

# Student Council Minutes

Tuesday 14<sup>th</sup> November 2017, 17:15-19:15 EEG027

## Agenda

1.	Welcome and introductions
2.	Apologies
3.	Co-option of new members
4.	Declarations of interest
5.	Minutes of previous meeting
6.	Matters arising from the minutes/action points
<b>Approval Items</b>	
7.	Approval of Student Council Motion Proposals <ul style="list-style-type: none"> <li>- 001. BAME Officer</li> <li>- 002. Motorcycle Parking</li> </ul>
8.	Ratification of Annual Accounts and Trustees' Report
<b>Reporting Items</b>	
9.	Update from Executive Committee
10.	Update from the Board of Trustees
11.	Officers' reports – questions/comments
<b>Information Items</b>	
12.	UK Quality Code and Office for Students
<b>Any other Business</b>	
13.	Any other business

## Attendance

### Student Councillors present:

BUCS Clubs Rep	Alex Gardener	AG
Non BUCS Clubs Rep	Alex Thomas	AT
Postgraduate Rep	Kathryn Spicksley	KS
Worcester Business School Rep (following co-option)	Todd Stephens	TS
Institute of Health & Society Rep (following co-option)	Stuart Wiggins	SW
Ethnic Minority Officer	Lexian Porter	LP
International Students' Officer	Halide Aydin	HA
Welfare Officer	Tapiwa Makaka	TM
LGBT+ Officer	Jordanne Wozencroft	JW
President	Jade Haley	JH
VP Student Activities	Sophie Glenny	SG
VP Education	Euan Morrison	EM

Sustainability Officer (following co-option)	Connor Egan	CE
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**Also in attendance:**

Chief Executive	Sophie Williams	SW
Student Engagement Manager	Tim Hewes-Belton	THB
Proposing policy 2017-18_002. Motorcycle Parking	Liam Wills	LW
Student Voice Assistant (Minute-taker)	Jodie Stilgoe	JS

**Apologies Received:**

Student Disability Officer	Frances Storey	FS
Women's Officer	Robyn Platt	RP
Mature Students' Officer	Lou Le Page	LLP
Institute of Sport and Exercise Science Rep (following co-option)	Hannah Barnett	HB
Institute of Humanities Rep (following co-option)	Rhianna Levi	RL

**Not Present:**

General Interest Societies Rep	Leanne Bowers	LB
Academic Societies Rep	Jacob Hallatt	JHa

**Minutes**

<b>1.</b>	<p><b>Welcome and introductions</b>          EM welcomed everyone to this month's Student Council and invited everyone to introduce themselves.</p>
<b>2.</b>	<p><b>Apologies:</b>          Apologies were received from Fran Storey, Lou Le Page and Robyn Platt</p>
<b>3.</b>	<p><b>Co-option of new members</b>          EM reminded Councillors that they had been sent an electronic copy of all Councillor applications prior to the meeting. EM explained that Council had received five applications for the following councillor positions:</p> <ul style="list-style-type: none"> <li>• Institute of Health and Society Rep – Stuart Wiggins</li> <li>• Institute of Humanities Rep – Rhianna Levi</li> <li>• Business School Rep – Todd Stephens</li> <li>• Institute of Sport and Exercise Science Rep – Hannah Barnett</li> <li>• Sustainability Officer – Connor Egan</li> </ul> <p>Three of the five candidates were in attendance: SW, TS, CE. Candidates in attendance were invited to introduce themselves and to speak briefly about their proposals for the role. THB then showed the Council the remaining two candidate applications.</p>

	<p>Candidates in attendance were asked to leave the room so that the Council could discuss applications and vote.</p> <p>EM asked if there were any declarations of interest regarding the vote. JH, EM, SG declared they were work colleagues of Todd Stephens and AG declared that he lived with Todd Stephens.</p> <p><b>Vote to approve Hannah Barnett as ISES Rep:</b>          For: 9          Against: 0          Abstentions: 1</p> <p><b>Vote to approve Connor Egan as Sustainability Officer:</b>          For: 10          Against: 0          Abstentions: 0</p> <p><b>Vote to approve Stuart Wiggins as I.H.S Rep:</b>          For: 10          Against: 0          Abstentions: 0</p> <p><b>Vote to approve Todd Stephens as Business Rep:</b>          For: 6          Against: 0          Abstentions: 4</p> <p><b>Vote to approve Rhianna Levi as Humanities Rep:</b>          For: 9          Against: 0          Abstentions: 1</p> <p>Candidates were invited back into the room.  <b>All candidates were co-opted into Council</b></p>		
4.	<p><b>Declarations of interest</b>          EM asked those present if there were any declarations of interest for any agenda items. LP and EM declared that they are, respectively, listed as policy proposer and policy seconder on the 001. BAME Officer motion proposal.</p>		
5.	<p><b>Minutes of previous meeting</b>          These were approved as an accurate record of the meeting</p>		
6.	<p><b>Matters arising from the minutes/action points</b></p> <table border="1" data-bbox="284 1839 1310 2002"> <tr> <td data-bbox="284 1839 837 2002"> <p><b>Action 01:</b> JH to follow up developments with careers and employability.</p> </td> <td data-bbox="837 1839 1310 2002"> <p>JH has been in contact with the University's Careers and Employability service and is awaiting a response.</p> </td> </tr> </table>	<p><b>Action 01:</b> JH to follow up developments with careers and employability.</p>	<p>JH has been in contact with the University's Careers and Employability service and is awaiting a response.</p>
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<b>Action 02</b> - JH to send out NUS conference Delegates report	This was completed
<b>Action 03</b> – JH to co-ordinate the co-option process	This was completed

