

Student Council Minutes

Thursday 15th October 2020, 17:15-19:15 (online via Microsoft Teams)

Agenda

1.	Welcome and introductions	HS	17:15
2.	Apologies	HS	17:20
3.	Declarations of interest	HS	17:21
4.	Minutes of previous meeting	HS	17:22
5.	Matters arising (actions from the last meeting)	HS	17:23
Approval Items			
6.	Ratification of Schedule for Student Council 2020-21	HS	17:25
7.	Ratification of Officers Objectives for 2020-21	HS	17:30
8.	Approval of Changes to Bye Laws (and update on those approved by Trustee Board)	THB	17:40
9.	Officers' reports – questions/comments	MP/ HS/ TM	17:47
Break – 5 minutes			17:57
Reporting Items			
10.	Update from Sub-Councils <ul style="list-style-type: none"> • Welfare and Inclusion Council (MP) • Education Council (HS) • TeamWorc Committee (TM) 	MP	18:02
11.	Update from Executive Committee	MP	18:12
12.	Update from the Board of Trustees	MP	18:22
13.	To Receive AROG Annual Report*	HS	*
14.	To Receive AROG Update	HS	18:27
Information and Discussion Items			
15.	Covid-19 Update and Discussion	HS	18:32
16.	City Campus Update	MP	18:57
17.	Update on Implementation of Governance Review	THB	19:07
18.	Live Policy Update*	HS	*
19.	Students' Union Operational Plan 2020-21	SW	*
Any other business			
20.	Any other business	HS	19:12
21.	Date of next meeting: tbc w/c 07.12.2020	HS	19:15

Attendance

Attending:

President	Meg Price	MP
Vice President Education	Harry South	HS
Vice President Student Activities	Tish Manning	TM
BAME Students Network Chair	Olalekan Gabriel	OG
Disabled Students Network Chair	Archie Eaton	AE
LGBTQ+ Students Network Chair	Bekii Holberton	BH
Mature, Parents & Carers Network Chair	Liam Lees	LL

Sustainability Network Chair	Lucy Robson	LR
Widening Participation Network Chair	Amy Hill	AH
Women Students' Network Chair	Nicola Lawton	NL
Arts, Education & Humanities College Rep	Georgia Coleing	GC
Health, Life & Environmental Sciences College Rep	Eleanor Hinton	EH
Business, Psychology & Sport College Rep	Adam Harper	AH
Individual Sports Rep	Harvey Bowron	HB
Team Sports Rep	Kieran Haynes	KH
General Interest Societies Rep	Ella Moir	EM
Charity & Volunteering Societies Rep	Rachel Holland	RH

Also in attendance:

Student Engagement Manager	Tim Hewes-Belton	THB
Chief Executive	Sophie Williams	SW
Student Voice Assistant (Minuting Secretary)	Abbie Banner	AB

Apologies:

Commuter Students' Network Chair	Tahseen Yusuf	TY
Academic Societies Rep	Amy Palmer	AP
Charity & Volunteering Societies Rep	Rachel Holland	RH
Adventure, High Risk and Social Sports Rep	Charley Connolly	CC
Artistic & Martial Arts Sports Rep	Jordan Ingamells	JJ

