Student Council Minutes

# Tuesday 13th November 2018, 17:15-19:15, EEG131

**Agenda**

|  |  |
| --- | --- |
|  | Welcome and introductions |
|  | Apologies |
|  | Declarations of interest |
|  | Minutes of previous meeting |
|  | Matters arising |
| Approval Items | |
|  | Co-option of Councillors   * Chair of Student Council * International Students’ Officer * Postgraduate Representative |
|  | Approval of Motions   * 2018-19\_004 Societies in Open Days * 2018-19\_005 LGBT+ Officer Rename |
| Reporting Items | |
|  | Update from Executive Committee |
|  | Update from the Board of Trustees |
|  | Update from AROG |
|  | Update from Education Council |
|  | Update on Zones Conference |
|  | Update on Attainment Gap |
|  | Officers’ reports – questions/comments |
| Information Items | |
|  | University Catering Contract |
|  | Governance Review (Focus Group for Councillors) **Tuesday 11 December 2018, 16:15-17:15 EE2021** |
| Any other Business | |
|  | Any other business |
|  | Date of next meeting: Tuesday 11 December 2018 17:15 EE2021 |

**Attendance**

**Councillors present:**

|  |  |  |
| --- | --- | --- |
| Vice President Student Activities (acting Chair) | Harrison Jarrett | HJ |
| Vice President Education | Euan Morrison | EM |
| SU Society Rep (Academic) | Kayleigh-Georgie Cooper | KGC |
| SU Society Rep (General Interest) | Ellie Siviter | ES |
| SU Sports Rep (non-BUCS Sports) | Olivia Clifford | OC |
| LGBT+ Officer | James Gould | JG |
| Sustainability Officer | Shannon Bolton | SB |
| School of the Arts Rep | Emmy Khan | EK |
| School of Sport and Exercise Science Rep | Harry Lonsdale | HL |
| Postgraduate Rep (following co-option) | Alex Gardener | AG |

**Also in attendance:**

|  |  |  |
| --- | --- | --- |
| Student Engagement Manager | Tim Hewes-Belton | THB |
| Student Voice Assistant (minute-taking) | Jodie Stilgoe | JS |

**Apologies Received:**

|  |  |  |
| --- | --- | --- |
| President | Lucy Conn | LC |
| SU Sports Rep (BUCS Sports) | Chloe-May Barton | CMB |

**Not Present:**

|  |  |  |
| --- | --- | --- |
| Mature Students’ Officer | Neal Morris | NM |
| Student Disability Officer | Kaya Tveito-Duncan | KTD |
| BAME Officer | Hannah Barnett | HB |
| Welfare Officer | Christopher Wolff | CW |
| Worcester Business School Rep | Gianina Ratiu | GR |
| School of Nursing and Midwifery Rep | Valerie Deeley | VD |