## Approval Items

7. **Approval of Student Council Motion Proposals**  
 EM explained that Council had received two motion proposals. All Councillors were sent an electronic version of these proposals to read through before the meeting.
- 001. BAME Officer Proposal**  
 EM invited LP to give a short overview about her motion proposal. LP explained that BAME stands for British, Black, Asian and Minority Ethnic. The “BAME Officer” title will replace the current “Ethnic Minority Officer” title. Having a BAME Officer, rather than Ethnic Minority Officer, would create a number of positive outcomes such as providing consistency with the rest of the UK with new students being familiar with the commonly used acronym.  
 SW further explained that if council accepted this proposal, it would have to go through to the Trustee Board and the University Board of Governors because the Union’s governance documents have to be updated to use the word ‘BAME’ instead of ‘Ethnic Minority’.
- Vote to approve BAME Officer motion proposal:  
 In favour: 11  
 Against: 0  
 Abstentions: 2  
**Policy was approved**
- 002. Motorcycle Parking**  
 EM introduced the motion policy for motorcycle parking and invited LW to expand.
- LW gave an overview of his proposal, explaining that students who travel via motorcycle would like suitable lockers to store their equipment.  
 LW explained that student motorcyclists have to take a full car parking space when parking motorcycles, which is not the best use of space. Therefore, by providing a larger locker for these students may help free up spaces across the number of often-packed car parks on site. If adequate lockers were provided, it might also encourage more students to travel via motorcycle rather than cars which further helps with freeing up car park spaces.  
 LW would also like to see more advertisement about where students are able to park their bikes.
- Due to expensive kit (motorcycle helmets), it was noted that the University would potentially have to liaise with security. Council was asked if they had any questions

	<p>and comments and a debate followed which focused on the issue of sustainability. Council debated whether the University should be encouraging this mode of transport and whether it should also lobby for the promotion of the use of cycles.</p> <p><b>Action 01: JH to take this up with the University Facilities Department</b></p> <p>Vote to approve Motorcycle Parking motion proposal:        In favour: 12        Against: 1        Abstentions: 0  <b>Policy was approved</b></p>
8.	<p><b>Ratification of Annual Accounts and Trustee Report</b></p> <p>EM invited SW to give an overview of the accounts for the academic year. SW explained that the Students' Union receives a block grant from the University each academic year. The accounts give an overview of the ways in which the Students' Union obtain their income e.g. from charitable activities, investments, etc. As a charity, the Students' Union does not want to make a significant surplus. SW explained the audit summary and talked through last year's annual accounts.</p> <p>SW went on to talk about the Trustee Report. This is an informative Report that includes core and charitable aims. It also lists last year's achievements and highlights achievements that the Students' Union want to achieve within the next year and beyond.</p> <p>Vote for the Ratification of the Annual Accounts and Trustee Report:        For: 13        Against: 0        Abstentions: 0  <b>Both items are ratified by Student Council</b></p>

