OPEN UNIVERSITY STUDENTS ASSOCIATION

Central Executive Committee (CEC)
14 – 16 July 2017

BOARD OF TRUSTEES REPORT

The CEC is asked to:-

i) receive this regular report from the Board of Trustees

1. There is a Constitutional requirement for the Board of Trustees (BoT) to provide a report to the CEC at least four times per year. This report is intended to provide the following:

   a) a formal opportunity for CEC members to raise any questions arising from the minutes or other matters relating to the role of the Trustees, and
   b) the opportunity for Trustees to raise any specific items with the CEC or report on progression of any non-routine matters.

2. The BoT held its last face-to-face meeting on 15 May 2017. The meeting minutes can be found here.

3. Trustees discussed the terms of reference for the establishment of a Remuneration Committee which would become a sub-committee of the Board of Trustees. The decision to implement was made following recent changes to the Charity Statement of Recommended Practice (SORP) where there has been an increased focus on charities being much more open about the salary and benefits paid to their most senior members of staff. The second main reason was due to the move to a paid President and Deputy President role in 2016. One of the recommendations made and agreed by the previous Board of Trustees was that the Students Association should look to consider the salary level and total package offered to the post-holders of these two roles before we begin to plan for the elections in 2018. Trustees approved a final set of terms of reference and work will soon begin on establishing the new committee.

4. Arrangements for the appraisals for the General Manager and Acting President were discussed and will be carried out in due course. It was agreed that an annual process for appraisals are needed going forward that aligns with the setting of the Association’s strategy.

5. Trustees approved a recommendation to make the President’s role full-time for advertisement in the current by-election.
6. Trustees received two proposals for requests for discretionary funding. Approval was given to fund some archive equipment to suitably archive a collection of document, photographs, slides, negatives from OU Students Association History, dating back to the 1970s. Trustees also approved a proposal for funding for OSL (OUSA Services Ltd) brochures as a pilot initiative, to drive new customers and sales to the OU Students Shop website. The brochures would also include information about the OU Students Educational Trust (OUSET), OU Students Association NUS Extra cards and the availability of exam papers.

7. Trustees have been participating in the discussions around the development of the actions for the new strategy, following the workshop on 23 April when the objectives were revised.

8. A resignation was received from one of our external Trustees, Jonathan Fudge who will step down once his term ends on 31 July 2017. Recruitment will begin on a replacement shortly.

9. Staffing Matters – Since the last report, the two new appointments Julian Findlay (Projects Officer, Student Community) and Philippa Costello (Representation Officer) have both started with the Association and are settling in well. A further four new appointments have been made, two being in the student Support Team with Sammi Wright (Projects Officer) and Anna Mahon (Administration Assistant) both due to start mid-July. Maternity Cover for the Administration Assistant in the Student Voice Team has been filled by James Phillips who starts on 17 July. Finally Kate Dungate has been appointed as Head of Digital Communications and will take up her new role from 3 July. Recruitment will begin imminently on filling the position that leaves, maternity cover for Head of Student Community.

10. The next scheduled face-to-face meeting of the Board will be held on 27 July 2017.

Rob Avann
Secretary to the Board of Trustees