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| Action items | | Person responsible | Deadline |
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Any other Business

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| Other Comments |  |
| Special notes | Additional roles- Jay and Michael board  Angela volunteering  Gary equality and diversity  Kat Erasmus and STEM  James Health and Safety  Erasmus project- Germany Angela and Michael going  February- Spain ?  April- Romania ?  Debating Club- find out who can go and when  Healthy Body and Healthy Mind  Kieran to find out about the suitability of the walking club and including the A.S.N students.  Archery Club  Fruit for 50p Car sharing council run Debra  Next team meeting  Crèche facilities, proposal and space |

All Actions

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| Action items | Person responsible | Deadline |
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