

WSU Student Council Minutes

Monday 13/12/2022 at 17:15 (Online via MS Teams)

Attendance

| Members in Attendance: | Staff in Attendance: |
|--|--|
| <ul style="list-style-type: none"> Gemma Allcott (VP Education) Megan Lee (VP Student Activities) Al Linforth (President) Joshua Bowman (Business Chair) Helen Phillips (Women's Network) Jade Mitchell (Adventure/High Risk/Social Sports) Seb James (AHE Rep) Benji Robison (HLES Rep) Drew Humphry (RAG Team) Samantha Alford (Team Sports) Joseph Horgan (Mature, Parent & Carers Chair) Anwen Jeffreys (Disability Network) Olivia Hardman (International Network) Ronke Akintan (Faith & Cultural Societies) | <ul style="list-style-type: none"> Jack Appleby (Minuting Secretary) Sophie Williams (CEO, Chairs Aid) |
| | Apologies received: |
| | <ul style="list-style-type: none"> Melanie Gibbs (Commuters Network) Theresa May (Postgraduate Network) Bubba Colley (Widening Participation Network) |

| | Item | Timings |
|--------------------|---|---------|
| 1. | Welcome & Introductions | 17:15 |
| 2. | Apologies | 17:16 |
| 3. | Declaration of interest | 17:17 |
| 4. | Minutes of previous meeting | 17:18 |
| 5. | Matters arising | 17:20 |
| Approval Items | | |
| 6. | Annual Accounts | 17:25 |
| 7. | Officer Reports | 17:40 |
| Reporting Items | | |
| 8. | WSU Executive Committee Update | 17:50 |
| 9. | Sub Council Updates <ul style="list-style-type: none"> - Welfare and Inclusion Council - Education Council - Team Worc Council | 18:00 |
| 10. | *Update on live (current) policy and ideas progression | 18:15 |
| Discussion Items | | |
| 11. | TEF Submission | 18:20 |
| 12. | City & Riverside Campus | 18:40 |
| Any Other Business | | |
| 13. | AOB | 19:05 |

1.0 Welcome & Introduction

GA welcomed all members to the second Student Council of the year. GA invited all members to introduce themselves and their role on student council.

2.0 Apologies

GA noted apologies, as above.

3.0 Declaration of interest

There were no declarations of interest.

4.0 Minutes of previous meeting

The Council reviewed the minutes of the previous meeting and then took a vote to approve:

For - 13

Against - 0

Abstain – 1

The minutes from the previous Student Council on 25th October 2022, were approved.

5.0 Matters arising

No Matters Arising.

6.0 WSU Annual Accounts

SW gave an overview of both annual accounts and the auditors letter of a clean audit for the year 2021/2022 from the Union's auditors Knox Cropper. The accounts set out who WSU is as a charity, achievements of the year and then the financial accounts of the union. SW acknowledged that the annual accounts have already been read and approved by the trustee board.

SW highlighted key areas around:

- Pages 1-37 highlight union activities and where SU money has been spent
- Majority of income comes from University block grant and commercial from The Hangar
- Ended the financial year just short of £24k in surplus. This was more than anticipated (expected £7k surplus) and was due to a recalculation of our liabilities in relation to a closed Students' Union pension scheme (that is in deficit) that we have members in.
- Confirmed the organisation has healthy reserves which comfortably exceed the minimum required by our policy, which is 3 months of operating costs. SW explained that Unions are non-profit organisations that need to maintain good but not excessive reserves as we are expected to reinvest funds back into the student experience. SW explained that the coming year and the cost of living crisis may make it necessary to utilise some reserves
- Highlighted restricted funds (Clubs/Societies and Networks)
- Explained the difference between restricted funds (that belong to the clubs and socs and for which the SU are gatekeepers for only and cannot spend) and unrestricted (expendable money for us to run the organisation)

After the Council had been updated, it was then put to a vote to approve:

For - 14

Against – 0

Abstain - 0

The annual accounts were approved by Student Council on 13th December 2022.

7.0 Officer Reports

The officers gave an overview of their officer reports.

