ENSA Board of Directors Meeting Minutes

Date: 11 June 2025
Time: 5:30 PM
Location: Hybrid (In-person and Online) C83a Merchiston Campus

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Attendees:

- **Directors in Attendance:** Lang Banks (Chair), Anastasia Asenguah (AA) Ailsa Crum (AC), Evans Eghan (EE), Antonio Garcia (TG), Lucy Husband (LH)
- **Apologies:** Aswin V Podimon (AVP), Deepa Bheeman (DB) Ryan Cairns (RC), Debs Chapman (DC), Chika Marvis (CM), Erin Slater (ES)
- **In Attendance:** Tony Foster (ENSA CEO)
- **Minutes Taken By:** Susan Finn

Key Points Discussed:

1. **Welcomes and Apologies**
    - The Chair welcomed everyone to the meeting and introductions were made for new external Director, Lucy Husband.
    - Apologies were noted from AVP, DB, RC, DC, CM, ES.
2. **Approval of Previous Minutes**
    - Minutes from the last meeting in April were introduced and approved as accurate.
3. **Action Log**
    - Updated Actions were discussed – weekly planning meetings have been scheduled in staff diaries, the first meeting was held today.
4. **Declarations of Interest**
    - Inquiry about any declarations of interest from attendees; none were declared.
5. **ENSA Staff Survey** TF included a questions and answers section at the end of the report based on comments in the survey as well as some work already done based on comments in last year's survey.
    AC asked if interns were included in the 21 members of staff who completed the survey -TF confirmed they were.
    TG addressed the point about meetings and TOIL and mentioned the free

courses available to university staff. TF agreed staff should be allowed flexi time and will keep an eye on TOIL.

6. **Pulse Survey Report LB asked how this would be used to inform the plan.** Responses will be used to benchmark moving forward. TF is in discussions with the university Estates team about campus spaces and is meeting with Heriot Watt to chat about the possibility of Sighthill students having access to the Union.
7. **Student Community Development Plan** TF explained this is a rolling plan to be reviewed in February
8. **Finance Paper** TF highlighted a few points from the funding paper for the year ahead - surplus of £40,000-£45,000, Development budget increase from £25,000-£45,000, £7500 grant for clubs and societies, £1600 for Advice and Support (£1000 of this for Aldi vouchers), £7500 for student interns project, 3% pay rise for staff tbc, increase to reflect 1% of grant from uni for staff training and away days. AC asked about the salaries review, if it was a comparative uplift rather than equivalent pay in the university.

   Pension Liability Andy McGoff (Finance Director) has the information required and is working on this.
9. **AOCB**

   Staff Updates The new Student Activities Administrator, Megan Robertson, started this week and is attending the Scottish Student Sport conference with Craig and Ryan today. The Advice Team Lead, Cecile, left to start a new job that offers home working which works well for her young family. Cecile was very complimentary about working at ENSA. One of the current advisors, Marianne, was offered and has accepted the Team Lead position and two additional advisors have been recruited – Hannah Graham starting on the 23rd June and Moray Pryde starts mid-July.

   Student Lay Director

   TF acknowledged that AA will be graduating university this year and thanked her for contributing to the Board meetings.