



Meeting Minutes

Meeting	Trustee Board	
	Management Board	
	Executive Committee	X
	Finance & Commercial Development	
	Appointments & Remuneration	
	Compliance, Governance & Risk	
	Other:	

Meeting Date	24 th November 2025
Meeting Time	12.30-13.00
Attendance	
Present	Xander McDade, Students' Association President (Chair) Holly Pearce, Vice President Education Craig Ward, Argyll Depute President Charlotte Usher, Moray President Alasdair Macleod, North, West & Hebrides Depute President (Islands) Mila Tabone, Orkney Depute President Andi Garrity, Perth President Millie Foster, Perth Depute President Hannah Lehmann, Scottish Association for Marine Science (SAMS) Depute President Harley Green, Shetland Depute President
Apologies	Chloe Young, Inverness President Abigail Teague, North, West & Hebrides Depute President (West)
Absent	Susan Loughlin, Highland Theological College (HTC) Depute President Cole Garscadden, North, West & Hebrides Depute President (North) Emmaleigh Hay, Moray Depute President
Attended	Simon Varwell, Director of Student Engagement & Representation Aimee Cuthbert, Development Manager (Perth & Moray) Paul Stalker, Insight & Democracy Coordinator (Clerk)

Section	Minutes
1	Meeting Management
1.1 Apologies	The Students' Association President noted that the Inverness President and the North, West & Hebrides Depute President (North) had sent their apologies in advance.
1.2 Draft September Executive Committee Meeting Minutes	The Chair made reference to the draft minutes of the Executive Committee meeting held on Wednesday 24 th September 2025 and asked for all those who attended that meeting to approve whether this was an accurate reflection or not. The minutes were approved.

<p>1.3 Executive Committee Action Log Update</p>	<p>The Students' Association President highlighted that they revise the draft UHI Strike Statement to include a call for fairer Further Education and Higher Education funding in Scotland. The Students Association President noted that they had circulated a copy of the revised UHI Strike Statement to Executive Committee members in October.</p> <p>The Students' Association President asked if any member objected to marking the action to revise the draft UHI Strike Statement to include a call for fairer Further Education and Higher Education funding in Scotland as being complete. The Students' Association President also asked if any member objected to marking the action circulate a copy of the revised UHI Strike Statement to Executive Committee members as being complete.</p> <p>The Students' Association President noted that they would mark both actions as being complete.</p> <p>The Students' Association President highlighted that an All Student Meeting (ASM) for members to debate and vote on a motion on whether to hold a referendum on NUS membership was held on Wednesday 5th November. The Students' Association President also highlighted that at the All Student Meeting (ASM) members had voted in favour of holding a referendum on NUS membership during this academic year.</p> <p>The Students' Association President explained that the referendum on NUS membership would likely take place in the second half of semester two. The Students' Association President also explained that the exact timeframe for the referendum would be set once HISA staff members had worked out the logistics of running a referendum.</p> <p>The Students' Association President asked if any member objected to marking the action to develop a motion for an All Student Meeting on whether to hold a referendum on NUS membership as being complete. The Students' Association President also asked if any member objected to marking the action to identify a suitable date and time in November or December to hold an All Student Meeting as being complete.</p> <p>The Students' Association President noted that they would mark both actions as being complete.</p> <p>The Students' Association President highlighted that dates and times for both Executive Committee Meetings and informal meetings of Executive Committee members had been set up to and including to January.</p> <p>The Students' Association President asked if any member objected to marking the action for Local Officers to ensure that the Insight & Democracy Coordinator has the details of their semester one working hours as being complete.</p> <p>The Students' Association President noted that they would mark the action as being complete.</p>
<p>2</p>	<p>Representation & Student Engagement</p>
<p>2.1 Draft Principles For HISA Spaces</p>	<p>The Director of Student Engagement & Representation highlighted that there was a considerable variance in the quality of HISA spaces across the UHI Partnership, both in terms of size and facilities. The Director of Student Engagement & Representation also highlighted that this variance in the quality of HISA spaces existed between both similar sized Academic Partners and similar sized campuses.</p>

