Meeting Minutes

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

Meeting Date	19th August 2026
Meeting Time	11.00am - 12.00pm
Attendance	
Present	Oliver Sweeney, Student President **(Chair)** Andi Garrity, Vice President Education Timothy Tang, Argyll Depute President Chloe Young, Inverness Depute President Callum Stepien, Moray Depute President Ez Mackenna, Orkney Depute President Jay Bain, Shetland Depute President
Apologies	Alasdair Macleod, North, West & Hebrides Depute President (Hebrides) Corben Bruce, Perth Depute President Merlin Farrell, Scottish Association for Marine Science (SAMS) Depute President
Absent	Cole Garscadden, North, West & Hebrides Depute President (North)
Attended	Colin Munro. Chief Executive Simon Varwell, Director of Student Engagement & Representation Paul Stalker, Insight & Democracy Coordinator **(Clerk)**

Section	Minutes
1	**Meeting Management**
1.1 Apologies	The Student President noted that the North, West & Hebrides Depute President (Hebrides), the Perth Depute President, and the Scottish Association for Marine Science (SAMS) Depute President had sent their apologies in advance.
1.2 Draft September Executive Committee Meeting Minutes	The Student President made reference to the draft minutes of the Executive Committee meeting held on Monday 18th May 2026 and asked for all those who attended that meeting to approve whether this was an accurate reflection or not. The minutes were approved.

1.3 Executive Committee Action Log Update	The Student President asked if any member who attended last year's Executive Committee meetings objected to closing the 2025-26 Executive Committee Meetings Action Log. The Student President noted that they would close the 2024-25 Executive Committee Meetings Action Log. The Students President also noted that a new Executive Committee Action Log would be generated for the 2026-27 academic year.
2	**UHI Partnership Policies**
2.1 Draft UHI EQIA & Staff Guidance	The Student President asked members whether they had any comments or feedback on the Draft UHI Equality Impact Assessment on the Implementation of the Equality and Human Rights Commission guidance on toilet provision at UHI House (HEC0826-02.1). The Argyll Depute President noted that they felt that any guidance needed to be practical. The Inverness Depute President highlighted that they felt that it needed to be made clearer in the guidance that UHI would not punish individuals for using the toilet corresponding to their gender identity. The Student President noted that they would pass this feedback on to UHI. **ACTION:** Student President to pass on Executive Committee members feedback on the on the Draft UHI Equality Impact Assessment on the Implementation of the Equality and Human Rights Commission guidance on toilet provision at UHI House.
3	**HISA Operational Policies**
	No items.
4	**HISA Political Policy**
4.1 2026-27 All Student Meetings Proposal	The Student President presented the 2026-27 All Student Meetings Proposal paper (HEC0826-04.1) to members. The Student President asked members if they had any comments or feedback about the proposal to run two All Student Meetings during the 2026-27 academic year for students to submit, debate, and vote on HISA's political policy. The Student President asked members if they had any comments or feedback about holding all future All Student Meetings (ASM) at 5pm. The Shetland Depute President noted that they felt 5pm would be a suitable time for all future All Student Meetings (ASMs), provided that the meetings did not run for too long. The Student President noted that it was envisaged that All Student Meetings (ASM) would last between 30 and 90 minutes. The Moray Depute President highlighted that they may struggle to attend an All Student Meeting (ASM) scheduled to start at 5pm and lasting longer than an hour, due to limited public transport options available in the evening.