**Minutes**

|  |  |
| --- | --- |
|  | Welcome and introductions |
|  | HJ welcomed everyone to Student Council. In LC’s absence and with the position of Chair vacant on Council, HJ explained that he would act as Chair for this meeting. With 9 Councillors in attendance, Council had met quorum. |
|  | Apologies |
|  | Apologies were received from Lucy Conn (President). |
|  | Declarations of interest |
|  | HJ asked those present if there were any declarations of interest for any agenda items. JG declared that he is the policy proposer for both 2018-19\_004 and 2018-19\_005. JG would therefore abstain from voting on these motions. |
|  | Minutes of previous meeting |
|  | The minutes were approved as an accurate record of the meeting. |
|  | Matters arising |
|  | |  |  | | --- | --- | | **Action 01: HJ to edit the Paramedics Society Application so that the membership fee is listed as £1.00 instead of £0.00** | Action completed | | **Action 02: HJ to raise the concern of inclusivity within the application form of the Estonian Society** | HJ contacted Estonian Society and is currently waiting for their response. | | **Action 03: HJ to find out why the Estonian Society is affiliated with the Dream Foundation Organisation and report back to Council** | HJ contacted Estonian Society and is currently waiting for their response. | | **Action 04: LC to report back to Council on the progress of 2018-19\_002 policy** | THB updated the group on LC’s behalf. LC has met with the University to discuss the policy and the University are currently looking into the issue. Further discussion around the policy will take place following LC’s return to work. | | **Action 05: JS to share the SU’s strategic plan with Councillors** | Action completed | | **Action 06: JS to circulate the COP with Councillors once this document has been formally approved and published** | The COP has not yet been formally approved and published. Action rolls onto next Council meeting.  **Action 01: JS to circulate the COP with Councillors once this document has been formally approved and published** | | **Action 07: Councillors to talk to their student demographic to find out what events they would like to see at City Campus and feed back to LC** | Councillors will continue to send suggestions about City events to LC | | **Action 08: EM to update Councillors on NUS Zone Conference and the NUS roundtable discussion on the attainment gap at the next meeting** | See agenda item 12 and 13 | | **Action 09: Councillors to feed back to HJ their opinions on University communications e.g. social media content** | Councillors will continue to send suggestions about university communications and social media content to HJ | |
| Approval Items | |
|  | Co-option of Councillors |
|  | All Councillors received an electronic copy of all co-option applications prior to the meeting. HJ explained that Council had received 5 applications for the following 3 positions: Chair of Student Council, International Students’ Officer, and Postgraduate Representative. 1 of the 5 candidates was present (AG).  **Chair of Student Council**  Council received 1 co-option application from Katie Watts for the role of Chair. HJ read out the applicant’s application and supporting statement.  **International Students’ Officer**  Council received 3 co-option applications from Attila Gyor, Yanzhe Li, and Meihan Guo for the role of International Students’ Officer. HJ read out all 3 applicants’ applications and their supporting statements.  **Postgraduate Representative**  Council received 1 co-option application from Alex Gardener for the role of Postgraduate Representative. The candidate for this role was in attendance and so HJ invited Alex to introduce himself and to speak briefly about his proposals for the role.  Candidates in attendance were asked to leave the room so that Council could discuss applications and vote.  Vote to approve Katie Watts as Chair:  For: 9  Against: 0  Abstain: 0  **Katie Watts was co-opted onto Council for the role of Chair**  Vote for International Students’ Officer:  Attila Gyor: 2  Yanzhe Li: 7  Meihan Guo: 0  **Yanzhe Li was co-opted onto Council for the role of International Students’ Officer**  Vote to approve Alex Gardener as Postgraduate Representative:  For: 9  Against: 0  Abstain: 0  **Alex Gardener was co-opted onto Council for the role of Postgraduate Representative** |
|  | Approval of Motions |
|  | * 1. 2018-19\_004 Societies in Open Days   JG introduced this motion, stating that it seeks to rally the university to include community-based societies within university open days. He explained that a community-based society is a group of students who come together due to their similar demographic or identification rather than due to a general interest. For example, community-based societies would include LGBTQ+, Student Minds, Afro-Caribbean, and Student Parents.  The representation of our community-based societies at open days will demonstrate to prospective students that this university is inclusive of minority communities, which could be a determinative factor for many students. JG also noted that this motion aligns with the university’s strategic plan where it states ‘to stand out as a visionary and inclusive university that challenges and overcomes barriers to participation in higher education.’  JG then read the actions that Council will have to undertake, should the motion be passed:   * Define community-based societies * Contact relevant societies to register interest * JG and LC to draft agenda and meeting for further discussion   EM updated Council that within the 2015-16 academic year, the university encouraged societies to help at open days with the promise of payment. The university did not pay the societies as they promised and so we stopped asking societies for their help. EM noted that there is nothing currently preventing any society or club from volunteering their time and helping with current open days. EM explained that he liked the motion and would encourage societies to volunteer at open days but by making this a formal policy; it will put societies and the SU under a lot of pressure to deliver. This is something that can be facilitated without a formal policy. The university is currently investigating how they can improve open days and he can pass this information on at relevant meetings he attends.  JG noted that the motion is about getting the conversation started; the motion does not ask the SU to commit to delivering societies in open days.  There was a discussion around whether societies should expect to receive payment for helping at open days or whether this should be voluntary. A voluntary pilot year was suggested with the aim to receive payment in its second year. Payment would not go to an individual but to the society. Other Councillors advised that once you offer to do something free, you should always expect to do it free.  Vote to approve 2018-19\_004  For: 7  Against: 2  Abstain: 1  **Council approved motion 2018-19\_004. Motion was mandated to HJ**   * 1. 2018-19\_005 LGBT+ Officer Rename   JG introduced this motion, explaining that the motion proposes to amend the current LGBT+ Officer title to LGBTQ+ Officer. LGBT+ Officer currently stands for the ‘Lesbian, Gay, Bisexual, and Transgender Plus Officer’. The motion seeks to add the Q (Queer and Questioning) to this title. Queer is an identity which incorporates all of the LGBT+ community such as intersex and asexual, and, therefore, LGBTQ+ is a more inclusive term than LGBT+.  If Council passed the motion, the LGBT+ Officer would be renamed to LGBTQ+ Officer. Documents, materials and website content updated to reflect this change.  Vote to approve 2018-19\_005  For: 8  Against: 0  Abstain: 2  **Council approved motion 2018-19\_005. Motion was mandated to EM** |
