

## Student Council 2

Date: 12.12.2024

Time: 16:15-18:15

Location: EGA G011

Members:	Staff Invited to Attend:
<p><b>Chair:</b> Elliot Atkinson, Vice President of Education (EA)</p> <p><b>In Attendance:</b></p> <ul style="list-style-type: none"><li>• Jack Lambert, Vice President Student Activities (JL)</li><li>• Rutuja Mane, President, RM</li><li>• Carolina Furtado, General Interest Societies Rep (CF)</li><li>• Warwick Trumper, Sport &amp; Exercise Science, Department Rep (JL)</li><li>• Mollie Salter, Disabled Network Chair (MS)</li><li>• Ronke Akintan, Race Equality Chair (RA) - joined virtually</li><li>• Jake Shaw, Academic Societies Rep (JS)</li><li>• Jennifer Barros, Institute of Arts &amp; Humanities, Department Rep (JB) (from 16:30)</li><li>• Katie Cobain, Three Counties Medical School, Department Rep (KC)</li><li>• Alice Hopkins, Disabled Network Vice Chair (AH)</li></ul> <p><b>Apologies Sent:</b></p> <ul style="list-style-type: none"><li>• Lauren Frankland</li><li>• Briagh Harker</li></ul>	<ul style="list-style-type: none"><li>• Sophie Williams, Chief Executive (SW)</li><li>• Kevin Pickess, Academic Registrar (KP)</li></ul>

## Agenda

	Item	Timings	Owner	Paper Attached
1.	Welcome & Introductions	00:05	EA	N/A
2.	Apologies		EA	N/A
3.	Declaration of interest		EA	N/A
4.	Minutes of previous meeting		EA	WSU_SC_12 122 4_001
5.	Matters arising		EA	WSU_SC_12 122 4_002
Approval Items				
6.	WSU Annual Accounts 2023/24	00:10	SW	WSU_SC_12 122 4_003
7.	Officer Reports*	00:00	Exec	WSU_SC_12 122 4_004
8.	Sub Council Policies	00:05	JL	WSU_SC_12 122 4_005
9.	WSU Bye Laws	00:05	SW	WSU_SC_12 122 4_006a WSU_SC_12 122 4_006b
Reporting Items				
10.	WSU Executive Committee Update	00:05	RM	N/A
11.	Sub Council Summaries <ul style="list-style-type: none"><li>- Welfare and Inclusion Council</li><li>- Education Council</li><li>- Student Activities Council</li></ul>	00:05	Exec	N/A
12.	Trustee Board Update	00:05	SW	N/A

13.	Update on live (current) policy and ideas progression <ul style="list-style-type: none"> <li>- <a href="#">Mental Health</a> (RM)</li> <li>- <a href="#">Email name change</a> (RM)</li> <li>- <a href="#">All Gender/ Disabled Toilet Separation Policy</a> (RM)</li> <li>- <a href="#">Continuing Recording Lectures</a> (EA)</li> <li>- <a href="#">Race Equality Week Policy</a> (RM)</li> </ul>	00:05	Exec	N/A
<b>Discussion Items</b>				
14.	UoW Student Charter & Academic Year Proposal (Kevin Pickess, Academic Registrar)	00:45	KP	N/A
15.	Current Student Issues	00:20	All	N/A
<b>Any Other Business</b>				
16.	AOB <ul style="list-style-type: none"> <li>- WSU Leadership Elections</li> <li>- Interest in a future session from PVCs about student retention</li> </ul>	00:10	EA	N/A
Date of Next Meeting: Tuesday 18th March 2025 at 17:15				

## **Minutes**

<b>1.0 Welcomes and Introductions</b>
EA welcomed everyone to the second Student Council of 2024/25.
<b>2.0 Apologies</b>
Apologies received from the following: <ul style="list-style-type: none"> <li>- Lauren Frankland (LF)</li> <li>- Briagh Harker (BH)</li> </ul>
<b>3.0 Declaration of Interest</b>
No declarations of interest.
<b>4.0 Minutes of Previous meeting</b>
Approve: 10 Against: 0 Abstain: 0

Minutes approved with minor amendments.

## 5.0 Matters Arising

Actions from October Meeting	Owner	Update
<b>ACTION OCT 01:</b> EA to obtain the student retention plan from SM and send it to WT.	EA	<b>Complete.</b>
<b>ACTION OCT 02:</b> EA to raise communication with students when technical issues arise such as those experienced recently with My Day with LS and SM.	EA/RM	RM provided an update. <b>ACTION:</b> Roll-over to next meeting.
<b>ACTION OCT 03:</b> Inform that the issue of the coffee machine at Jenny Lind has been raised again with SM and LS.	EA	EA gave an update: The coffee machine in Jenny Lind is due to be installed on the 14 <sup>th</sup> of January.  <b>Complete.</b>

## 6.0 WSU Annual Accounts 2023/24

SW gave a presentation on the WSU annual accounts.

Approve: 10  
 Against: 0  
 Abstain: 0

## 7.0 Officer Reports

Approve: 10  
 Against: 0  
 Abstain: 0

## 8.0 Sub Council Policies

JL presented the policy '[Creating a SU website which is more promotional of society achievements](#)' on behalf of the proposer. The policy proposes enhancing the Students' Union website to better showcase society achievements by adding a dedicated results section and adopting a more vibrant design, aiming to improve user engagement and ease of navigation.

