

STANDING COMMITTEE OF THE ASSEMBLY



Minutes of the meeting held on 23 March 2018

Present: Mr K. Harper (Chair), Mrs J. Lawrence, Ms T. Moulton and Dr U. Sundaram.

Apologies: Ms L. Dack and Mrs B. Nelson

With: Mrs R. Price (Secretary)

1. MINUTES

Confirmed
the Minutes of the meeting held on 6 April 2017.

2. STATEMENTS BY THE CHAIR

3. MEMBERSHIP OF THE STANDING COMMITTEE OF THE ASSEMBLY 2017/2018

Reported

(1) that the membership of the Standing Committee of the Assembly was:

Ex-officio – VC & PVC's

Members elected by the Assembly:

Ms L. Dack (2020) (S&C)

Mr K. Harper (2019) (LTS) (Chair) (S&C)

Mrs J. Lawrence (2020) (S&C)

Ms T. Moulton (2019) (ALC)

Mrs B. Nelson (2018) (ALC)

Dr U. Sundaram (2020) (ATR)

2 Vacancies

Secretary: Mrs Rebecca Price

(2) that there were 2 vacancies on the Committee and the term of office of Mrs B. Nelson comes to an end on 31 July 2018.

(3) that the membership of the Standing Committee of the Assembly provided for 8 members elected by the Assembly;

(4) that nominations were invited for the vacancies arising for 2018-19;

(5) that the following nominations were received (and the candidates are declared elected without need for a vote).

Mrs Nadia Mobbs (SCI-LS) (ALC)

School Manager

Mr Ian Mortimer (STS) (S&C)

Administrative Assistant

SCA17M001

SCA-M2
24.03.2018
Min. 1

- (6) for 2018/19 there will therefore be 7 members and 1 vacancy. The two proposed nominees will be declared a member of SCOTA without a ballot being required.

2. ASSEMBLY AGENDA ITEMS THAT HAVE BEEN PROPOSED

Which area/s of the University would you like to address your motion to?

The whole University
The Executive Team
Estates
The Vice Chancellor

Assembly calls upon UEA to implement a policy around smoking, including exclusion zones around entrances where no smoking can take place. There are many signs around UEA which say that smoking is prohibited within 5m of entrance ways, and yet this is where cigarette bins are placed and the rule is not enforced. Smokers can often be found congregating outside entrances at Arts, SCI, catering and the Library, to name a few. Many universities have policies around smoking and the distance away from entrances that it should occur, but the only UEA policy around smoking is that it is not permitted in student accommodation. Nottingham, Durham and Reading all have a policy that smoking should be 10m away from windows and doors and Warwick state that it is not acceptable within 3m of an entrance or outside buildings if the smoke is going to drift through open doors or windows. I call upon UEA to consider the health of their non-smoking staff and students, and protect them from the increased health risks posed by inhalation of second-hand smoke.

If you are raising this motion of behalf of formal or informal group at UEA (e.g. a Union, area of the University, informal group of concerned staff etc) please tell us about this here.

Group of concerned staff

Mrs Rosanna Miller
r.miller@uea.ac.uk
User Services Team Leader
RED

RESOLVED

SCOTA agreed that this would be more appropriate as a question and agreed that the question should be put to Assembly with adjusted wording.

(Following the meeting of SCOTA the following motion was raised by Dr Gareth Edwards (DEV) with the Chair of SCOTA via email and SCOTA members were consulted by email.

Assembly calls on the Vice Chancellor and Executive Team to (a) to institute a policy to reimburse visa application and settlement charges for non-British staff, and (b) update the Assembly on concrete steps taken following the resolution made on 24 Mary 2017 as recorded in ASM16M001.)

RESOLVED

SCOTA agreed that this motion should be put to Assembly.

(Following the meeting of SCOTA the following motion was raised by Mrs Daisy Mailey (ARM) with the Chair of SCOTA via email and SCOTA members were consulted by email.

Given the recent report on the Gender Pay Gap and the University's assertion that 'it is important that [they] continue to examine [their] policies and practices to ensure that [they] eliminate bias and promote fairness and equality of opportunity wherever possible', as well as reporting that analysis shows that 63% of male staff occupy higher paid professional jobs (grade 7 and above), could the Assembly please address the disparity between annual leave allowances under staff terms and conditions in which higher salaried staff receive 30 days and lower paid staff receive 20 days and how this ties into the University's commitment to the Athena SWAN Charter and its commitment to promote fairness across the University?)

RESOLVED

SCOTA agreed that this would be more appropriate as a question and agreed that the question should be put to Assembly with adjusted wording.

4. QUESTIONS SENT IN

No questions were sent in

5. ANY OTHER ITEMS

Considered

the draft Terms of Reference for the Standing Committee of the Assembly. (A copy is filed in the Minute Book, ref. SCA17D001).