

Motion to Recommend Improvement on the Performance of the Room Bookings Department at the University of Lincoln

(From the Societies Council of the Students Union of the University of Lincoln)

Submitted by: Lincoln Debating Society

Sponsored by: Lincoln Politics Society

The Council notes appreciatively:

1. Official University policy that explicitly states:

“The University encourages and supports student engagement and representation across all of its areas of activity”¹

2. That in the same document it says:

“The UL framework for student engagement includes student involvement in quality processes and protocols as well as student engagement across teaching, learning and research, as well as supporting student engagement with the broader areas of the student experience.”²

[3. That the central booking system and policies of the university do not cover specialist rooms and spaces and such this policy only applies to the central booking system.](#)

Council further notes, with regret:

1. That the Room Booking Department of the University of Lincoln is responsible for the booking of all venues within the University.

2. That this academic year both Societies Council and its sister council for Sports have twice been forced to meet in the Platform (part of the Engine Shed) rather than a more appropriate venue such as a lecture theatre.

3. Societies applying to use specific rooms at specific times necessary for their purposes have been given alternative, sometimes totally inappropriate, spaces when it has later been found that the rooms requested were freely available at that time.

4. Societies frequently have their room bookings moved or cancelled with little or no warning.

5. There have been multiple cases of rooms being double booked for different societies and in some cases, despite the Society recorded as having booked the room first producing the relevant

¹ Preamble to University of Lincoln Student Engagement and Representation Policy, June 2012, available at: <http://visit.lincoln.ac.uk/C15/C2/UniversityAcademicPolicies/Document%20Library/Forms/DispForm.aspx?ID=138&Source=http%3A%2F%2Fvisit%2Elincoln%2Eac%2Euk%2FC15%2FC2%2FUniversityAcademicPolicies%2Fdefault%2Easpx&RootFolder=%2FC15%2FC2%2FUniversityAcademicPolicies%2FDocument%20Library>

² Preamble to University of Lincoln Student Engagement and Representation Policy, June 2012, available at: <http://visit.lincoln.ac.uk/C15/C2/UniversityAcademicPolicies/Document%20Library/Forms/DispForm.aspx?ID=138&Source=http%3A%2F%2Fvisit%2Elincoln%2Eac%2Euk%2FC15%2FC2%2FUniversityAcademicPolicies%2Fdefault%2Easpx&RootFolder=%2FC15%2FC2%2FUniversityAcademicPolicies%2FDocument%20Library>

documentation confirming this fact; University security has moved that Society instead, often to a space inappropriate for their purposes.

6. At least one student Society has been banned from booking rooms without any prior warning, evidence being produced to support their claims against them or apparent effort on the part of the University to consult that Society about the problem prior to the ban being imposed.

7. That the University's board of governors, of which the Vice-Chancellor & the Student's Union President are members, have ultimate responsibility for the proper workings of their departments.

Council Believes:

1. That student Societies and Sports Clubs play an important role in creating a vibrant, fulfilling and varied "student experience" at the University.

2. That in accordance with University policy; in common with all other parts of our institution, the Room Booking department is obliged to support students who wish to engage in the student experience and be properly represented through established bodies such as Societies & Sports Councils and the Student Council as set out in the Engagement and Representation policy.³

3. The Room Booking department's obligation to support students includes both ensuring that the aforementioned representative bodies are able to secure appropriate venues for meetings and that it must also facilitate the individual needs of Societies and Clubs who require spaces for a variety of different purposes at different times throughout the academic year.

4. That as part of this obligation, the Room Booking Department is also failing to provide adequate accommodation for the respective Sports and Society councils. This has resulted in some members struggling to hear others speaking and is hampering our efforts to hold effective meetings.

5. That the University's Board of Governors should ensure that all of the departments that it is responsible for are acting in a way that is proper and is supporting the aims of the Student Engagement and Representation Policy.

Council Calls for:

1. The Room Booking department to provide council with adequate accommodation in a lecture theatre of the University.

3 Section: "Support at an Institutional Level" of the above.

2. The Room Booking Department to ensure that all Societies have their room bookings honoured and further to ensure that if there is a double booking, that the earlier booking is honoured.

3. The department to ensure that it does not arbitrarily move bookings in order to accommodate others and instead consult the relevant Society at least a week before the booked date, except where bookings occur within that week.

4. The University's ~~Board of Governors~~ [Student Experience Committee](#) to formally investigate the Department if these requests are not fulfilled by the department within one month.