Minutes

1.	Welcome and introductions					
	HS welcomed all Student Councillors to the first Student Council meeting of 2020-21 under the Students' Union's new governance structure.					
2.	Apologies					
	HS noted that apologies were received from Tahseen Yusuf, Amy Hill, Amy Palmer, Rachel Holland and Jordan Ingamells.					
3.	Declarations of interest					
	TM, MP, HS declared an interest in the Officers' Objectives (item 7) Officers Reports (item 9).					
4.	Minutes of previous meeting					
	Vote to approve the minutes of the previous meeting on 28.04.2020 For: 15 Against: 0 Abstain: 0 The minutes of the previous meeting were approved.					
5.	Matters arising (actions from the last meeting)					
	<table border="1"> <thead> <tr> <th>Action</th> <th>Update</th> </tr> </thead> <tbody> <tr> <td>Action 01: VPSA to look into and review the sustainability and</td> <td>This action has partly been taken over by COVID-19. The VPSA, Student Engagement Manager and</td> </tr> </tbody> </table>		Action	Update	Action 01 : VPSA to look into and review the sustainability and	This action has partly been taken over by COVID-19. The VPSA, Student Engagement Manager and
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	<p>longevity of societies, and to review the level and methods of support for new societies.</p>	<p>Student Engagement Coordinator are meeting fortnightly to look at societies' progress and ensure the Union is supporting them during this challenging period. Catch up meetings with each society, starting with those that are struggling are planned in.</p>	
	<p>Action 02: VPE and President to give an update on the Student Charter at the next Student Council.</p>	<p>This will be carried over to the next meeting. Since this meeting the University has decided with agreement from the SU President to remove the requirement to review the Student Charter annually and instead to review it regularly.</p>	
Approval Items			
6.	Ratification of Schedule for Student Council 2020-21		
	<p>HS explained the purpose of the Student Council Schedule is to lay out to Councillors what will be discussed and when at Student Council this year. There were no questions.</p> <p>Vote to approve the schedule for Student Council 2020-21 For: 15 Against: 0 Abstain: 0</p> <p>The Schedule for Student Council 2020-21 was approved by Student Council.</p>		
7.	Ratification of Officers Objectives for 2020-21		
	<p>MP provided an overview of her objectives, including focusses on wellbeing, student communications and international students.</p> <p>HS provided an overview of his objectives including focusses on the academic representation system, removing barriers to student voice and peer mentoring.</p> <p>TM provided an overview of her objectives including focusses on accessibility and inclusion for students in sport and societies, promoting the clubs and societies.</p> <p>There were no questions.</p> <p>Vote to approve the Officers' objectives for 2020-21 For: 12 Against: 0 Abstain: 3</p> <p>The Officers' Student Council reports were approved by Student Council.</p>		
8.	Approval of Changes to Bye Laws (and update on those approved by Trustee Board)		
	<p>THB provided councillors an introduction to the Bye Laws, including:</p> <ul style="list-style-type: none"> - The purpose of the SU's Bye Laws and Constitution - Explaining that the SU has recently undergone a governance review - Explaining that the Trustee Board and Student Council are the two bodies able to make changes jointly to the Bye Laws <p>THB then provided an overview of the changes to the Bye Laws, as detailed in the spreadsheet shared with Councillors. THB explained that the Trustee Board had approved a number of small</p>		

changes in the summer following the implementation of the governance review but that now that Student Council was operational there were two sets of recent changes to approve:

- 1 change to Bye Law 1 and 1 change to Bye Law 5. Both changes would allow partner students who are studying to UW accredited courses at a partner institution but are not UW registered students to join a network if they apply for associate membership

LL questioned how the SU keeps track of associate partner students joining Networks. THB noted that the relevant committee would be made aware when a partner student joins their Network, noting that associate partner students comprise a relatively small portion of the student population.

Vote to approve the changes to the Bye Law 1.
 For: 15
 Against: 0
 Abstain: 0
The changes to the Bye Law 1 were approved by Student Council.

Vote to approve the changes to the Bye Law 5.
 For: 15
 Against: 0
 Abstain: 0
The changes to the Bye Law 5 were approved by Student Council.

9. Officers' reports – questions/comments

Officer	Highlights	Comments / Questions
MP	MP highlighted that Student Services and IT had been very busy during the pandemic and that this has slowed down progress on some of her objectives MP also highlighted the upcoming Walk Through Black History event organised by ACS and the Black History Month Quiz in The Hangar at 7pm on Monday 19 th October.	None
HS	HS highlighted the Repstival, which will replace last year's Course Rep Conference, in planning for delivery in November, and asked councillors to send him any suggestions for sessions if they had them for sessions they think would be good for reps HS also updated that he had submitted a paper to LTSEC jointly with the Academic Quality Unit and Academic Quality Lead from SSES on Academic Misconduct and Integrity, tackling the use of essay mills and is talks r.e. campaigning against them nationally with other Education Sabbatical Officers and NUS.	None
TM	TM highlighted the Battle of the Sports launch on 9 th November which she hoped would engage students in recreational sports from all 24 Sports Clubs. She also updated the committee on Virtual RAG Week in the of last week of October and that she is working with RAG Committee to put on a range of online events throughout the week.	None