	<p>The Director of Student Engagement & Representation noted that the variance in the quality of HISA spaces across the UHI partnership was due in part to them having been developed on an ad-hoc basis rather than as part of any strategic plan.</p> <p>The Director of Student Engagement & Representation explained that HISA spaces had been developed on an ad-hoc basis as there wasn't anything in place to guide conversations between HISA and the Academic Partners about the quality of HISA space.</p> <p>The Director of Student Engagement & Representation noted that the Senior Management Team (SMT) had developed the draft principles for HISA Spaces to provide a more coordinated and strategic approach to developing HISA spaces across the UHI partnership in the future.</p> <p>The Director of Student Engagement & Representation explained that the draft principles for HISA Spaces contained four principles; sustainability; autonomy and privacy; accessibility and signage; and multi-functionality and flexibility.</p> <p>The Director of Student Engagement & Representation highlighted that the four principles within the draft principles for HISA Spaces had been developed in reference to HISA's strategic plan and the principles within the Framework for Strong & Effective College Students' Associations in Scotland. The Director of Student Engagement & Representation also highlighted that the four principles within the draft principles for HISA Spaces had been developed in reference to ongoing conversations around the quality of HISA spaces at UHI Moray, UHI Perth and UHI Moray.</p> <p>The Director of Student Engagement & Representation noted that HISA's Trustee Board had approved the draft principles for HISA Spaces with the provision that Executive Committee members had no objections to them.</p> <p>The Director of Student Engagement & Representation asked members if they had any comments, feedback, or questions about the draft set of principles for HISA spaces.</p> <p>The Students' Association President noted that they felt that HISA should prioritise improving provision where it was at its worst and/ or least developed.</p> <p>The Director of Student Engagement & Representation noted that they didn't envision much movement on the development of HISA spaces until the changes to both the Student Officer structure and the HISA career staff structure had been completed. The Director of Student Engagement & Representation also noted that the prioritisation of HISA space provision would likely be determined by the shape of the organisation following the changes to both the Student Officer structure and the HISA career staff structure.</p> <p>The Students' Association President asked members if they had any objections to the draft principles for HISA Spaces.</p> <p>The Students' Association President noted that there didn't seem to be any objections from members to the draft principles for HISA Spaces.</p>
<p>2.2 Board Of Management Project Evaluation Analysis</p>	<p>The Development Manager (Perth & Moray) highlighted that an evaluation exercise of HISA's Board of Management Project had been conducted between April and July.</p> <p>The Development Manager (Perth & Moray) explained that the purpose of the Board of Management Project evaluation exercise was to assess the impact of the project so far and identify next steps for further development.</p>

The Development Manager (Perth & Moray) highlighted that they wanted to know if members had any comments, feedback, or questions about the findings from the Board of Management Project evaluation exercise. The Development Manager (Perth & Moray) also highlighted that they wanted to know if members had any comments or suggestions about what the recommendations for further developments in the project should be.

The Development Manager (Perth & Moray) asked members if they had any comments, feedback, or questions about the findings from the Board of Management Project evaluation exercise. The Development Manager (Perth & Moray) also asked members if they had any comments or suggestions about what the recommendations for further developments in the project should be.

The Moray President asked whether it would be possible to include developing engagement between the Local Officers and the Faculty Interns as a future area of work within Board of Management Project.

The Development Manager (Perth & Moray) noted that the focus of the Board of Management Project was to develop support for Local Officers at a local level and that there currently wasn't capacity to expand the project to include developing support for Local Officers on the cross-campus level. The Development Manager (Perth & Moray) also noted that it currently wasn't known yet whether faculty Interns would be continuing beyond the 2025-26 academic year.

The North, West, & Hebrides Depute President (Islands) highlight that they had enjoyed a very good experience in terms of being supported to take part at their Academic Partner's board meetings and that as such had not experienced many of the issues or problems raised during the Board of Management Project evaluation exercise.

The Development Manager (Perth & Moray) noted that it was great to hear that the North, West, & Hebrides Depute President (Islands) had felt supported to take part in their Academic Partner's board meetings. The Development Manager (Perth & Moray) also noted that UHI North, West, & Hebrides had done a lot of work in recent years to support their Local Officers to take part in its board meetings.

The North, West, & Hebrides Depute President (Islands) enquired to whether the issues and problems raised during the Board of Management Project evaluation exercise could be attributed to a hostile attitude towards student engagement in board meetings. The North, West, & Hebrides Depute President (Islands) also enquired to whether any of the Academic Partners held a particularly hostile attitude towards student engagement in board meetings.

The Development Manager (Perth & Moray) explained that the issues and problems around student engagement in board meetings tended to stem from inconsistencies rather than hostility. The Development Manager (Perth & Moray) also explained that issues and problems around student engagement in board meetings tended to stem from differing expectations between different stakeholders.

The Perth President questioned whether the lessons learned from the Board of Management Project could be used to develop the support Cross-Campus Officers receive for UHI Court and other partnership-wide governance meetings. The Development Manager (Perth & Moray) noted that there had been conversations on expanding the scope of the Board of Management

	<p>Project to include the support Cross-Campus Officers receive for UHI Court and other partnership-wide governance meetings.</p> <p>The Development Manager (Perth & Moray) noted that members could get in touch with them following today's meeting if they had and further any further questions or reflections on the Board of Management Project evaluation exercise.</p>
3	AOCB
3.1 Future Executive Committee Meeting Dates & Deadlines	<p>The Students' Association President noted that January's Executive Committee Meeting would be on Monday 19th January 2026 between 12pm and 1.30pm. The Students' Association President also noted that the deadline for papers and items for this meeting would be noon (12:00) Wednesday 7th January 2026.</p> <p>The Students' Association President asked members to email the Insight & Democracy Coordinator the details of their semester two working hours once they had confirmed them with their Development Manager.</p> <p>The Students' Association President explained that the dates for the Executive Committee meetings in March and May would be set once all Local Officers had confirmed the details of their working hours with their Development Manager for semester two. The Students' Association President also explained that the dates and times for the informal meetings of Executive Committee members in February and April would be set once all Local Officers had confirmed the details of their working hours with their Development Manager for semester two.</p> <p>ACTION: Executive Committee members to email the Insight & Democracy Coordinator (Paul.Stalker@uhi.ac.uk) as soon as possible the details of members working hours for semester two.</p>