**London Council Minutes**

**12th November 2020 (17:00 – 18:00)**

**Present:**

Susan Docherty, Student President

Anupama Nigam, London Officer

Talent Mthiyane, MSc Insurance and Sustainable Risk Management (S)

Maria Antheck, MSc Fashion Lifestyle Marketing (S)

**Apologies:**

Aleksandra Petrovic, MBA Luxury Brand Management (J)

Anh Thi Phuong Nguyen, MBA Luxury Brand Management (J)

**Absent**:

Priya Dilipbhai Hingu, MSc Fashion Business Creation (J)

Uzoma Kelvin Alaneme, MPH Public Health (J)

Fred Ojo, MSc Environmental Management (J)

Jain Honey, MSc Global Marketing (J)

Chit Oo Maung, Global MBA (J)

Kyunglin Park, MSc Fashion Lifestyle Marketing (J)

Nnenna Nikiru Hemeson, MSc Fashion Lifestyle Marketing (J)

Gioia Toffol, MSc International Security and Diplomacy (J)

Ponpimon Srimungkoon, MSc International Project Management (J)

Guillaine Nioka, MSc Quantity Surveying (J)

Aviniash Kumar Boyat, MSc International Management and Business Development (J)

Ella Poppy Neale, MSc Luxury Marketing (S)

Cassandra Poh Sham Hee, MSc Luxury Marketing (S)

Sophie Svestad, MBA Luxury Brand Management (S)

Haya Khalifa, MBA Luxury Brand Management (S)

Ting-Hsiu Chou, MSc International Marketing programme (S)

Crisao Soares, MSc International Management and Business Development (S)

**In Attendance:**

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

The Student President welcomed everyone to the meeting.

1. **Previous meeting minutes and actions**

No actions, previous Meeting cancelled due to Covid-19.

1. **London Officer Update**

London officer explained there should be a document created to help with the change to online learning, giving students information on taking breaks between video calls. Student president raised that the Ethical and Environmental Group are running a weeklong event to help get students moving. Student President included the link within the group chat.

**Action: London Officer and SA Coordinator**

**3. Research Representative Update**

Position currently vacant, no update

**4. Student President Update**

The Student President informed the group that they attend University Executive Board and how they look to resolve live student issues. Student President gave examples of projects the Executive Board are currently working on, Disability Awareness Week (30th Nov-4th Dec) to help promote awareness and light the campus purple in support, the change to no detriment policy due to Covid-19 and digital inclusion and the funding available to students. This is available to all GCU Students on a case by case basis. Students can also apply for funding through the Hardship Fund provided by the Common Good Fund.

The other project worked on by the Student President is the return to campus making it fair to all students. The Student President highlighted that they are able to raise student issues to a high level within the university, along with their work around student mental health and further meetings they attend. Student President’s email and Facebook was shared within the group chat.

**5.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.

5.1 One member noted that there wasn’t an online study space available to have discussions with their class mates. The programme leader has now created group rooms to help resolve this. This would have been helpful if it has been setup from the start of the trimester.

5.2 One member noted they were interested in additional English support for students. The SA Coordinator spoke about Target English Service; students should speak with Stefan Hollins about this service on campus.

The Student President Raised that International students are asking for additional support with English, a paper has gone to APPC, needs to be reviewed by the Students’ Associations S.A.G.E Board.

5.3 One member noted the online learning space was missing form their course and would like to implement this and would like to know how they could achieve this.

**Action: FLM Class Rep**

5.4 One member noted that they would like to have access to their class list, and where they could locate it for group discussions and feedback.

Student President said this was available through Collaborate Ultra, through module Tab, will check the access for students.

**Action: Student President**

5.5 One member noted the time of the tables and the classes are running over, affecting the following on class or they have been moved, again causing problems with joining multiple sessions. Raised to module Leaders, their feedback is that this is a university problem and not one module leaders can fix. Not just affecting their course, Other Students are also having the same problem.

5.6 One member noted that they have been finding it difficult understanding international lectures on video calls due to online learning.

The student president noted that they should look to contact the module leader. The university is looking to provide captioning university wide to help with the audio on Collaborate Ultra as this is currently not provided.

**Action: Student President ISRM Class Rep**

5.7 One member noted that there is a clash with classes and the promotion of virtual conferences, this was raised to programme leader but informed that classes are the priority. Student President asked about recording of the conferences. Class rep said this is not always the case as the tickets are free, limited access to the services of the industry provided.

**Action: Student President and SA Coordinator**

5.8 One member noted that there has been difficulty with access the London Libraries e-books or go to campus using click and collect books. They had found that the e-books were limited to one user, another class rep backed this up.

The student president noted in Glasgow there is a free post service available to students, the class reo should look to contact the London Library Team. They also mentioned the e-book copies, but the resource needs looking into to have more books available.

**Action: Student President and SA Coordinator**

5.9 One member noted that there wasn’t a study break or period within this trimester and the deadlines being set close together. With pre-work for seminars as well, other universities have a reading week scheduled within the time table. This has been raised to the Module leads, their feedback was that these dates cannot be changed, another lead has adapted the seminars to help with the workload.

The student President noted normally the trimester would be 12 weeks, with week 6 been an unofficial break to help with the student workload. But, due to covid-19 the trimester has been cut to 11 weeks, losing this week. This is the same for the Glasgow campus as well. There will be a study period from 21st – 23rd Dec and 5th-6th Jan, exam period from 7th – 15th Jan and Inter-trimester break from 18th -22nd Jan. the student president understood that won’t be until Tri B. Trimester B will also have a study week, unfortunately this won’t be happening in Tri A.

**6. AOB**

Students’ Association Coordinator promoted up and coming events taking place on campus and the Fashion Society events.

Student President promoted International Coffee Morning on Collab Ultra taking place on 20th Nov and FTO Facebook Lives.

**7. CONCLUSION OF MEETING**

**Next London Council Meeting will be on Thursday 10th December, 5PM.**

**London Council Action Plan**

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| **Minute** | **Action** | **Designated Officer/ Staff Member** | **Time (Deadline)** | **Outcome** |
| **2.1** | Top Tips for remote working for Students  | London Officer SA Coordinator | On going  | ResolvedGCU London Marketing produced check lists and links to help joining students.  |
| **5.3** | Setting up online study groups through the course. | FLM Class Rep | 2nd London Council  | Resolved  |
| **5.4**  | Module/ Class List  | Student President  | 3rd London Council  |  |
| **5.6**  | Raise captions with Module LeaderUpdate the London Council about Universities implement of captions on Collab Ultra | ISRM Student President  | On goingOn going | Unconfirmed for Tri B.  |
| **5.7**  | Clashing of classes and industry seminars  | SA CoordinatorStudent President | On going | Resolved  |
| **5.8** | Limited user capability for e-books  | SA CoordinatorStudent President | 2nd London Council  | Resolved Two version of the e-book was available to students; the 1 user has now been supressed from view.Further updates from the library service will be communicated at 2nd London Council meeting. |