Al's Highlights

- Wellbeing Wednesday
 - o Puppy Walks
 - Very successful and received positive feedback from students in attendance, as a result we have created a good relationship with the Fairy Dog Mothers and will continue to work with them in semester 2.
 - o Winter Wellbeing Fair
 - Stalls from student services, pets as therapy and more. Over 129 interactions with students (true number may be higher due to event being split over Hangar and Welcome Desk area)
- Community Cupboard
 - o Donations have slowed down, please donate if you are able to and spread the word to your clubs, socs, networks, course mates etc.
 - o Received a large donation from WR2 community Facebook page with over 100 items
- Breakfast Club
 - o 2 Breakfast clubs successfully ran so far
 - o 167 students fed over the two sessions
 - o Semester 2 dates to be confirmed
 - o Officers dedicated £1000 of their officer budgets to provide food to our students
- Speak Week
 - o 328 student interactions across the week
 - o We hosted the week in St John, City Campus and Jenny Lind to ensure all students had the opportunity to get involved.
- Race Equality Network
 - o This went to WSU Trustee board and has now officially been updated.
 - o Encouraged councillors if they'd like to be a part of REN Network, please get involved whether that be as a member or on committee. Al also encouraged councillors to spread the word to their clubs, societies, networks and course mates about committee vacancies.

Gemma's Highlights

- Speak Week
- Breakfast Club

- Cost of Living
 - o Met with Robin Walker – Local conservative MP
 - Robin has written a letter to the Chancellor
 - Spoke about the concerns around buses in Worcester and the overall cost of public transport and its' impact on our commuting students
 - GA is looking to schedule a meeting with local councillors and First Bus to improve system.
- Academic Representation System
 - o 356 Academic reps have been successfully inducted into their roles
 - o Training percentage at 97%, meaning we've nearly trained all of our reps.
 - o 24/29 School Reps recruited
 - o Rep Rewards
 - Awarded 3 School Reps of the Month awards so far
 - Awarded November Course Rep of the Month
 - Reminder that anyone can nominate a rep if you'd like to nominate them check out our website.
- RAG Week
 - o Along with Al & Meg, Gemma attended the 'I'm a committee get me out of here' RAG event.
 - o As an incentive for reaching RAG week fundraising target, officers were gunged.
- TEF
 - o Updates to be provided later on in the agenda.
- Rep Conference
 - o Date change to 20th January 2023
 - Venue: The Hive, The Studio Suite
 - Special Guests
 - NUS Liberation officer Nehaal
 - o Decolonising the Curriculum
 - o The History of NUS
 - Katy Boom
 - o How to promote sustainability as an Academic Rep
 - Ashley Storer-Smith (University of Nottingham SU)
 - o Transphobia

Meg's Highlights

- TeamWorc TV
 - o Since the last student council two new episodes of TeamWorc tv have been released, one being a RAG week special and one being our Men's and Women's hockey team.
 - o Planning has already gone ahead for episodes after Christmas (Keep your eyes peeled)
- Recreational Sport offering
 - o Working with the University to provide more recreational sport opportunities
 - o The university have been trialling a 6 week recreational sport program which we will reflect on in the next meeting.
- Christmas Shoe Box Campaign

- Due to Cost-of-living concerns and not wanting to add pressure to our students in the current climate, Meg's shoebox appeal objective idea has been transformed into a SU drive, encouraging student groups to donate to the SU drive rather than lots of individual drives.
 - Donations will be going to both the community cupboard and the food bank. This was decided because we felt that it was important to support our own community but also the food bank since they have been supporting our students and so it would be good to give back
- RAG Week
 - Big shout out to RAG committee for running some fantastic events throughout the week.
 - Movember
 - Shout out to both Freddie & Aadil who did a fantastic job as our Movember ambassadors who ran a successful awareness event and fundraised for the charity.
 - The SU staff team put on a Movember wellbeing rec sport afternoon on Monday 28th. Where we hosted indoor rounders, dodgeball and basketball shootout competition.
 - Clubs & Socs
 - Football Men's football and Men's cricket organised a charity football match and raised lots of money for Movember and raised awareness for Men's mental health.
 - There was also a charity hockey match organised by our Men's and Women's hockey club to raise money for RAG.
- BUCS Showcase
 - The week prior the University and the SU held a performance showcase which centred around a Netball and Basketball fixture with performances from both Saints dance and Sinners cheerleading.
 - It was a great success.

Councillors were asked if they had any questions for the Officer Team.

After the Council had been updated, the Officer Reports were then put to a vote to approve:

For - 9

Against – 0

Abstain – 4

The officer reports were approved by student councillors on 13th December 2022.

