

# Student Council Minutes

Monday 30<sup>th</sup> November 2020, 17:15-19:15 (online via Microsoft Teams)

## Agenda

Items with a \* against them are called "starred items" will not be discussed at the meeting and are for Student Councillors to read the relevant paper and take note. If a Student Councillor thinks that starred item should be discussed they can make a request to the Chair at the start of the meeting or by emailing [h.south@worc.ac.uk](mailto:h.south@worc.ac.uk).

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
<b>Approval Items</b>			
6.	Approval of Annual Accounts	SW	17:26
7.	Approval of Policy Motion- Voting Rights for Societies in Education Council and Welfare and Inclusion Council.	MP	17:34
8.	Approval of Officer Reports	MP/HS /TM	17:44
<b>Reporting Items</b>			
9.	Update from Sub-Councils <ul style="list-style-type: none"> <li>• Welfare and Inclusion Council (MP)</li> <li>• Education Council (HS)</li> <li>• TeamWorc Committee (TM)</li> </ul>	MP/HS /TM	17:54
10.	Update from Executive Committee	MP	18:04
11.	Update from the Board of Trustees	MP	18:09
12.	Receive reports from the Networks	MP	18:14
<b>Information and Discussion Items</b>			
13.	COVID-19: Testing and student travel window	MP	18:24
14.	Online teaching and assessment	HS	18:40
15.	Live Policy and Ideas Update*	TM	*
16.	City Campus Update	MP	19:00
<b>Any other business</b>			
17.	Any other business	HS	19:12
18.	Date of next meeting: tbc w/c 08.02.2021	HS	19:15
19.	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
Commuter Students Network Chair	Tahseen Yusuf	TY

LGBTQ+ Student Network Chair	Bekii Holberton	BH
Mature, Parents and Carer Student Network Chair	Liam Lees	LL
Women's Student 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	Adam Harper	AH
RAG Events Coordinator	Sophie Davies	SD
Academic Societies Rep	Amy Palmer	AP
Team Sports Rep	Kieron Haynes	KH
Widening Participation Network Chair	Amy Hill	AH
Individual Sports Rep	Harvey Browman	HB
Chair of international Students Network	Liibaan Dable	LD

**Also in attendance:**

Student Engagement Manager	Tim Hewes-Belton	THB
Chief Executive	Sophie Williams	SW
Student Engagement Coordinator (Minuting Secretary)	Jack Moore	JM

**Apologies:**

Sustainability Student Network Chair	Lucy Robson	LR
General Interest Societies Rep	Ella Moir	EM
RAG Rep	Isobel Lines	IL
Charities and Volunteering Societies Rep	Rachel Holland	RH
Artistic & Martial Arts Sports Rep	Jordan Ingamells	JJ

**Minutes**

<b>1.</b>	<b>Welcome and introductions</b>
	HS welcomed all Student Councillors to the second Student Council meeting of 2020-21 under the Students' Union's new governance structure.
<b>2.</b>	<b>Apologies</b>
	HS noted that apologies were received from LR, EM, IL, RH, and JJ.
<b>3.</b>	<b>Declarations of interest</b>
	TM, MP, HS declared an interest in the Officers Reports (item 8).
<b>4.</b>	<b>Minutes of previous meeting</b>
	<p>Vote to approve the minutes of the previous meeting on 15.10.2020</p> <p>For: 16</p> <p>Against: 0</p> <p>Abstain: 0</p> <p><b>The minutes of the previous meeting were approved.</b></p>