	<p>Vote to approve the Officers' Student Council reports For: 12 Against: 0 Abstain: 3 The Officers' Student Council reports were approved.</p>
Reporting Items	
<p>10.</p>	<p>Update from Sub-Councils 10.1 Welfare and Inclusion Council (MP) 10.2 Education Council (HS) 10.3 TeamWorc Committee (TM)</p>
	<p>10.1 Welfare and Inclusion Council MP explained that Welfare and Inclusion Council is the only brand-new sub-council and is made up of Network committee members. It has been decided that as Networks are just getting started that the first meeting would be held in the run up to the next Student Council meeting.</p> <p>10.2 Education Council HS updated that the first meeting was held and the agenda included updates on what he has been doing, reviewing relevant active policies, the Student Council College Rep elections, a discussion on students learning experiences so far and setting the Council's objective for the year</p> <p>10.3 TeamWorc Committee TM updated the first meeting was held, and the agenda included an update on the current Covid-19 guidance, discussing virtual events ideas, TeamWorc Points introduction, announcing 'Club and Society of the Month' nominations, and updated committees on Akuma (sports kit provider), online committee training outcomes and risk assessments.</p> <p>There were no questions from Council for MP, HS or TM on the relevant sub-councils.</p>
<p>11.</p>	<p>Update from Executive Committee</p>
	<p>MP updated on Executive Committee</p> <ul style="list-style-type: none"> - Explained that Executive Committee consists of the 3 Officers, supported by the SU Senior Management team and has been meeting monthly since July. - Explained the Ideas Forum process and that when an idea on the Ideas Forum reaches +25 score from students' voting, the idea is then discussed at Executive Committee, to approve. If Executive Committee cannot agree on an idea, rejects and idea or the idea is deemed to have a significant impact on the Union or the student experience it is then referred to Student Council. - MP updated that the following ideas had been passed since July: <ul style="list-style-type: none"> o Rainbow Crossings which advocates for an LGBTQ+ Rainbow Crossing on campus. MP is now taking this forward having discussions with the University's estates and facilities department. o Sunflower Lanyards which asks the Union to work with the University to provide sunflower lanyards to students exempt from wearing face-coverings. HS is working on this the Union is looking into purchasing these. - MP outlined that other key agenda items at recent Executive Committee meetings have included: <ul style="list-style-type: none"> o Discussion on amendments to the Bye Laws prior to their submission to Student Council and/or the Trustee Board. o Implementing Associate Membership of the SU.

	<ul style="list-style-type: none"> ○ Approved a set of principles for use by the committee when approving applications for new societies and sports clubs to ensure that the process is fair and consistent and continues to be so in future years with different officers in place. ○ The approval of one new society so far this year: the Doctor Who Society. <p>There were no questions received from Council for MP on Executive Committee.</p>
12.	Update from the Board of Trustees
	<p>MP explained the purpose and remit of Trustee Board, noting that as President she is the Chair of the Board. MP updated that the last Trustee Board meeting had been held the week prior to Student Council and that key agenda items included:</p> <ul style="list-style-type: none"> - The appointment of a new student trustee which means they now have a full set of three Student Trustees. - The approval of the annual accounts and auditors report - The appointment of the Returning Officer and Deputy Returning Officer to oversee the SU Officer elections and to ensure they are fair and just. - Received an update on the University's Board of Governors. <p>There were no questions from Council on the Board of Trustees</p> <p><i>RH joined the meeting at 18:10.</i></p>
13.	To Receive Academic Representation Oversight Group (AROG) Annual Report*
14.	To Receive AROG Update
	<p>HS explained that AROG is the Academic Representation Oversight group and is a joint SU-University committee that oversees the Academic Representation system which includes the course and school reps. HS updated that the last meeting took place on 2nd September 2020 and focused on the following:</p> <ul style="list-style-type: none"> - Setting objectives for the year as follows: <ol style="list-style-type: none"> 1. To raise awareness of the Academic Representation system to students and staff and ensure greater accountability of Course Reps. 2. To work to address gaps in Academic Representation system. 3. To work towards creating a community of Reps. 4. To work with the AQU and College Directors to ensure the successful implementation of SSLCs with a focus on closing the feedback loop. 5. To be able to rate ourselves at the 'established' level, for inclusivity, on the TSEP Benchmarking Tool. - The SU updated AROG members on School Rep Recruitment - A discussion on the review of Course Management Committees, including the name change to Student Staff Liaison Committees and the group approved updates to the relevant documentation - Discussed Course Rep recruitment process for the upcoming academic year and the support required given the challenges posed by current restrictions and the pandemic. <p>There were no questions from Council for HS on AROG.</p>
Information and Discussion Items	
15.	Covid-19 Update and Discussion
	<p>HS explained that this agenda item will be a working group style session to explore the impact of COVID-19 on students so far this semester and to gain feedback that could be used to inform the SU's work with the University</p> <p>The group was divided into three working groups and looked at the impact of the pandemic in Semester 1 on the following areas:</p>

