

Undeb Aber
Trustee Board Meeting
6th February 2025
In person and via Teams

Present

Bayanda Vundamina (BV)	- President and Chair
Ryan Beasley (RB)	- External Trustee and Deputy Chair
Elain Gwynedd (EG)	- Welsh Culture Officer, UMCA President & Trustee
Emily (Mo) Morgan (EM)	- Wellbeing Officer & Officer Trustee
Tiff McWilliams (TMW)	- Student Opportunities Officer & Trustee
Will Parker (AS)	- Academic Affairs Officer
Alan Roberts (AR)	- External Trustee
Dr Debra Croft (DC)	- External Trustee
Dan Fow (DF)	- External Trustee
Fuaad Badarudeen (FB)	- Undergraduate Student Trustee

In attendance

Trish McGrath (TMcG)	- CEO
Annmarie Evans (AE)	- Head of People & Wellbeing (notetaker)
Catrin Skelton (agenda 5)	- Auditor

MEETING ADMINISTRATION

1. Apologies for Absence

Apologies received from Andra Jones.

2. Declarations of Interest

All officers declared an interest in the role review as they would be voting on the outcome; however, it should be noted that they will not be eligible to stand for the role.

Noted

3. Minutes of the previous meeting

Minutes of the previous meeting held 18th October 2024 were approved.

Approved

4. Matters Arising

Matters arising covered in agenda items.

Noted

STRATEGY

5. Annual Statements/Accounts

The Auditor from PJE explained their concerns about signing off of the financial statements. Given that the University have published their accounts and their financial position, the Auditor asked the Board

for a plan that shows how Undeb Aber will sustain operations for the next 12 months. The Board has agreed to cover the £76k deficit using reserves to ensure the entity remains a going concern.

The Auditor also discussed issues around current financial procedures, in particular, the absence of two email authorisations not always being followed. The current system has shortcomings, as it relies heavily on Finance staff for input. A more efficient system should be explored.

Action – TMcG and Finance Department

6. Finance: Management Accounts

TMcG gave a brief overview of the Management Accounts to December 2024. Budgeted to be £15k surplus. Conversation around campaign spend and ensuring this is used.

Noted

7. KPI Progress

TM gave an overview of KPIs for the Board to note.

Noted

8. CEO Update

TMcG gave an overview of their previously submitted CEO update that covered People, Budget and Finance, Communications & Engagement, Strategy, Events, Clubs & Societies, Student Voice. A discussion was held around the financial position around the University and commercial services.

Noted

9. Officer Update

The Officers gave an update on activities since the last meeting.

Opportunities - Arts Fest, clear-outs of different locations, getting ready for Superteams and afterparty, sponsorship with Fire ball, Aber Challenge, Sports Facilities survey going out to groups. Tiff Tries , White Ribbon day video, completed 3 out of 5 policies. Student Life talks at open days, planning for varsity and 7s. Mountain Warehouse discount event.

Welsh Culture Officer/UMCA president – planning for Eisteddfod Rhyngol, £6k in sponsorship. 1st March, Welsh week/Student Money Week.

Academic – Academic Rep Training, Rep conference, NSS promotional video with the Uni, Priorities finished student charter, AI guidance sessions, more progress on fit to sit policy – in next QAA meeting, hoping to finalise implemented for Sept 2025. University Celebration Week, Annual Quality Report.

Wellbeing – Lead officer Annual SHAG week went well, men's mental health month, trans day of remembrance, endometriosis day, in Aber for Winter, Warm up Wednesdays – free coats etc, Student money week, Fit to sit panels with nurses, time to talk day – wellbeing walks, LGBT history month, Education station – different mental health and mental health disorder, drug and alcohol impact only University to do in 1 year.

TMcG updated the Board on a situation between SU, Student Services and Medr. The board instructed TMcG to seek clarification of how EM's signature had been used on a document they hadn't seen and assurances that this cannot happen again. They would like a formal response for the University and consideration of the wider issues with some form of partnership agreement.

Action - TMcG

President – meetings with University Medr/Uni Financial Position, International Students, writing an International Student Experience Paper, working on global week, hitting deadlines before leaving to take up a staff role with Sunderland on 1st April.

10. Welcome Fuaad and acknowledge Resignation of External Trustee

Jon Allsopp formally submitted their resignation to the Board, and the Board expressed its gratitude for their support and contributions as a Trustee, including their continued involvement while living in Dubai. The Board discussed the audit skills tool to identify key areas of need. TMcG informed the Board that gaps exist in Legal, Marketing, and Fundraising. Ideally, the Board would seek a candidate who is a woman, Welsh, BAME, or LGBTQ+.

Action: TMcG will reach out to Mentor Aberystwyth to explore potential interest.

The Board also welcomed Fuaad to their first official Trustee Board meeting.

11. Extension Trustee Term of Office

BV asked the Board to agree to extend RB and AR's term of office for at least 6 months pending approval at AGM or to ensure stability and handover if the extension is not passed.

Approved

RB informed the Board that he would be looking to step down duties of deputy chair within the next 6 months and after discussion and agreement, DF was agreed to be the Deputy Chair and would complete a handover over the next 6 months.

Approved

12. Policy

To ratify the policy agreed by Senedd on the 28th October and 2nd Dec 2024.

Approved

13. Role Review

TMcG provided the Board with a paper asking to approve the following options going to AGM:

1) Trustee Board Chair -The Board Chair will be an officer approved by the Trustee Board, and the role of Deputy Chair to be formally recognised and carry out the role of Performance Management of the CEO.

2) Number of Sabbatical Full-Time Officers - Agreed to reduce to 4 officers

3) Sabbatical Officer Roles and responsibilities - keep current job descriptions

4) Role titles -Llywydd Academic, Llywydd Opportunities were agreed by the Board. Two further

roles will go to student vote, options as follows:

Llywydd Wellbeing *or* Llywydd Wellbeing and Liberation

Llywydd UMCA & Welsh Culture *or* Llywydd UMCA

The Board thanked TM for the paper that was written, and it helped the Board seek clarity.

Approved

I4. A.O.B.

Thank you to Bayanda for their time as President and wished them well in their new role.

I5. Date of next meeting

3rd April 2025 at 2pm