8.0 WSU Executive Committee Update

AL explained to the Council what Executive Committee is and then an overview of the most recent meetings of the Executive Committee.

Progress toward the following passed ideas and policies that have been discussed:

- Student Led Podcast
 - Navigation of Idea and potential impact on the SU
- Women's workout hour, progress is still underway
- Open Facilities on Saturdays

- HoS' have shared timetables to show how many students are impacted by lack of services on Saturdays
- Common Room in Jenny Lind Building
 - University have installed a Fridge & Microwave which is progress
 - Student feedback tells us that the location isn't ideal. Further conversations are being had with University.
 - There is hope that a staff kitchenette will be available for students to use.

No questions were asked.

9.0 Sub Council Updates

9.1 Education Council

GA gave an overview from the most recent Education Council (01/12/2022).

Key highlights included:

- 2 x Policy Proposal Submissions
 - Mental Health Training – was decided to work with SU and review wording and resubmit to February Education Council
 - Student Financial Training – this policy did not pass at council due to not meeting quoracy. Vote for approval has been sent out to councillors via email but policy is still pending approval.
- Teaching Excellence Framework
 - Open roundtable discussion
 - Quality of Course Content?
 - Tell us how helpful you feel the feedback you have received on your work and assessments etc has been?
 - How supportive do you consider your learning environment - thinking about things like resources, IT, PATs, group work etc
 - Discussed rep involvement in SU and University TEF submission
- Jenny Lind
 - Progress on student friendly facilities
- Rep Conference
 - Date Change
 - List of potential sessions
- Update on Rep Engagement
 - Rep Drop-In Sessions
 - Rep Rewards
 - We've already got a couple of awards achieved to Bronze
- Cost of Living work
 - Community Cupboard
 - Food Bank provider
 - Breakfast club engaging 167 students to date

No further questions or comments were received.

9.2 TeamWorc Council

ML gave an overview from the most recent TeamWorc Council (28/11/2022).

Key agenda items and outcomes included:

- Updates from all student groups
- Battles of the Socs
 - o Societies craving the opportunity to have an event that has a similar feel like Varsity
 - o TEF
 - Feedback from sports & societies to tailor the SUs TEF Submission
 - o ReFreshers
 - Mini Sports/Socs Fair
 - Repromotion our groups to Students in semester 2
 - o Brit Challenge

No further questions or comments were received.

9.3 Welfare & Inclusion Council (W&IC)

AL gave an overview from the most recent Welfare & Inclusion Council (02/12/2022).

Key agenda items had included:

- President update
- Green Impact Students' Union
 - Aiming for Excellence in GISU for 2022/23 year
- Network Week
 - Promote Networks to all students
 - Increase Memberships
 - Idea of week to understand what students want from their networks
 - Promote the impact of our networks
 - Gather evidence and feedback to support future President to make the Networks as affective as possible.

No questions asked.

10.0 Update on live (Current) Policy Progression*

This item was starred, Councillors were asked if they had any questions.

No questions asked.

11.0 TEF Submission

This year GA is responsible for the Teaching Excellence Framework student submission. The Office for Students (the regulatory body for Higher Education) are requiring all Universities to submit a report on how they are performing against various benchmarks contained within the Teaching Excellence Framework (the TEF). Each University's performance is judged against the TEF and they then get awarded various

standards - Gold/Silver/Requires improvement. The benchmarks they are judged on relate to student experience and student outcomes. Students' Unions are also being asked to send in 'Student Submissions', on behalf of students, regarding the student experience from what they have heard from students (through data or direct consultation etc) – they will then see how they both compare for each institution.

This is the first time that they have asked for student opinions. There are three key areas which will be addressed:

- 1. How satisfied are you with the quality of your course?**
 - a. 33.33% of students were very satisfied
 - b. 61.54% of students were satisfied
 - c. 4.27% of students were dissatisfied
 - d. 0.85% of students were very dissatisfied
- 2. My assessment feedback supports my learning**
 - a. 30.77% of students were very satisfied
 - b. 58.12% of students were satisfied
 - c. 10.26% of students were dissatisfied
 - d. 0.85% of students were very dissatisfied
- 3. The University has created a supportive learning environment**
 - a. 40.17% of students were very satisfied
 - b. 50.43% of students were satisfied
 - c. 8.55% of students were dissatisfied
 - d. 0.85% of students were very dissatisfied

There are multiple ways that the SU could display it's evidence for this submission, the SU have opted in to providing a video report to the TEF submission.

