

EXECUTIVE COMMITTEE MEETING

Minutes of the Executive Committee meeting held on **Tuesday 03rd October 2023 at 09:30am** in NH209.

Members:

Chidozie Nwaigwe, Student President (Chair)

Jennifer Abali, Vice President School of Health and Life Sciences (VP SHLS)

Wilfred Obi, Vice President School of Computing, Engineering and Built Environment (VP SCEBE)

Apologies:

Solomon Ajala, Vice President Glasgow School for Business and Society (VP GSBS)

In Attendance:

David Carse, Chief Executive

Sara MacLean, Student Voice Team Leader

Kirsty McGregor (Senior Student Advisor)

Philip Morton, Executive Assistant (Clerk)

1. Chair Announcements and Apologies

The Chair welcomed members to the Executive Committee meeting. Item numbers one, two and three were moved to the top of the agenda due to the attendance of the Student Voice Team Leader and Senior Student Advisor.

2. University Meetings

2.1 University Leadership Forum (ULF)

It was acknowledged that the main topics discussed at the previous University Leadership Forum included research and recruitment, particularly in relation to staff recruitment due to increasing class sizes in particular areas and resourcing. Further to this, student recruitment was noted in terms of maintaining high levels of admissions. The Campus Masterplan was noted as a discussion point.

2.2 Students' Association – GCU Executive Board Meeting

Vice President SHLS raised microwaves on campus. It was noted that there are fire safety and allergen issues that need to be considered before moving forward. It was suggested that the Head of Campus Services and Chief Operating Officer need to devise a solution to these before pressing on. It was commented that the Students' Association does not have the technical knowledge to find a solution to these issues.

It was further discussed that a number of students have failed resit exams meaning that they are not graduating with a full degree and are not able to apply for a post study work visa. It was acknowledged that this was not raised for the university to find a solution right now, but to keep on their radar for the future. PVC Learning and Teaching commented that although it is sad that students are facing these issues, the university must continue to be seen as applying the best sector practices. Vice President SCEBE noted that other universities allow for second

resits, giving students a third attempt at exams. It was further commented that feedback before resits to identify gaps in knowledge would further help students.

3. Black History Month

The Student Voice Team Leader shared suggestions on possible Black History Month activities that the Students' Association could host.

The Student President commented that the Full Time Officers are currently collaborating with the university on their Black History Month campaigning. It was noted that current communications from the university do not acknowledge a partnership with the Students' Association on these activities. It was noted that the Full Time Officers should reiterate and confirm their partnership with the university on the Black History Month campaigns and events.

The Student Voice Team Leader raised that films could be shown in the Students' Association along with taking part in Justice for Africa Day and the Show Racism the Red Card campaign. Vice President SHLS confirmed that they would lead on the Show Racism the Red Card campaign and identify how sports clubs, societies and networks can take part in this. It was further acknowledged for Vice President SHLS to be added to the EDI campaigns group within the university.

The Student Voice Team Leader has asked the Full Time Officers to confirm who is leading on which activities and to figure out what we are doing as a Students' Association. **Action: Full Time Officers.**

4. SA Free Breakfast Offering

The Students' Association have been discussing the possibility of offering free porridge, tea and coffee in the Students' Association building in the interim period of creating the Community Larder. It was commented that it is believed that this is a measure that is important for students whilst there is not a free breakfast offering.

It was noted that additional kettles would be purchased along with bulk buying porridge pots and using existing Students' Association tea and coffee. Vice President SCEBE proposed hot chocolate to be added for those who do not drink tea and coffee. It was noted that the Re:Union Bar & Grill would be a great space for this to take place before it opens. A casual worker would be used to work for two hours from Monday to Friday from 07:30am to 09:30am (one hour of setup, one hour of service). It was confirmed that fruit would not be added due to short shelf life and inability to bulk buy.

The Student President confirmed that they would like to write a blog and film a video to promote this in the Students' Association. In the blog, it was commented that hot water dispensers, establishing the community larder and campaigning for microwaves on campus should be noted as this initiative is an interim solution to these ongoing campaigns. It was further noted that vinyl banners could be purchased to advertise this outside of the Students' Association building as well as online marketing, addition to the All Student Email, sandwich board advertising and negotiating with the university to add this to the on-campus screens.

It was noted that this initiative is for GCU students and student cards will be asked to be seen before breakfast can be claimed, alleviating previous issues with the free lunch campaign.

It was confirmed that the free breakfast offering could be running by week four of Trimester A and run until the opening of the Community Larder in Trimester B.

It was further acknowledged that this can run identically in GCU London throughout Trimesters A and B.

5. Community Larder

It was confirmed that the former Nightline office has been identified as a store for the Community Larder as well as the kitchen on level 0 to be made into a counter with shutter for collections. Estates are currently in contact with a contractor for a quote on the work needing completed. An infrastructure bid must be completed to be approved by the infrastructure committee.

It was commented that Dundee University spend £17,000 a month on their community larder for students to collect ten items every two weeks. Herriot Watt spend £7,500 per year for three items a day from Sainsbury's budget range. Napier and Stirling Universities spend £2,000 per year. Herriot Watt, Napier and Stirling are all funded internally by their Students' Associations whereas Dundee University fund their initiative. It was noted that UWS are still providing a free breakfast for students.