5.	<b>Matters arising (actions from the last meeting)</b>											
	<table border="1"> <thead> <tr> <th data-bbox="245 264 831 300">Action</th> <th data-bbox="847 264 1453 300">Update</th> </tr> </thead> <tbody> <tr> <td data-bbox="245 300 831 577">Action 01: VPE and President to give an update on the Student Charter at the next Student Council.</td> <td data-bbox="847 300 1453 577">           Carry over to next meeting as MP still awaiting a meeting with Kevin Pickess, University Academic Registrar.   <b>ACTION 01: VPE and President to give an update on the Student Charter at the next Student Council.</b> </td> </tr> <tr> <td data-bbox="245 577 831 775">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.</td> <td data-bbox="847 577 1453 775">Complete. Changes have been made to the Bye-Laws and have been published on the Unions website.</td> </tr> <tr> <td data-bbox="245 775 831 931">Action 03: AB to add the notes of the Covid-19 discussion to the next Executive Committee Agenda.</td> <td data-bbox="847 775 1453 931">Complete. Feedback was discussed and fed into discussions at the University Reoccupation Working Group.</td> </tr> <tr> <td data-bbox="245 931 831 1128">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.</td> <td data-bbox="847 931 1453 1128">Complete. SU observed increased councillor engagement.</td> </tr> </tbody> </table>	Action	Update	Action 01: VPE and President to give an update on the Student Charter at the next Student Council.	Carry over to next meeting as MP still awaiting a meeting with Kevin Pickess, University Academic Registrar.  <b>ACTION 01: VPE and President to give an update on the Student Charter at the next Student Council.</b>	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.	Complete. Changes have been made to the Bye-Laws and have been published on the Unions website.	Action 03: AB to add the notes of the Covid-19 discussion to the next Executive Committee Agenda.	Complete. Feedback was discussed and fed into discussions at the University Reoccupation Working Group.	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.	Complete. SU observed increased councillor engagement.	
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<b>Approval Items</b>												
6.	<b>Approval of Annual Accounts</b>											
	<p>SW gave a brief overview of who the Unions auditors were and the process that the Union goes through during the audit of the annual accounts.</p> <ul style="list-style-type: none"> <li>• SW explained the key points of the report of the Annual Accounts including:           <ul style="list-style-type: none"> <li>○ The reserves of the Union</li> <li>○ The success of The Hangar and commercial income up until the national lockdown.</li> <li>○ The End of Year Totals</li> <li>○ Provision for liabilities</li> </ul> </li> </ul> <p>Vote to approve the Annual Accounts 2019-20            For: 16            Against: 0            Abstain: 0  <b>The Annual Accounts for 2019-20 was approved by Student Council.</b></p>											
7.	<b>Approval of Policy Motion:</b>											
	<ul style="list-style-type: none"> <li>• <b>Voting rights for Societies in Education Council and Welfare and Inclusion Council</b></li> </ul> <p>MP explained the policy to Student Council and how she felt that because of the vital contributions that Academic and Faith and Cultural Societies bring to Education Council and Welfare and Inclusion Council that it was only fair that they received voting rights.</p> <p>Vote to approve giving voting rights to Societies in Education Council and Welfare and Inclusion Council:</p>											

	For: 14 Against: 0 Abstain: 2 <b>The policy for giving voting rights to Societies in Education Council and Welfare and Inclusion Council was approved by Student Council.</b>  <b>Action 02: THB to make the relevant changes to Bye Law 4 to bring them to the next Student Council.</b>
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<b>8.</b>	<b>Approval of Officer Reports</b>
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Officer	Highlights	Comments / Questions
<b>MP</b>	MP explained her Officer Report including: <ul style="list-style-type: none"> <li>• Continuing to work through her objectives for the year.</li> <li>• Working with the Unions African and Caribbean Society and BAME Network to celebrate Black History Month. A highlight of the month was seeing the University name one of its buildings after Mary Seacole who was a British-Jamaican Nurse in the Crimean War.</li> <li>• The Union has started its Calling Out Service, which is led by MP and TM, and have already called a number of students.</li> </ul>	None
<b>HS</b>	HS explained his Officer Report including: <ul style="list-style-type: none"> <li>• Resptivals sessions have now been planned in until February 2021. HS has already held 2 Repstival session which have had good interest from the Reps.</li> <li>• Students should have been informed about the move to online teaching, but this will be discussed later in Item 14.</li> </ul>	None
<b>TM</b>	TM explained her Officer Report including: <ul style="list-style-type: none"> <li>• TM has released guidance on virtual events to support Sports Clubs and Societies during the lockdown period.</li> <li>• TM has now agreed that Academic Societies and Sports Clubs memberships can go onto the Reach scheme, and is just waiting for University approval for General Interest Societies to go on the scheme too.</li> <li>• Battle of the Sports took place virtually with PaddleSports and Surf winning the week. Planning in now underway for battle of the Societies in Semester 2.</li> <li>• TM has now launched Consent Campaign and is looking to set up a working group in the new year to support the campaign.</li> </ul>	None

Vote to approve the Officers' Student Council reports  
 For: 13  
 Against: 0  
 Abstain: 3  
**The Officers' Student Council reports were approved.**