Alongside collating new feedback directly from students via conversations and surveys, we're also looking at historical feedback via meeting minutes, course rep journals etc. to feed the conversations and evidence in our submission.

SW noted that in comparison to other Unions, we've had a surplus of positive student feedback. Some unions submissions may be majority negative whereas WSU will have a good mixture.

GA invited councillors to ask questions.

No questions were asked.

12.0 City & Riverside Campus

GA explained why this item agenda sits on student council. To ensure that students who aren't studying at St Johns are being supported.

Some progress highlighted by FTOs:

- Jenny Lind
 - Progress has already been shared by AL in officer updates (7.0)

- Charles Hasting
 - The Students' Union will look to offer services down at Charles Hastings at the Hot Desk next to reception space
 - Providing a physical presence to students at City Campus, services to be limited but an offering once a week.
- Vending Machines
 - There seems to be a consistent issue with vending machines across all sites.

Drew Humphry

- Facilities
 - St Johns
 - Shop is available till late
 - City students having to walk into town to access similar facilities, this isn't ideal when there is a 10-minute break.
 - GA: This is a conversation that the SU will continue to raise at the University facilities
- 24-hour study centre at Jenny Lind
 - Students have to go outside and back in again to access toilets and accessing drinks.
 - Can there be internal walking access rather than having to go outside?
 - **ACTION:** Officers to enquire with University if there is a way students can use internal corridors to access toilets/catering rather than having to go outside each time.

Joshua Bowman

- Facilities
 - Vending Machines
 - Not always full and need replenishing.
- SU Representation
 - Is happy to hear that the SU are being proactive and coming to city campus.
- Chapel on City Campus
 - Very cold in there and seems a very awkward teaching space. AL also stated they studied in here and it did not feel a good room for that purpose.

Benji Robison

- Microwaves / Hot Water
 - Can there be a microwave offering at Elizabeth Casson building
 - **GA:** PVC Students is the main member of staff who deals with implementing microwaves; this is something that he has been involved to sort.
 - **ACTION:** GA to speak to Tim Jones about getting a microwave/kettle in Elizabeth Casson building.
- Drinks Vending Machine
 - The machines in Elizabeth Casson have not been working recently.
- MH Services available to healthcare students
 - Paramedic students can be subject to some quite horrific situations whilst out on placement. This can and has had negative impact on students wellbeing.

- There is a need for specific conversations about supporting professional courses/healthcare students
- **ACTION:** SU to meet with BR to discuss additional support needs of healthcare students and further discussions with the University on this

Olivia Hardman

- SU Hot Desk
 - Thursday afternoon is the busier day at Jenny Lind as an FYI
 - Can the SU please ensure that representation is at both Charles Hastings and Jenny Lind?
 - GA: As an SU our resources are limited, the SU will look at how we can be more visible to our students studying in the Jenny Lind building.
- SU Events
 - Tabletop advertising and events
 - It would be nice to see more events and tabletop advertisements coming down to Jenny Lind.
 - Some students are only on campus 6hrs a week across 2 days meaning contact time is very limited.

ACTION: SU to find out who is responsible for vending machines and report machine at Riverside is not working and others (Eliz Casson) appear not to be filled.

No feedback was given.

13.0 AOB

WSU Insights

- Development of Strategic plan
- SW explained that the SU is about to embark on widespread student consultation for a new strategic plan to last for the coming years. This is being called 'insight work.' There will be more information coming out in January about this and she urged councillors to get involved and to encourage their peers and friends to do so too. More information to follow in due course and look out for the promotional material.

Students' Union – Leadership Elections

- 3 Positions available
 - President
 - VP Education
 - VP Student Activities
- It's a full-time role with the potential to do 2 years in office if re-elected.
- Promotion and advertising of Elections will be going out mid-January.

No additional business.

Student Council was brought to a close.

ACTIONS

1. **SC-December.01:** Officers to enquire with University if there is a way students can use internal corridors to access toilets/catering rather than having to go outside each time.
2. **SC-December.02:** GA to speak to Tim Jones about getting a microwave/kettle in Elizabeth Casson building.
3. **SC-December.03:** SU to meet with Benji Robison outside of Student Council around lobbying University to provide additional support to our healthcare students.
4. **SC-December.04:** SU to find out who is responsible for vending machines and report machine at Riverside is not working and others (Eliz Casson) appear not to be filled.