	<ul style="list-style-type: none"> • Accommodation • Teaching (both online and in person) • Facilities and Support • SU and extracurricular activities • Value for Money and Fees <p>Following the breakout sessions, the councillors came together and fed back to the whole group. Key issues raised included:</p> <ul style="list-style-type: none"> • the need for the SU to promote housing contract checking more, varying experiences r.e. support from landlords, • issues regarding social distancing in large lecture theatres with some students feeling that students on the row behind were too close, • inconsistencies in lecturers wearing masks • some students finding online lectures cheaper/easier • issues around length of teaching days • Issues around evening availability of study spaces • The need for more/better promotion of support services • Availability of facilities for societies compared to sports is a challenge • There were mixed feelings on whether students were getting value for money this year. <p>Following the discussion, MP noted that the Officers and SU will take this feedback forwards and ensure that it is fed back through the relevant channels to the University as well as informing the SU's plans going forward. MP also committed to revisiting these discussions with councillors..</p> <p>Action 03: AB to add these discussion point to the agenda for next Executive Committee for THB noted that Covid-19 update would be a standing agenda item for Student Council throughout the year.</p>
16.	City Campus Update
	HS noted the Welcome Weekend Fair was held on City Campus, with good levels of attendance engagement, was a successful and positive event.
17.	Update on Implementation of Governance Review
	<p>THB updated Council on the Governance Review, highlights included:</p> <ul style="list-style-type: none"> - Explained that the Students' Union has recently undergone a full governance review over the last two years to best represent members and ensure student voice is front and centre with a new Constitution, new Bye Laws and new way of functioning - The student body voted on and passed through these changes in the online All Student Meeting in April 2020 - The most significant structural change to representation was the removal of the Part Time Officers to replace with Student Networks, thus changing Student Council membership - Creating the Networks required writing new guidance, developing committee training and support processes, recruiting the Network Chairs. Pleased with number of students interested in getting involved. - THB thanked the Network committees for their patience with the SU while implementing the new governance structures and processes. - Networks held a launch day during Welcome Week, with most doubling their membership numbers. LGBTQ+ Students Network were congratulated for achieving the highest number of members

	<ul style="list-style-type: none"> - THB explained that if there are regulations or processes that do not work for them that Councillors are welcome to propose changes to the Constitution and Bye Laws as much as the core SU staff and Officers are. - The Ideas Forum is now the key way that students can enact change through the SU. Early indications show that students are engaging well with the Ideas Forum so far this year but there is a lot of work still to do. <p>Action 04: All Student Councillors to read through the Ideas Forum, up-vote and down-vote on current ideas, and encourage their network of peers to also vote on the Ideas Forum.</p>
18.	Live Policy Update*
19.	Students' Union Operational Plan 2020-21
	<p>SW ran through the SU Operational Plan, as shared with Councillors prior to the meeting, explaining the purpose of this document is to set out the SU's goals and delivery under the Strategic Plan this academic year.</p> <p>There were no questions from Council.</p>
Any other business	
20.	Any other business
	<p>SW noted the University normally holds a Carol Service at Cathedral, noting that this cannot be held in the usual way, but that the SU is thinking of putting together some kind of service, either in person or virtually, depending on the Covid restrictions at the time.</p>
21.	Date of next meeting: tbc w/c 07.12.2020

Actions:

Action 01: VPE and President to give an update on the Student Charter at the next Student Council.

Action 02: THB to ensure the updated Bye Laws 1 and 5 are uploaded to the Union's website, following their approval by both Student Council and the Trustee Board.

Action 03: AB to add the notes of the Covid-19 discussion to the next Executive Committee Agenda.

Action 04: All Student Councillors to read through the Ideas Forum, up-vote and down-vote on current ideas, and encourage their network of peers to also vote on the Ideas Forum.