Meeting Minutes

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

Meeting Date	18th May 2026
Meeting Time	15:30-16:30
Attendance	
Present	Xander McDade (XD) (Student President), Holly Pearce (VP, Education) Oliver Sweeney (Inverness Depute President), Andi Garrity (Perth President), Chloe Young (Inverness President), Alasdair Macleod (NWH Hebrides President), Harley Green (Shetland President), Charlotte Usher (Moray President).
Observers	Colin Munro (CEO), Simon Varwell (Director of Student Engagement & Representation)
Apologies	Millie Foster & Mila Tabone.
Non-Attendance	

Section	Minutes
1	**Welcome and Meeting Management**
1.1 Apologies	The following apologies were recorded: Millie Foster & Mila Tabone.
1.2 Minutes from last 2026.	Minutes from the last meeting were not available due to staff illness but would be considered at the next meeting.
2	
2.1 Engaging with UHI's academic committees and internal panels: Faculty Intern responsibilities in 2026-27	(Paper: HEC0526-01) SV outlined the key aspects of the papers. Two Student Interns currently provided additional capacity for being the student member of: • the Faculty Boards for UHI's two Faculties • internal quality panels • programme (re)validation panels. Funding for this, and a successful pilot in 2024-25, has come through extra budget from UHI on top of our regular block grant. Prior to that, the above responsibilities were fulfilled very patchily, often with a heavy burden on the VP Education (and often President), neither of whom have much capacity for this very detailed and regular work. UHI has agreed to fund this work again (to the sum of £10,000), but of course

	we are very late in the academic year. This, on top of HISA's stretched capacity at the current time, means that recruiting Faculty Interns right now will be an extremely difficult task. The proposal is therefore to give the above responsibilities to the Student Officer team, at least for this year while a more sustainable plan is developed. Recognising that this is additional workload payment for taking on CSG Committees, Faculty Board and Academic Council will be provided and the details communicated on this. There would require to be roughly a day's training for each of these two sets of responsibilities, which would be rolled into the online element of our summer training programme. Feedback on this proposal was being sought. **Decision:** It was agreed to take forward the proposal as outlined in the paper and to deploy to the new officer cohort for next year. No Student Officer was under an obligation to undertake this additional responsibility and arrangements would be put in place on a voluntary basis. Subject area support could also come from local committee members where these were being piloted and considered suitable. **Action:** SM to provide an overview of the requirement and reward structure for academic committee and internal quality panels for 2026/27 and to provide training as part of the July programme.
2.2 Feedback on FE curriculum integration papers	(Papers: HEC0526-02/03)
2.3 Trustee Board update on referendum outcomes	XD outlined the recent review by the Trustee Board of the referendum results for both the revisions to the Articles and Schedules and the NUS departure. XM and HP had identified that the currently valid Articles and Schedules were 15 October 2015 and not the previous assumption of 2023. The review had identified a number of governance issues related to finalising the approval of the 2023 Articles and Schedules including no evidence of a Company Law meeting of the board having taken place, no Special Resolution to approve the changes, lack of evidence that the Court and Academic Board had approved the final document, with no submission of the final document to Companies House and reference in the Financial Statements that the review was still on-going. In terms of the impact on the referendum, the threshold for those participating was 200 and therefore both had met quoracy. The Trustee Board had reviewed this and also agreed that the current review of the Articles and Schedules now needed to be completed with some urgency so that the organisation was clear as to the version they are following. HG enquired as to the circumstances and why this issue has only now just been discovered. XM indicated that recent staff turnover made it difficult to provide clarity on that but it was noted that the 2023 proposed changes occurred at a time of leadership transition between CEO's and without the governance support role that now exists. AV enquired if there were concerns that if was not clear to students as to the voting levels required? XM confirmed that this had been reviewed and stand alone rules were

	put in place and communicated on both referendum. The only reference to threshold numbers had been in communication of the results notice.
3	**Any Other Business**
3.1 Student Officer Guide	CM highlighted that a Student Officer Guide has been compiled for the year ahead with input from the Cross-Campus Officers. The guide covers the three aspects of the roles, the elected officer requirements, a paid representative of HISA and for those on the Trustee Board, those additional responsibilities. The guide would be circulated to allow for any final comments/ considerations. It was hoped that the guide would also assist with the election process each year by making the role as clear as possible and emphasising areas of training and support that are available. **ACTION:** • CM to circulate the Student Officer Guide to Executive Committee members.
4.1 Close of Meeting	XM acknowledged that this was the last meeting for a number of Committee members whilst wishing those returning all the very best for their next year as Student Officers. AM thanked XM on behalf of the Committee for all he has contributed in his year as President.