ENSA Board of Directors Minutes 26 November 2025

Location: C83a Merchiston Campus & Online
Directors in Attendance: Lang Banks (Chair), Austen Brunton (AB), Evans Eghan (EE), Lucy Husband (LH), Sonia Kumar (SK), Beth MacPhee BMac), Chika Marvis (CM), Hannelie Meintjies (HM), Ruaridh Wallce (RW),

Apologies: Ailsa Crum, Tony Garcia
In Attendance: Tony Foster (ENSA CEO), Craig Stephen (Head of Student Activities)
Minutes Prepared by: Susan Finn

1. Welcome and Apologies

The Chair welcomed everyone to the meeting and apologies were noted for Ailsa Crum and Tony Garcia.
Introductions: New Board members (HM, HMac, SK, RW) introduced themselves, sharing professional backgrounds and connection to Edinburgh Napier University.

2. Approval of Previous Minutes

The minutes from the last meeting in September were introduced and approved as accurate.

3. Action Log Review

Reviewed action log items; no outstanding issues raised.

4. Declarations of Interest

The Chair asked about any declarations of interest from attendees; none were declared.

5. ENSA Data Presentation (Craig Stephen)

Engagement Data & Insights

- *Overview:* Data collected on student engagement across ENSA services (sports, societies, events, programme reps).
- *Key Findings*: Mature students under-engaged; overseas students strong academically but low in clubs; underrepresentation of Black and Asian students; female students over-engaged; Health & Social Care school underrepresented.
- *Recommendations*: Improve data consistency; explore engagement barriers; increase representation from under-engaged schools; consider virtual engagement opportunities.
- *Board Reflections*: Commended effort; advised prioritisation and phased action plan; suggested leveraging HESA standards and benchmarking.
- **Actions**: Speak to students directly; ask other institutions if they have data to share.

6. Sabbatical Officers and CEO Report

- *Highlights*: Chika – recruitment of 3 Academic Community Reps; Austen – £12,000 raised for Movember to date; Evans – successful Film Festival and Creative Edinburgh Award winner.
- *Board Feedback*: Praised achievements and fantastic report: great impact on student experience.
- **Action**: Suggestion to invite Interns and Campus Reps to next Board meeting.

7. Pulse Survey Results

- *Participation*: 102 responses (up from 42 last year).
- *Overall Rating*: Improved; majority of areas scored green.
- *Key Insights*: Need for better disability support awareness; interest in virtual engagement.
- **Action**: Use survey data to inform 2026–27 planning; close feedback loop with students and share results on the ENSA website.

8. Governance & Policy

- Updates pending meeting between Chair and Governance Lead; work underway to review constitution and onboarding processes.
- **Action**: Lang and Ailsa to arrange meeting.

9. Finance & Audit

- Finance report reviewed; healthy position confirmed.
- Auditor's report approved; accounts signed off.
- Discussion on improving clarity of financial summaries for Board.

10. People & Culture

- Focus on improving onboarding for staff, volunteers and the Board; plan to consult new staff for feedback on current process.

11. AOB

- *Staff Recognition*: Proposal approved to grant staff 23rd December off as goodwill gesture.
- *Retirement*: Elayne McNally retiring after 40 years; farewell event planned for 30 January at the Riversuite, Craiglockhart campus – Board are invited to attend.
- *Next Meeting*: Tuesday 24 February 2026 C83a Merchiston campus and online.

Decisions Made

- Approved auditor's report and signed off accounts.
- Agreed to staff leave on 23rd December.
- Endorsed continued development of engagement strategy and onboarding improvements.

Action Summary

Action	Owner	Deadline
Develop engagement action plan	Craig Stephen	Jan 2026
Publish Pulse survey results	ENSA Comms	Dec 2025
Review onboarding process	Tony & HR	Feb 2026
Coordinate governance review	Chair & Ailsa	Feb 2026
Plan Elayne’s farewell event	ENSA CEO/Admin	Jan 2026