## Reporting Items

9.	<p><b>Update from Executive Committee</b></p> <p>JH explained that Executive Committee, formed by PTOs and FTOs, met for the first time last week. JH gave an overview of what the Committee typically discuss, which includes accounts, audits and updates on what each Officer is currently doing. JH listed a number of items discussed at Executive Committee to update the Council:</p> <ul style="list-style-type: none"> <li>• Executive Committee discussed the optional bank of questions that the University should pick for this year's National Student Survey. JH explained that they had suggested several changes one of which has been agreed by the University to replace the bank of questions on careers with the bank on employability. EM updated that other suggestions would try to be included in the Course Experience Survey.</li> <li>• Upcoming events include:           <ul style="list-style-type: none"> <li>- Movember</li> <li>- International Men's day (Monday 19<sup>th</sup> November). This will be campaign-focused and aims to raise awareness of the services that men can go to talk. As part of the day, there will be barbers coming in to give men haircuts</li> </ul> </li> </ul> <p><b>Action 02: JH to send Executive Committee minutes to all councillors</b></p>
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10.	<p><b>Update from the Board of Trustees</b>          The Trustee Board have not met since the last Student Council meeting.</p> <p>The next Trustee Board meeting will take place on 5<sup>th</sup> December 2017. The Marketing and Communications Co-ordinator, Clement Servini, will present at the meeting to give an overview of marketing's new strategy. Other areas of discussion will include Welcome Week and the Union's risk register</p>		
11.	<b>Officers' reports – questions/comments</b>		
	<b>Officer</b>	<b>Question</b>	<b>Response/Additional Comments</b>
JH			<p>JH reminded Council that it is Children in Need on Friday. SG and JH will be doing students' chores for a donation of £3. There will also be a rowing competition and a bottle tombola in the Students' Union.</p> <p>JH and SW also briefly informed Council about the Christmas present collection for children in refuge. Students can donate packaged gifts for children who otherwise would not receive Christmas presents. The deadline for donations for this cause is on 8<sup>th</sup> December 2017. Electronic items will not be accepted.</p>
EM	No questions	No questions	No comments
SG SG informed Council that the KWAFF (Keeping Wednesday Afternoons Free) Survey was sent out today for all students to fill in	No questions	No questions	No comments
FS Disability month is coming up  <b>03. Action – if anyone has any ideas for Disability month, let Fran know</b>	No questions	No questions	LP gave an idea about an activity where students could switch disabilities for an hour
JW Informed council about World AIDS Day and the activities which will surround it	No questions	No questions	No comments

<p><b>LP</b> Suggested an idea about new officers being able to collaborate with councillors, other officers and SU staff as part of their induction training</p> <p><b>04 Action: JH to invite councillors and officers to SU staff coffee mornings</b></p>	No questions	No comments
<p><b>RP</b> RP made a note in her PTO Report to discuss the following matter with the Council: Club promoters and businesses have been coming into halls and advertising club nights which has been making students feel uncomfortable</p>	No questions	<p>Accommodation team have been contacted and made aware of this</p> <p>LP informed the Council about an upcoming quiz on 21<sup>st</sup> November around the topic of domestic violence</p>
<p><b>LLP</b> LLP made a note in her PTO Report to discuss the following matter with the Council: she invites the Council to send ideas regarding society recruitment and member retention.</p> <p><b>05. Action: If anyone has any feedback about society retention, let Lou know</b></p>	No questions	No comments
<p><b>TM</b> No comments</p>	No questions	No comments
<p><b>HA</b> HA elaborates that she is currently working with her mentor around the possibility of setting up a peer mentor/buddy system for new international students</p>	No questions	There will be a Christmas karaoke on 8 <sup>th</sup> December 2017 for international students

### Information Items

#### 12. UK Quality Code and Office for Students

All councillors were given a paper copy of the document '*Student summary of the OfS regulatory framework consultation*'

	<p>THB gave an overview on the Office for Students. Currently, the Higher Education sector has multiple governing bodies such as OFFA, HEFCE and QAA. These bodies will be brought together (some functions of QAA only) to form a new united body called the Office for Students (OfS) which will start in April 2018. The OfS has a large focus on the student experience and will change the regulatory framework of the Higher Education sector completely. The OfS aim to ensure that students from disadvantaged backgrounds are able to get into University. There is an additional focus to ensure that these students are performing well whilst at University as well as after University when they are job seeking or in employment. All University providers will subscribe to the OfS's aims and regulations</p> <p>THB explained that the Department for Education is conducting a consultation on behalf of the Office for Students and that the Union would be submitting a response.</p> <p>SW explained what the UK Quality Code is and that it was being reviewed in a separate consultation told Councillors that they will receive details about this at the next Student Council meeting.</p> <p>THB explained that the Union would be preparing a response to the consultation and asking councillors for comments at the next Council.</p> <p><b>06. Action: All councillors to have read document on OfS by the next Student Council meeting</b></p>
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### Any other Business

13.	<p><b>Any other business</b></p> <p>SW explained about Wonkhe, a higher education policy e-newsletter that students can access and subscribe to. This free newsletter gives weekly or daily updates about the Higher Education Sector.</p> <p>SW also informed the Council about the AGM, organised by the Union, which is coming up in refreshers week</p> <p><b>07. Action: Everyone to think about what would make students want to attend and contribute at this AGM and feedback to SW. Would Student Council like to have input for this AGM?</b></p>
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### Action Points:

**Action 01: JH to take up the Motorcycle Parking Motion Policy with Facilities and Estates department**

**Action 02: JH to send Executive Committee minutes to all councillors**

**Action 03: (Everyone) if anyone has any ideas for Disability month, please let Fran know**

**Action 04: JH to invite councillors and officers to SU staff coffee mornings**

**Action 05: (Everyone) Let LLP know ideas and thoughts about society retention and ways to recruit new members into a society**

**Action 06: (Everyone) to have read document on OfS by the next Student Council meeting**

**Action 07: (Everyone) to think about what would make students want to attend and contribute at AGM and feedback to SW**

**Action 08: JS to update website with PTO, FTO and Councillor email addresses following their permission**

**Action 09: THB to train new councillors**

DRAFT