Reporting Items	
<b>9.</b>	<p><b>Update from Sub-Councils</b></p> <p><b>9.1 Welfare and Inclusion Council (MP)</b></p> <p><b>9.2 Education Council (HS)</b></p> <p><b>9.3 TeamWorc Committee(TM)</b></p>
	<p><b>9.1 Welfare and Inclusion Council</b></p> <p>MP updated Student Council on the Welfare and Inclusion Council including:</p> <ul style="list-style-type: none"> <li>• Approval of the terms of Reference for the Council</li> <li>• Approval of 6 policies brought to the Council by the LGBTQ+ Network</li> <li>• Updates from all the Networks</li> <li>• Discussions on mental health, ideas for campaigns on pro-nouns, sustainability, and Go Green Week</li> </ul> <p><b>9.2 Education Council</b></p> <p>HS updated Student Council on the Education Council including:</p> <ul style="list-style-type: none"> <li>• A catch-up with School Reps about placements to make sure the Union was lobbying the University in the right schools.</li> <li>• Recording of lectures to try and identify the areas of best practice across the University.</li> <li>• An update on Christmas.</li> <li>• School Rep Feedback including an update from the Academic Societies that attended.</li> <li>• Progress Check from all the Reps</li> </ul> <p><b>9.3 TeamWorc Committee</b></p> <p>TM updated Student Council on the TeamWorc Committee including:</p> <ul style="list-style-type: none"> <li>• Splitting Sports Clubs and Societies due to the withdrawal from BUCS as the Union felt that it would be such a big topic of conversation for the Sports Clubs that it might overshadow some of the things that Societies wanted to discuss.</li> <li>• A COVID-19 update to update the committees on the latest government guidance on activities.</li> <li>• Sports Clubs discussed the withdrawal from BUCS.</li> <li>• Discussed planning of Semester 2 with both groups.</li> <li>• Discussion groups in breakout rooms reviewing Semester 1 and looking forward towards Semester 2.</li> <li>• Sports Club and Society of the Month nominations.</li> </ul> <p>There were no questions from Council for MP, HS or TM on the relevant sub-councils.</p>
<b>10.</b>	<p><b>Update from Executive Committee</b></p> <p>HS updated on Executive Committee</p> <ul style="list-style-type: none"> <li>- Approval of Societies.</li> <li>- Approved Breakfast Wraps, discussing more variety of food options and Recycling Programme.</li> <li>- Discussed how Officers go about discussing Ideas Forum ideas and making the process as transparent as possible for the students who have submitted the Ideas.</li> <li>- Campaign updates from all the Officers.</li> </ul> <p>There were no questions received from Council for HS on Executive Committee.</p>
<b>11.</b>	<p><b>Update from the Board of Trustees</b></p> <p>MP updated the Council on the latest Board of Trustees meeting including:</p>

	<ul style="list-style-type: none"> <li>• An overview of the accounts</li> <li>• The risk register and safeguarding policy</li> <li>• Discussed the draft Annual Impact Report</li> <li>• The Officers presented a report to the Trustees from a Welcome Week Survey</li> </ul> <p>SW outlined the Unions plans to furlough members of staff over the next month. SW explained the reasons for doing this and how the Union was going to continue to manage the workload throughout the period with limited capacity.</p> <p>In response, SD asked a question about who student groups should be contacting if they are needing support with anything over the next few weeks, with TM replying stating that student-groups should email the Welcome Desk email where the query will be delegated to the relevant member of staff.</p> <p><b>Action 03- THB to send out the Business Continuity Plan to to councillors.</b></p>
<b>12.</b>	<b>Receive reports from the Networks</b>
	<p>MP outlined the reasons for the Network reports and the process that the Union has taken to get them, including meeting with each of the Networks to review Semester 1 and discuss plans for Semester 2:</p> <p>MP explained some of the key points for the Council including:</p> <ul style="list-style-type: none"> <li>• Support that Student Council can provide to the Networks</li> <li>• Supporting Networks with events to recruit more members</li> <li>• Allyship training that the Networks have been running with Sports Clubs and Societies that might be of interest to other student groups.</li> </ul> <p>MP asked for all the members of the Student Council to support the different Networks as much as possible to allow the Networks to continue to grow and fulfil their representational responsibilities.</p>
<b>Information and Discussion Items</b>	
<b>13.</b>	<b>Covid-19: Testing and the Student Travel Window</b>
	<p>THB gave an update on the government's guidance on the Student Travel Window including:</p> <ul style="list-style-type: none"> <li>• The University ceasing most face to face teaching by the 9<sup>th</sup> December and moving everything online.</li> <li>• The Government have agreed that advanced purchased ticket that they can be rearranged free of charge and that the information is all available on the Unions website.</li> </ul> <p>LL asked about what is open at the University during this upcoming period for students to study. THB replied stating that the Pierson building and most Study Spaces will be left open during the Christmas period.</p> <p>MP gave an update on the University's testing plans including:</p> <ul style="list-style-type: none"> <li>• University has sent out a survey to all students to establish the priority of when students get tested.</li> <li>• Initiations to be tested follow a system based on the responses from students in the survey. For example, a student going home to a household with family who are classed as vulnerable or high risk will be given priority testing.</li> <li>• The logistics of how the testing system works, such as where the testing takes place and how to book onto the testing system.</li> </ul>

