

## WSU Executive Committee Minutes

Monday 17/01/2023 at 13:00hrs (Online via MS Teams)

	ITEM	Owner
1.	Welcome & Introductions	AL
2.	Apologies	AL
3.	Declaration of interest	AL
4.	Minutes of previous meeting	AL
5.	Matters arising	AL
<b>Approval Items</b>		
6.	Society Approval <ul style="list-style-type: none"> <li>Criminology Society (Approval)</li> </ul>	ML
<b>Reporting Items</b>		
7.	Active Policy & Ideas Updates <ul style="list-style-type: none"> <li>Women's Workout Hour (ML/SS)</li> <li>Open Facilities on Saturdays (AL)</li> <li>Common room for students in the Jenny Lind Building (GA/AL)</li> </ul>	Officers
8.	Officer Objective Update	Officers
9.	Additional Campaign Updates	Officers
<b>Discussion Items</b>		
10.	TEF Submission <ul style="list-style-type: none"> <li>Progress</li> </ul>	SW/GA
11.	NUS Conference <ul style="list-style-type: none"> <li>National Conference</li> <li>Liberation Conference</li> </ul>	SW
12.	NUS Antisemitism Report <ul style="list-style-type: none"> <li>Next steps for WSU</li> </ul>	SW
13.	Current Student Issues <ul style="list-style-type: none"> <li>Healthcare Students</li> <li>Cost of Living</li> </ul>	All

12.	Update on Relevant Projects and Discussions with the University	All
<b>Any Other Business</b>		
13.	AOB	AL

## Minutes

### 1.0 Welcome & Introduction

AL welcomed all to January Executive Committee.

### 2.0 Apologies

Apologies noted from:

- Antonia Rossiter-Eaglesfield (Interim Membership Engagement Manager)

No additional apologies received.

### 3.0 Declaration of Interest

No declarations declared.

### 4.0 Minutes of Previous Meeting

The committee reviewed the minutes of the previous meeting in December and then took a vote to approve:

For - 3

Against - 0

Abstain - 0

The minutes from the Executive Committee on 16<sup>th</sup> December 2022, were approved.

### 5.0 Matters Arising

Actions	Owner	Update
<b>Action July.04:</b> At the next SU/Facilities catch up, officer team to bring up plans about spaces at Jenny Lind. <b>Previous Update</b> - These meetings were cancelled out of calendars and there has been no progress since.	Officers	There has not been any meetings yet. AL is working with LB to rearrange all meetings to talk about Jenny Lind progress.
<b>Action October.01:</b> ASB/ARE to put together a Green Impact campaign plan. <b>Previous Update</b> - This responsibility has since been passed over to ASB to take the lead on.	ASB	<b>CLOSED</b> ASB has since got the resources for the green impact plan and is starting to put together.

<p><b>Action November.04:</b> AL to email Lucy Blunt about reorganising monthly SU/Facilities catch up meetings, CC Tim Jones so he is aware that these meetings are cancelled.</p> <p><b>Previous Update</b> - Still ongoing to rearrange going forward. Mark Hughes is off work currently.</p>	AL	There has not been any meetings yet. AL has emailed LB to rearrange all meetings.
<p><b>Action December.01:</b> Officers to draft an email to TJ, LB &amp; CG about Jenny Lind and the space. Address conflicting messages and looking for a resolution to Jenny Lind spaces.</p>	Officers	<b>Ongoing.</b> Email was sent, GA/AL were invited to a walk around at Jenny Lind. This got cancelled by Ian Bufton due to CG proposing a paper to UEB.
<p><b>Action December.02:</b> GA to review what the open panel discussions look like post-Christmas.</p>	GA	<b>Ongoing.</b> GA is looking at options at their objective reviews meeting.
<p><b>Action December.03:</b> JA to ask ARE to put together a presentation for next ALL STAFF MEETING around outcomes of speak week and plans/actions.</p>	JA	<b>Ongoing.</b> JA to present speak week outcomes at upcoming All Staff Meeting on 27 <sup>th</sup> January.
<p><b>Action December.04:</b> SW to speak to Antonia to form a working group and start discussions of the ASM.</p>	SW	<b>Complete.</b> ARE asked JA to set up meeting to start discussions for ASM impact.
<p><b>Action December.05:</b> GA/AL to arrange a meeting with Healthcare Head of Schools to look at how we support our students. This to involve Rob Dudley, Liz Davis-Ward &amp; Tim Jones.</p>	GA/AL	<b>Ongoing</b> This meeting hasn't yet been set up yet. Officers have spoken to School Rep Benji Robison about experience on the ground with healthcare students and how we can support these students.