| Reporting Items | |
|  | Update from Executive Committee |
|  | Executive Committee consists of the elected 3 Full Time Officers and the elected 8 Part Time Officers. The first Executive Committee of the academic year was scheduled to take place on 13 November but has been rescheduled due to the absence of 2 Full Time Officers. |
|  | Update from the Board of Trustees |
|  | There has not been a Board of Trustees meeting since the last Student Council. The next meeting will take place on 27 November and agenda items will include the SU’s governance review, autumn elections overview, and budget updates. |
|  | Update from AROG |
|  | EM gave an overview of AROG (Academic Representation and Oversight Group). The Student Engagement and Representation Group was set up in November 2017 with the purpose of reviewing the academic representation system, in line with one of EM’s manifesto goals. As part of this working group, the development of a new academic representation Code of Practice led to the formation of AROG.  The responsibility of AROG, as stated in the terms of reference, is the ‘monitoring and administering of the operation of the academic representation system’. AROG cements the partnership between the university and the students’ union within the academic representation system.  Since the last meeting, EM has analysed data obtained from the CES 2017-18 and begun to meet with Heads of Schools and Course Leaders for courses with particularly low ‘rep awareness’ scores. |
|  | Update from Education Council |
|  | EM explained that the next Education Council meeting is taking place in 2 weeks’ time. Education Council is a new element within the SU’s governance structure and members of Education Council include all Academic Society Chairs and all School Representatives. Education Council reports to Student Council.  At its first meeting, members split into three working groups to focus on the following three areas: learning spaces (raising awareness and researching what learning spaces students want), change week planning, and raising awareness of the representation system. |
|  | Update on Zones Conference |
|  | The NUS’s leadership team consists of 1 President and 5 Vice Presidents. The 5 Vice Presidents align to the 5 key areas (zones) of NUS: Welfare, Higher Education, Further Education, Society and Citizenship, and Union Development. EM attended the Higher Education zone. Priorities within this particular zone included the black attainment gap, the implications of Brexit in Higher Education, Office for Students, the subject-TEF review, and the fees and funding review.  EM also noted that NUS is currently facing financial difficulty, which could result in them having a £3m deficit this financial year. NUS will take measures to address governance-related challenges and will bring a range of proposals to a Strategic Conversation meeting later this month for consideration and refinement, with the help of its members. Refined proposals will then be sent to National Conference in April 2019.  Worcester Students’ Union send three delegates to National Conference (LC, GR and EM). These delegates vote on behalf of Worcester students at this conference, and so NUS’s governance review proposals will be a key discussion point at future council meetings and will require all Councillors’ input so that Worcester delegates are able to make an informed decision. |
|  | Update on Attainment Gap |
|  | EM attended an NUS-Universities UK roundtable at Astons University in Birmingham last month. The roundtable discussed the black attainment gap at both a national and local level. Discussion included unconscious bias within assessments, learning environments, curriculum, and reading lists. NUS are conducting further research into the black attainment gap in the form of focus groups. These findings will be published in early 2019. |
|  | Officers’ reports – questions/comments |
|  | |  |  |  | | --- | --- | --- | | Officer | Highlights | Questions and/or comments | | LC | Requested feedback from councillors around city campus events  **Action 02. Councillors to feedback to LC with suggestions for City Campus events**  **Action 03. Councillors to feedback to LC on their opinions about the new SU website** | None | | EM | N/A | None | | HJ | N/A | None | | HB | *No report received* | *No report received* | | JG | N/A | None | | NM | N/A | None | | KTD | N/A | None | | SB | SB will put forward a motion to ban single-use plastics in time for the next student council meeting. | HJ noted that many university shops do not sell bottled water, which SB may want to include in the motion. | | CW | N/A | None | |
| Information Items | |
|  | University Catering Contract |
|  | THB informed councillors that Aramark is the provider for the university’s catering (including the Hangar deli and the shop in the SU building). The university’s contract with Aramark has now ended. The SU will have representatives on the university catering contract panel and councillors were made aware that the SU may call on Council for their input.  **Action 04. Councillors to give EM any feedback they have on Aramark (current catering), as well as feedback regarding what they would like to see from catering.**  AG suggested that catering should consider using bio plant points to turn any food waste into energy. Other suggestions around food waste included giving leftover foods to homeless shelters. The topical issue of palm oil was raised to encourage ethical consideration when the catering sourcing products. |
|  | Governance Review (Focus Group for Councillors) **Tuesday 11 December 2018, 16:15-17:15 EE2021** |
|  | The SU will be holding a specific focus group for student councillors as part of its governance review. This focus group will take place 1 hour before the next Student Council meeting. If councillors are unable to attend this focus group, they should send their apologies directly to [j.stilgoe@worc.ac.uk](mailto:j.stilgoe@worc.ac.uk). |
| Any other Business | |
|  | Any other business |
|  | There were no further points of discussion. |
|  | Date of next meeting: Tuesday 11 December 2018 17:15 EE2021 |

**Actions**

**Action 01: JS to circulate the COP with Councillors once this document has been formally approved and published**

**Action 02. Councillors to feedback to LC with suggestions for City Campus events**

**Action 03. Councillors to feedback to LC on their opinions about the new SU website**

**Action 04. Councillors to give EM any feedback they have on Aramark (current catering), as well as feedback regarding what they would like to see from catering.**