	The Students President asked members if they had any comments or feedback about the proposed format and process for submitting political policy motions. The Inverness Depute President asked what efforts would be made to encourage students to submit policy motions. The Student President noted that marketing would take place ahead of each All Student Meeting (ASM) to promote the meetings and encourage students to submit political policy motions. The Student President asked if any member opposed moving to a vote on whether to approve 2026-27 All Student Meetings Proposal. The Student President called a vote on the 2026-27 All Student Meetings Proposal. **VOTE RESULTS**: **For:** (6) Student President, Vice President Education, Argyll Depute President, Inverness Depute President, Moray Depute President, Orkney Depute President **Against:** (0) **Abstain:** (1) Shetland Depute President The Student President noted that they would work with the relevant HISA Career Staff members to deliver an All Student Meeting (ASM) on Tuesday 3rd November 2026 between 5pm and 6pm. The Student President also noted that they would work with the relevant HISA Career Staff members to deliver an All Student Meeting (ASM) on Tuesday 9th February 2027. **ACTION**: Student President to ensure that an All Student Meeting (ASM) is held on Tuesday 3rd November 2026 between 5pm and 6pm. **ACTION**: Student President to ensure that an All Student Meeting (ASM) is held on Tuesday 9th February 2027 between 5pm and 6pm. **ACTION**: Student President to ensure that the agreed submission process for political policy motions is implemented.
5	**HISA Activities, Campaign, & Events**
5.1 2026-27 Executive Committee Meetings Proposal	The Students President presented the 2026-27 Executive Committee Meetings Proposal paper (HEC0826-5.1) to members. The Students President asked members if they had any comments or feedback about the proposed format and frequency for Executive Committee meetings during the 2026-27 academic year. The Inverness Depute President highlighted that they liked the proposal to hold Executive Committee meetings every six weeks. The Inverness Depute President also highlighted that they felt that the view that the day of the week on which Executive Committee meetings are held should rotate, to

accommodate members who may have regular outside commitments on a particular day of the week.

The Shetland Depute President indicated that they felt that monthly Executive Committee meetings would be an unproductive use of Executive Committee member's time.

The Student President asked members whether they would prefer to receive the agenda and papers for Executive Committee meetings two weeks or one week in advance. The Student President also asked members whether they would prefer submitting papers for Executive Committee meetings or via email or an online form.

Both the Inverness Depute President and the Orkney Depute President noted that they would prefer submitting papers for Executive Committee meetings via email.

The Inverness Depute President highlighted that they felt that the agenda and papers for Executive Committee meetings should be circulated no later than one week before and that the deadline for submitting papers should be set sufficiently in advance to ensure that this timescale could be met.

The Argyll Depute President, the Orkney Depute President, and the Shetland Depute President indicated that they would prefer to receive the agenda and papers for Executive Committee meetings two weeks in advance, rather than one week before each meeting.

The Student President asked if any member opposed moving to a vote on whether to approve the recommendations in the 2026-27 Executive Committee Meetings Proposal.

The Student President called a vote on the recommendations set out in the 2026–27 Executive Committee Meetings Proposal.

VOTE RESULTS:

For:	(7)	Student President Vice President Education Argyll Depute President Inverness Depute President Moray Depute President Orkney Depute President Shetland Depute President
Against:	(0)	
Abstain:	(0)	

The Student President noted that they would work with the Insight & Democracy Coordinator to develop revised dates and deadlines for this year's Executive Committee meetings. The Student President also noted that going forward they would only accept papers via email that had been endorsed by at least one Executive Committee member.

ACTION: Student President to ensure that future Executive Committee meetings for the 2026-27 academic year are held every six weeks between 5pm and 6pm, on a rotating basis Tuesday to Thursday.

<table>
<tr><td></td><td>ACTION: Student President to ensure that the deadlines for Executive Committee meeting papers are set twelve working days before each meeting (i.e. two working weeks plus two additional working days).

ACTION: Student President to only accept papers for Executive Committee meetings that have been submitted via email to hisa.president@uhi.ac.uk and have been endorsed by at least one Executive Committee member.</td></tr>
<tr><td>5.2 2026-27 Education Steering Group Proposal</td><td>The Vice President Education presented the 2026-27 Education Steering Group Proposal paper (HEC0826-5.2) to members.

The Vice President Education asked members if they had any comments or feedback about the proposed format and frequency for the Education Steering Group during the 2026-27 academic year.