This policy discussion led to a wider discussion around the accessibility of the website which included the ticketing function. It was agreed to, in addition to the proposals within the policy, establish a working group to review these accessibility issues with members of Student Council.

**Action DEC 01:** JL to follow up with the original policy proposer ([‘Creating a SU website which is more promotional of society achievements’](#)) and SU marketing team regarding making the SU website appear more engaging and vibrant.

**Action DEC 02:** EA & RM to liaise with SU marketing team to set up a working group for the policy proposer ([‘Creating a SU website which is more promotional of society achievements’](#)) and student councillors regarding the accessibility concerns raised through the subsequent discussion.

Approve: 10

Against: 0

Abstain: 0

## 9.0 WSU Bye Laws

SW presented the proposed amendments to the WSU Bye Laws. The proposal was to change the number of lay trustees from 3 to 4 and change the number of student trustees from 4 to 3.

Student council expressed concern about the potential reduced student opportunities. Council suggested instead of the student trustee number going from 4 to 3, for that to stay at 4. The amended proposal was put forward for a vote and was approved with the amendments added.

Approve (with amendment): 10

Against: 0

Abstain: 0

## 10.0 WSU Executive Committee Update

RM provided an update from Exec Committee.

No further questions were asked from Council.

## 11.0 Sub Council Summaries

Welfare and Inclusion Council (RM)

Discussions in Welfare and Inclusion Council consisted of:

- Network updates
- President updates (covered in the officer report)
- SU EDI Updates
- University EDI updates

- Sustainability updates
- Policy proposals

#### Education Council (EA)

EA provided a summary of Education Council. Discussions included:

- Timetabling
- Leadership Elections

#### Student Activities Council (JL)

JL provided a summary of Student Activities Council. Discussion included:

- A Policy Proposed
- Enrichment funds ideas
- Varsity Spectator experience
- Open Day involvement from clubs
- TeamWorc Points Update
- RAG Week/Movemeber recap

### **12.0 Trustee Board Update**

The Trustee Board met on 26th Nov and as well as receiving the normal reports and updates, including an update on Student Council, they:

- Signed off the annual accounts for the year ending July 2024 - these can now be filed with the Charity Commission.
- Approved the annually updated Risk Register, Annual Statement of Legal Compliance, and Matrix of Delegated Responsibility. SW explained that the Matrix lays out what responsibilities are held by the Trustee Board, Student Council, SU Senior Management, and the University respectively in running the Union. The Risk Register details all the risks to the Union under various headings e.g. finance, HR, reputation, governance etc., and how we mitigate or try to reduce those risks, setting out what our biggest risks are. The Annual statement of Legal Compliance details how we comply with a range of legislation, e.g. that related to HR, health and safety etc in running the SU.
- Approved changes to Bye Laws 5 (Networks) and 6 (Societies, Clubs and Student Led Services) which had also gone through Student Council relating to the removal of committee members.

### **13.0 Update on live (current) policy and ideas progression**

[Mental Health](#) (RM) - no further questions raised

[Email name change](#) (RM) - no further questions raised

[All Gender/ Disabled Toilet](#) - **Action DEC 03:** RM to discuss in January's Campus Development Group. **Action DEC 04:** RM to email Mark Evans surrounding disabled toilets to have an access button.

[Separation Policy](#) (RM) - no further questions raised

[Continuing Recording Lectures](#) (EA) - no further questions raised

[Race Equality Week Policy](#) (RM) - no further questions raised

#### **14.0 UoW Student Charter & Academic Year Proposal (Kevin Pickess Academic Registrar)**

KP presented the Student Charter to Student Council. Student Council provided the following areas that they felt should be added:

- 17 Sustainable development goals (SDGs)
- Addition of department reps under academic representation
- Graduate attributes
- Reasonable adjustment plans (RAPs)
- EDI statement

Student Council also raised the following topics:

- Anonymous marking on assessments when students must give student numbers. KP stated that lecturers only use student numbers to upload their grades onto SOLE.
- Lecturers providing students with inaccurate information regarding academic referencing. KP confirmed this issue has been raised in various committees such as the University's Quality Committee and Learning, Teaching and Student Experience Committee.

#### **15.0 Current Student Issues**

Discussion around how to report a concern on your course.

Discussion around Student behaviours (student engagement in lectures/seminars as well as student use of shared spaces).

**Action DEC 05:** Officers to raise student behaviour for the student charter with Kevin Pickess.

**Action DEC 06:** Officers to suggest to Kevin Pickess the inclusion of punctuality in the student charter.

**Action DEC 07:** Officers to raise lecturers dealing with student behaviour with Lisa Stansbie & Sally Moyle.

#### **16.0 AOB**

- WSU Leadership Elections

- Interest in a future session from PVCs about student retention

**Action DEC 08:** EA to liaise with Lisa Stansbie & Sally Moyle about attending a future Student Council meeting to give a presentation on student retention.

### **ACTIONS:**

**ACTION OCT 02:** EA to raise communication with students when technical issues arise such as those experienced recently with My Day with LS and SM. (Roll-over to next meeting)

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