## 6.0 Approval Items

### 6.1 Criminology Society

ML gave an overview of the society and the impacts they aim to make. ML asked if there was any questions. The society was then put to a vote for approval:

For - 3

Against - 0

Abstain - 0

The Criminology Society was approved by the Executive Committee on 17<sup>th</sup> January 2023.

## 7.0 Active Policy Updates

### 7.1 Women's Workout Hour (ML)

- ML/SS have since taken the lead on Women's workout, to help speed up the process.

- Tuesdays & Thursdays were identified by students as the best days for the Women's Workout hour.
- A media request has since been submitted with Marketing to start promoting advertising the idea.
- There is hope for it to be up and running in the next couple of weeks.

### **7.2** Open Facilities on Saturdays (AL)

- Catriona Robinson sent Tim Jones a list of courses/student numbers on campus on Saturdays.
  - Previous update from Chartwells was that Saturday facilities would be open from January 2023. AL is going to keep an ear to the ground to see if facilities will be open going forward.
    - **ACTION:** AL to give an update to be provided at next exec about whether Saturday facilities have been open.

### **7.3** Common room for students at Jenny Lind Building (GA/AL)

- The sofas have been found at Jenny Lind; they've been put in a wide corridor so there isn't a specific room.
  - Further work will hopefully happen as Chris Garretts proposal goes to EUB.

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## **8.0** Officer Objective Updates

### **AL:**

- Community Cupboard
  - This objective is now **complete**.
  - Donations have slowed down so encouraging donations where we can.
  - Welcome desk have been great at keeping on top of stock rotation and ensuring that it isn't being over stocked.
  - There has been over 750 donations with a value estimated at over £800
    - **ACTION:** AL to ask Marketing to put Community Cupboard impacts update on our All Student email as well as Instagram and other socials.
- Gender Neutral Toilets
  - There has been no updates since the previous Executive due to the Christmas break.
- Speak Week
  - This objective is now **complete**.
  - We achieved 348 student interactions across the week.
  - We hosted the week in St John, City Campus and Jenny Lind to ensure all students had the opportunity to get involved.
- Fortnightly Wellbeing Wednesday
  - Semester 1 included;
    - Puppy Walks

- Very successful and received positive feedback from students in attendance, as a result we have created a good relationship with the Fairy Dog Mothers and will continue to work with them in semester 2.
  - Winter Wellbeing Fair
    - Stalls from student services, pets as therapy and more. Over 129 interactions with students.
- AL to review what we offer in Semester, as the number of interactions have not been overly busy.
- Be Kind to your Mind.
  - At this time ML is going to drop this objective. This will be discussed further at the upcoming officer objectives meeting.

**GA:**

- Open Panel Discussion
  - We hosted one in semester 1, unfortunately it didn't go as we originally planned.
    - At the upcoming objective review GA will look at how we progress Open Panel Discussions.
- Decolonisation of the curriculum
  - The University have agreed to set up a group which will focus on included decol conversations.
    - Once TEF submission is complete. GA will catch up with Marie Stowell on progress of the group.
  - The University have now agreed to include decolonisation of the curriculum into their course design framework. Ensuring the decol is considered when developing and reviewing courses.
- Rep Conference
  - This is taking place this Friday 20<sup>th</sup> January 2023.
  - Originally our target number was 20 students, the most up to date number sits us at 37 registered participants.
- Rep Rewards
  - We've awarded multiple reps of the month awards so far, this includes.
    - Course & School Reps of the Month
      - Certificates & Badges have been provided.
      - Social media posts for all the winners.
  - Certificates are in the process of being designed by marketing, to recognise reps for the Bronze, Silver & Gold awards which are available throughout the year.

**ML:**

- RecSport
  - The University are in the process of writing a rec sport policy and the SU are waiting on a draft for that.
  - The University are also looking to put together a RecSport Festival, ML will be involved to show that the SU support their strategy and work.
  - Netball club have relaunched their RecNet sessions which start on the 25<sup>th</sup> of January.