The Inverness Depute President and the Orkney Depute President highlighted that they supported the format and frequency for the Education Steering Group during the 2026-27 academic year

The Shetland Depute President noted that they supported the proposed frequency for Education Steering Group meetings. The Shetland Depute President also noted that they felt that all Local Officers should be able to attend Education Steering Group meetings.

The Vice President Education noted that all Local Officers would be welcome to attend any Education Steering Group meeting that they wanted to.

The Argyll Depute President highlighted that they felt it was important for the Education Steering Group’s membership to include a mature student.

The Vice President Education asked members if they had any comments or feedback about the proposed timeframes for the submission and distribution of papers for Education Steering Group during the 2026-27 academic year.

The Inverness Depute President noted that they considered the distribution of the agenda and papers one week in advance to be appropriate for a meeting held on a monthly basis.

The Student President asked if any member opposed moving to a vote on whether to approve the 2026-27 Education Steering Group Proposal.

The Student President called a vote on the the 2026-27 Education Steering Group Proposal.

VOTE RESULTS:
<table><tr><td>For:</td><td>(7) Student President
Vice President Education
Argyll Depute President
Inverness Depute President
Moray Depute President
Orkney Depute President
Shetland Depute President</td></tr><tr><td>Against:</td><td>(0)</td></tr><tr><td>Abstain:</td><td>(0)</td></tr></table>
The Vice President Education noted that they would work with the relevant HISA Career Staff member(s) to develop dates and deadlines for the Education Steering Group.</td></tr>
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	ACTION: Vice President Education to ensure that Education Steering Group meeting are held every month during the 2026-27 academic year, excluding September, December, June, and July. **ACTION:** Vice President Education to ensure that the deadlines for Education Steering Group meeting papers are set seven working days before each meeting. **ACTION:** Vice President Education to provide regular updates on the work of the Education Steering Group at Executive Committee meetings.
5.3 2026-27 Tertiary Quality Enhancement Reviews (TQERs)	The Director of Student Engagement & Representation presented the 2026-27 Tertiary Quality Enhancement Reviews (TQERs) paper (HEC0826-5.2) to members. The Director of Student Engagement & Representation asked members if they had any questions about the upcoming Tertiary Quality Enhancement Reviews (TQERs).
6	**Updates & Reminders**
6.1 Upcoming All Student Meeting	The Student President highlighted that HISA's Board of Trustees had called for an All Student Meeting (ASM) to take place on Thursday 17th September 2026 to ratify the appointments of three Student Trustees. The Student President explained that it was really important that all Executive Committee members attended this All Student Meeting (ASM) to ensure that it was quorate and that a vote to ratify the appoint of three Student Trustees could take place.
6.2 September UHI Academic Committee Meetings & Panels	The Director of Student Engagement & Representation highlighted that HISA was looking for Local Officers to sit on some academic committees and quality panels during 2026-27 academic year. The Director of Student Engagement & Representation explained that the schedule of UHI committees and panels for the 2026-27 academic year could be found within the Executive Committee Meetings Microsoft Teams Channel. The Director of Student Engagement & Representation asked members to get in touch with them if they were interested in attending any of the UHI committees and panels that were taking place during the 2026-27 academic year.
6.3 NUS General Meeting	The Student President highlighted that NUS UK would be holding a General Meeting on Thursday 3 September at 5.30pm. The Student President also highlighted that the Board of NUS UK had called this meeting in response to a formal request by a number of Students' Associations/ Unions/ Guilds to discuss and vote on a Special Resolution and an Ordinary Resolution. The Student President explained that the Special Resolution contained a proposed amendment to NUS UK's Articles of Association that would restore Annual General Meetings. The Student President also explained that the Ordinary Resolution contained a proposal that would require the NUS Board to develop and deliver a turnaround and recovery programme. The Student President noted that they were planning to vote for both the Special Resolution and the Ordinary Resolution.