	<p>AH asked if there will be a process for when students are returning to University and MP replied saying that the University are waiting for the government guidance to be released before the University make provisions for students returning.</p> <p><b>Action 04: SW to take the query about Study Spaces being open to the COVID Safety Group with the University.</b></p>
<p><b>14.</b></p>	<p><b>Online teaching and Assessment</b></p>
	<p>HS introduced some discussion points:</p> <ul style="list-style-type: none"> <li>• Comms about moving teaching online:       <ul style="list-style-type: none"> <li>○ AH noted that the Business School have sent an email about online teaching but the message about online exams and assignments has not been communicated with students as well.</li> <li>○ TY commented that the Psychology course have been told by email in their weekly blog and that there has been a Q&amp;A session to discuss it with students. TY also stated that some of the Psychology assignments have been postponed until Semester 2.</li> <li>○ LL stated that it hasn't been communicated that well to courses but has been left very frustrated by the lack of lectures being recorded for ease of those students who cannot attend lectures due to commitments outside of University.</li> <li>○ SD and EH commented that from a Postgraduate and Science perspective the student experience has been very good.</li> </ul> </li> <li>• January teaching:       <ul style="list-style-type: none"> <li>○ No comments were made from the Council about the communication of January teaching.</li> </ul> </li> <li>• Online assessments:       <ul style="list-style-type: none"> <li>○ AH stated that limited communication has been given about online assessments and how they are going to varying from the usual platforms</li> <li>○ BH commented that their course involves drawing and that there has been no recognition from staff members about students using online platforms for drawing when this would normally happen in person. EH commented that in some subjects they are able to draw on paper and then attach the drawing as a document on the exam paper.</li> <li>○ AH asked about the provisions that the University are providing for students who suffer from digital poverty. MP replied in stating that the University are stretched for resources and to think about looking for the 'Access to Learning Fund' for a long-term solution.</li> <li>○ AE commented that sports courses have not been told about how some modules will be going online as most of them are practical lectures and seminars might not be able to go online.</li> <li>○ HB reflected on the experience of a recent online assessment where the platforms caused students a great deal of anxiety and stress which wouldn't of normally happened.</li> </ul> </li> <li>• EH commented about the lack of facilities open for students on Science based courses and how some students have had to dispose of samples and projects because they are not able to get into the relevant labs from the 8<sup>th</sup> December.</li> <li>• THB asked the Councillors if they had experienced any concerns around housing:       <ul style="list-style-type: none"> <li>○ SD commented how landlords had asked them to make videos of the house so that potential viewers did not have to enter the property, although this did not last long and soon had viewing of the property. This made students in the house feel very uncomfortable and if there was any advice or guidance for students during these times.</li> </ul> </li> </ul>

	<p><b>Action 05: MP to work on a process of how the Union takes feedback from members of Student Council and all the other sub-committees and relays that to the University.</b></p> <p><b>Action 06: HS to ensure that feedback on exams is fed back to the University.</b></p> <p><b>Action 07: AH to email MP with feedback from IT Desk and MP to relay that feedback to the University.</b></p> <p><b>Action 08: HS to talk to the School of Science about access to the labs for students during the Christmas period and going into Semester 2.</b></p> <p><b>Action 09: THB to find out from Kate (Advisor) what the outcomes were from a recent housing cases (with reference to the comment that SD made) and to publish the guidance on the website.</b></p>
<b>15.</b>	<b>Live Policy and Ideas Update*</b>
	This was a starred item and was not discussed at Student Council.
<b>16.</b>	<b>City Campus Update</b>
	<ul style="list-style-type: none"> <li>• MP updated the Council on updates from conversations with Chartwells about making the food provisions on City Campus and making it more inclusive.</li> <li>• TM noted that there are provisions to use City Campus as a space for spectators to watch Varsity fixtures depending on the government restrictions.</li> <li>• MP also commented that there are other plans in the place for using the space doing at City Campus for some potential events and using the space for graduation.</li> </ul>
<b>Any other business</b>	
<b>17.</b>	<b>Any other business</b>
	MP noted that there will be some jobs available for students who are looking for part-time work at the Worcester Vaccination Centre which will be set up in the coming months.
<b>18.</b>	<b>Date of next meeting: tbc w/c 08.02.2021</b>

**Actions:**

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

**Action 02: THB to make the relevant changes to Bye Law 4 to bring them to the next Student Council.**

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