- Any can get involved in a series of recreational Netball sessions, which will be held in St John's Sports Hall.
- The sessions will be held every Wednesday from 6-7:30pm and are open to everybody, regardless of previous experience.
- This is a great way to meet different people and make friends, all while trying something new and getting involved is easy, all you need to do is turn up!
- The SU are continuing to work with the University to provide more recreational sport opportunities.
  
- Society Social
  - Semester 1 society social was a success, the Activity team will look at how society socials are ran going forward.
    - **ACTION:** Officers to update the progress column on officer objective document.
  
- Employability Guide
  - There were no updates on the Employability guide at this time due to staff illnesses.
  
- Xmas Box/SU Drive
  - We launched a SU drive opposed to a Xmas Box.
    - It was a success, there was loads of donations. It was even better to be able to drop off the donations directly to the charity.
  - Due to Cost-of-living concerns and not wanting to add pressure to our students in the current climate, Meg's shoebox appeal objective idea has been transformed into a SU drive, encouraging student groups to donate to the SU drive rather than lots of individual drives.
    - Donations will be going to both the community cupboard and the food bank. This was decided because we felt that it was important to support our own community but also the food bank since they have been supporting our students and so it would be good to give back.
  
- TeamWorc TV
  - TeamWorc TV will be doing a feature on Women's Workout Hour.
  - Due to some illnesses in December one of the scheduled episodes had to be rearranged.
  - Next semester another 7 episodes have been booked in with clubs, societies and a Varsity special video.

No further updates were given by the Officers.

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## 9.0 **Additional Campaign Updates**

- Breakfast Club
  - 3 Breakfast clubs successfully ran so far.
    - Most recent club was a 'grab & go' session, where we provided easy pick up and go items.
      - 117 students engaged in this particular breakfast club.

- All short-life items were then taken to the Housing Fair to be given away, an attempt at ensuring there was zero waste.
- Robin Walker
  - The SU is disappointed at the decision made on maintenance loans.
    - Enquire to see if there can be another catch up with Robin Walker.
  - Transport is still a reoccurring issue facing our students at Worcester.
    - **ACTION:** GA/Officers to invite Robin Walker for an additional meeting.
- Strikes
  - The officers and SW have planned a meeting to discuss the impact of strikes. This will take place later today.

No additional updates.

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## **10.0 TEF Submission**

The TEF submission is well underway. The Students' Union will be sharing our draft submission with the University in the coming days. Casey and the officers are in the process of getting the submission filmed with 2/3 days fully booked out for filming.

We haven't strictly followed TEF guidelines BUT we feel that we will still share the right information.

SW noted that SU submission is very balanced - the SU has recognised the Universities success/areas that they have done well and that there are clearly lots of happy students. They key areas that the SU feel the University need improvement on are:

- Consistency across institution of Course Delivery, Assessment & good feedback.
- Not all CES/NSS results cannot continue to be blamed on the pandemic.

Marie Stowell felt that the SU's observations were fair and justified.

SW wanted to recognise all the hard work that has gone into putting together our submission and is excited to see the final product in a weeks' time.

No additional updates.


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## **11.0 NUS Conferences**

### **11.1 National Conference**

- National conference is set to take place on the 15<sup>th</sup> of March -16<sup>th</sup> of March, 1 week after our SU elections.
  - ARE/JA are looking at booking arrangements and who we are sending to the conference.
  - JA has added National Conference to the Student Council agendas, to allow for conversation and direction of policy vote from our members.

### **11.2 Liberation Conference**

- Liberation conference is set to take place on the 17-18<sup>th</sup> April.
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- JA has requested ASB to add Liberation Conference to the Welfare & Inclusion Council agendas, to allow for conversation and for those interested to register their interest with us at the Union about taking part.
  - The cost of attending liberation conference is quite expensive, so we may look to send all/most delegates virtually.
  - Potentially take AL to lib conference if students don't come forward.

Due to significant costs of National Conference, it was decided that Gemma & Meg will attend conference and we will not send a third delegate. Union to look at Air BNB as accommodation for officers to make event as cheap as possible.

No additional updates.

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## **12.0 NUS Antisemitism Report**

SW wanted to acknowledge this report in Executive committee, has encouraged all officers to read the document if they haven't already.

SW feels that it's important that WSU should educate ourselves once guidance is produced to ensure that we as an SU are up to date and have full awareness.

