**London Council Minutes**

**17th October 2019 (13:30 – 14:30)**

**Present:**

Sina Tilke, MSc Fashion Lifestyle Marketing

Leonie Walsch, MBA Luxury Brand Management

Iris Mardar, MBA Luxury Brand Management

Kelly Esteves, MSc Luxury Brand Marketing

Abhijeet Gupta, MBA Master of Business Administration

**Apologies:**

Eilidh Fulton, Student President

Elvira Wills, MSc Quantity Surveying

Maya Dziopa MSc Fashion Lifestyle Marketing

Karishma Singh MBA Luxury Brand Management

**Absent**:

Rahul Dubey, MSc International Banking, Finance and Risk Management

Vanessa Makawan, MSc International Management and Business Development

Mehak Johari, MSc Fashion Business Creation

Zeeshan Ali, MSc Global Marketing

Karishma Singh, MBA Luxury Brand Management

Nikolaos Fassas, MSc Luxury Brand Marketing

Zainah Kabami, MPH Public Health

Evariste Lusasi Luteke, MSc International Banking, Finance and Risk Management

Louise Akintunde, MSc Insurance and Sustainable Risk Management

Adelola Temitope Ibiyemi, MSc Fashion Business Creation

Grace Poggo, MSc Quantity Surveying

Mercy Wandera, MPH Public Health

**In Attendance:**

Scarlett Hooper, Students Association Co-ordinator **(Clerk and acting Chair)**

Sara MacLean, Student Voice Team Leader

The Chair welcomed everyone to the meeting.

1. **ELIR**

* ***Student Voice Team Leader Update***

SV Team Leader explained ELIR and the previous surveys the previous consultations completed by January Class Representatives. SV Team Leader explained the Enhancement-led institutional review document that had been circulated prior to the meeting presents the outcomes and statements from the consultations with students. SV Team leader noted there could be a follow up meeting in London but not confirmed at the time of this meeting.

ELIR will be completed by the end of 2019.

**2. Society Policy**

- ***Students’ Association Coordinator Update***

The chair made reference to society policy and asked for all those who attended to approve the policy. One member noted that it would be better if the one off payments took place within each trimester. This was agreed by the other members.

2.1 The Policy was approved, on the amendment of the one off payment to made during Trimester 1 and 2.

Action: SA Coordinator

**3.Student Feedback**

The chair asked those present to let them know of issues that has been affecting students on campus, not relating to their academic work.

3.1 One member noted that they have found it difficult at lunch time to heat up food due to one microwave been out of service.

**Action: SA Coordinator**

3.2 One member noted there was lack of cutlery in the Learning café.

**Action: SA Coordinator**

3.3 One member noted the coffee machine is consistently out of service

**Action: SA Coordinator**

3.4 One member noted that the water machines do not also have available cups especially those on first floor. Second floor has glasses and paper but difficult to take into class

**Action: SA Coordinator**

3.5 One member noted the 3rd floor laddies are not working along with the tap in the Kitchen. SA Coordinator explained there are difficulties with the water tanks especially at peak moments when classes finish and lunch times.

**Action: SA Coordinator**

3.6 One member noted it would have been helpful during induction week for there to have been tours of the campus. Showing reception, Learning café and library.

**Action: SA Coordinator**

3.7 One member noted they would like the free Tea and Coffee to return to the Learning Café as students were wondering what had happened to this provision.

**Action: SA Coordinator and London Officer**

**4. London Officer Elections**

- ***Students’ Association Coordinator Update***

The chair made reference to the up and coming elections and voting week taking place on 21st – 24th October. The chair asked those present to inform other students to vote during this period.

**5. AOB**

There was no other business.

**6. CONCLUSION OF MEETING**

**Next London Council Meeting will be on Tuesday 19th November, 12PM.**

**London Council Action Plan**

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| --- | --- | --- | --- | --- |
| **Minute** | **Action** | **Designated Officer/  Staff Member** | **Time (Deadline)** | **Outcome** |
| **2.1** | Update Society Policy to include one off payment for trimester 1 and 2 | SA Co-ord | ASAP | Completed.  The policy will now be approved by Exec, Student Voice and reviewed by Society Council. |
| **3.1** | One microwave has been out of service. | SA Co-ord | ASAP | On Going  SA Co-ord spoke with facilities, new microwave has been ordered, delivery date not confirmed. |
| **3.2** | Lack of cutlery in the Learning café. | SA Co-ord | ASAP | Completed.  New folks, spoons and tea spoons have been purchased and put in the Learning Café |
| **3.3** | coffee machine consistently out of service | SA Co-ord | ASAP | On Going  SA Co-ord spoke with facilities, engineer will be called to look at the machine. |
| **3.4** | Water machines do not have cups available | SA Co-ord | ASAP | On Going  SA Co-ord spoke with facilities, they are aware but need to speak with Learning and Student Services Manager regarding this matter. |
| **3.5** | Water on campus in regards to bathrooms and kitchen tap | SA Co-ord and Student President | ASAP | On Going  SA Co-ord spoke with facilities, this has been raised with Glasgow but is an ongoing conversation.  SA Co-ord spoke also spoke with Student President who has raised this matter with Valery Webster. |
| **3.6** | Tours of campus included during induction week | SA Co-ord | January 2020 | On Going  Will be included in the January Induction week. |
| **3.7** | Free Tea and Coffee to return to the Learning Café | SA Co-ord and London Officer | ASAP | On Going  SA Co-ord and London Officer are working with the university to bring back this resource. |