As a follow on to this report, it's important that we as a Union continue to lobby the University for them to provide guidance on how students report discrimination.

- We currently have a sexual harassment tool but we need a racial discrimination tool.

SW, we need to ensure that we have some content going out to commemorate the holocaust memorial day.

- **ACTION:** RC to follow up with clement that we as an SU are doing something on social media about holocaust memorial.

The Union will continue to partake in training when available and offered by the Union of Jewish Students.

No additional updates.

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## **13.0 Current Student Issues**

### **13.1 Healthcare Students**

GA/AL met with Benji Robison earlier today.

- Paramedic students are loving the course and experience.
  - The bar was set so low last year that this year has been fantastic so far.
- ASQEC
  - Jo Rouse wrote a report the Universities report for the HCPC, due to the complaints made by paramedicine students.
    - There has been no progression on actions about resolving issues previously raised by students.
  - Potential complaint coming through by students about teaching quality again.



Catering provision for healthcare students

- GA to check in with Benji if there has been any success with microwave or kettles for students.

Confirmation that the medical school is coming back on board.

- Although recent 'Guardian' article highlights that there has been no additional funding to support home students going to the medical school. Medical school will rely solely on international students.
- The SU need to ensure that we are in regular conversation with the University, especially with all medical school students being international. Ensuring that we can support these students.

GA noted that we have recently went and spoke to Midwifery students, we were invited by Course leads to host a session based around the NSS.

- We turned the NSS questions and themes into open ended questions to allow the students to give true feedback directly back to the course and the experience of those students.
- There was a lot of negative feedback, the SU are conscious that we've made no effort to action any of this feedback yet.
  - **ACTION:** JA to set up a meeting about outcomes of student feedback at NSS discussions & outcomes. GA/ML/ARE/JA

### **13.2 Cost of Living**

University Catering

- We have recently been notified that there are deals on but this was advertised by word of mouth but no physical advertising to be seen.
  - Jacket Potato +2 toppings £2
  - Mac & Cheese £2
  - Beans on Toast £2
  - Filter Coffee on machine for £1
- GA noted that it is great to see progress but the idea was to see meals on offer, not single items.
- SU to continue conversations with Tim Jones and Chartwells that we continue to have higher engagement in our breakfast clubs.
  - RC noted that we fed 117 students at 44p per head and there is clearly room for it to be even lower.
    - **ACTION:** Officers to continue to communicate to Tim Jones about ongoing concerns around the cost of food provided and that this is significantly higher than options at other Universities elsewhere.

It was noted by the executive committee that we need to continue to speak to Tim Jones about how we can continue to ensure our students are being supported.

No further discussion.

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## **14.0 Update on Relevant Projects & Discussions with the University**

Welcome Week



The Union are concerned over the timings of Welcome Week 2023 as these are currently planned for the same week as the University graduation ceremonies. Our concerns particularly lie with how both the University and Students' Union juggle the staffing across both events.

- Tim Jones is aware of the Unions concerns but we will continue to have discussions with the University.
- Jane Britton & Kevin Pickess are currently having discussions around graduation and will be putting a proposal forward to Tim Jones on how it may work.
  - o The next Welcome Week Group meeting is in February, officers will ensure that we raise concerns with Tim Jones at next meeting prior to Welcome Week meeting.

No additional updates given.

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## **15.0 AOB**

### **Elections**

This is just a reminder that if the officers are ready to do so, can they please look at submitting their declarations. These will have an impact on the level of officer involvement in planning and executing the Elections.

Can all members please think about a potential nudge list of students who may be a ideal candidate for the elections this year.

No further discussion.

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### **ACTIONS**

**Action January.01:** AL to give an update to be provided at next exec about whether Saturday facilities have been open.

**Action January.02:** AL to ask Marketing to put Community Cupboard impacts update on our All Student email as well as Instagram and other socials.

**Action January.03:** Officers to update the progress column on officer objective document.

**Action January.04:** GA/Officers to invite Robin Walker for an additional meeting.

**Action January.05:** RC to follow up with clement that we as an SU are doing something on social media about holocaust memorial.

**Action January.06:** JA to set up a meeting about outcomes of student feedback at NSS discussions & outcomes. GA/ML/ARE/JA

**Action January.07:** Officers to continue to communicate to Tim Jones about ongoing concerns around the cost of food provided and that this is significantly higher than options at other Universities elsewhere.