It was confirmed that canned/dry food will be provided. The larder would open on Monday's, Wednesday's and Friday's allowing students to select five items in advance to collect per week. Two casual worker staff members would be employed to provide this service as well as packing, stock control and purchasing. The average cost of produce is to be calculated through an evaluation of supermarket and wholesaler pricing.

It was noted that although there has been industrial action as well as university staff on holiday and the need to await contractor quotations, that the Students' Association has been in active conversations with Estates, other Students' Associations have been spoken to for feedback on their initiatives, resourcing has been identified and the knowledge of maximum order capacity from supermarkets have been confirmed.

The Student President is to contact the Head of Campus Services and Head of Asset Management, Estates and Buildings to offer to be involved in contractor meetings, progression updates and to confirm if cold water machines can be swapped for hot water on level 0 of the Students' Association building. **Action: Student President.**

6. Full Time Officers London Trip

Vice President SCEBE discussed their trip with Vice President GSBS to GCU London from Thursday 28th to Friday 29th September 2023.

It was confirmed that over 100 students were engaged with over a coffee on campus event, a full time officer drop-in surgery as well as impromptu lecture shouts.

Students expressed their concerns and issues with GCU London including the feeling that there is not a Students' Association on campus and need for more awareness and presence. It was further noted that there are gaps in communication as students were unaware that they had a campus director or what the management structure is, instead they feel like all London structures come from Glasgow. Further to this, there were issues raised on individual

lecturers. Vice President SCEBE signposted students to the Students' Association Advice Centre to aid students with formal complaint procedures regarding staff members.

Further to this, students expressed frustrations of travelling over an hour to university multiple times per week for one lecture. There were issues raised on career services as emails are received each week by London students for jobs in Glasgow as opposed to career links in London.

Vice Presents SCEBE and GSBS met with the Director of GCU London to discuss these grievances as well as discuss GCU London in general. The Director of GCU London agreed to further investigate as well as to communicate to students their position.

It was recommended that Vice President SCEBE write a blog on their trip to GCU London and the points that were discussed with both students and the Director of GCU London. **Action: Vice President SCEBE.** It was further commented that this could be added to the All Student Email for London students.

It was noted that the Student President could raise these themes with the Chief Operating Officer before these are discussed further with the Principal.

The Chair called for a vote to Extend the Executive Committee Meeting for the existing agenda items..

Vote: For 3; Against: 0; Abstentions: 0. The Executive Committee Meeting was extended.

7. Full Time Officer Reports

Vice President SCEBE asked for confirmation on budgets provided by academic schools. It was confirmed that the Students' Association only asks for funding for the Academic Rep Gathering and that any additional spending would be for collaborative activities in which the academic school would pay expenses directly as opposed to invoicing the Students' Association.

Vice President SHLS raised that GCU Alumni have asked for Full Time Officer photographs to be updated in the library.

The Student President commented that there are ongoing discussions regarding GCU New York.

It was acknowledged that the Student President has been contacting class reps to construct a Microsoft Teams group to improve communication between class reps and Full Time Officers.

The university discussed the election for a new chair of court and confirmed that students may endorse their preferred candidate.

8. Regulated Lobbying

There was no Regulated Lobbying to report.

9. Minutes of the Executive Committee 05th September 2023.

The Chair called for a vote to approve the Minutes of the Executive Committee 05th September 2023.

Vote: For 3; Against: 0; Abstentions: 0. The Minutes of the Executive Committee 05th September 2023 were approved.

10. Matters Arising

The Executive Committee discussed the matters arising outlined within the paper.

An additional matters arising was added as noted in the paper.

11. Life Membership

There were no Life Memberships to consider for approval.

10. A.O.C.B (Emergency Business)

It was confirmed that an Extraordinary Executive Committee meeting would take place on Tuesday 10th October 2023 to approve the Full Time Officers individual and team objectives for the year 2023/24.

The meeting ended at 12:00pm

Date of next meeting: Tuesday 17th October 2023, from 09:30am-11:30am, in NH209.

EXECUTIVE COMMITTEE MEETING

Minutes of the Extraordinary Executive Committee meeting held on **Tuesday 10th October 2023** at **10:00am** in NH209.

Members:

Chidozie Nwaigwe, Student President (Chair)

Jennifer Abali, Vice President School of Health and Life Sciences (VP SHLS)

Wilfred Obi, Vice President School of Computing, Engineering and Built Environment (VP SCEBE)

Apologies:

Solomon Ajala, Vice President Glasgow School for Business and Society (VP GSBS)

In Attendance:

Sara MacLean, Student Voice Team Leader

Gordon McTweed, Activities Manager

Philip Morton, Executive Assistant (Clerk)

1. Chair Announcements and Apologies

The Chair welcomed members to the Extraordinary Executive Committee meeting.

2. Full Time Officer Individual and Team Objectives

The Full Time Officers presented their Individual and Team Objectives for approval. It was noted that Vice President GSBS had not submitted their individual objectives at this time due to leave.

The Chair called for a vote to approve the Full Time Officer Individual and Team Objectives.

Vote: For 3; Against: 0; Abstentions: 0.

The Full Time Officer Individual and Team Objectives were approved.

3. New Sports Club Affiliation Application

The New Sports Club Affiliation Application for the Golf Club was presented to the Executive Committee for approval in the absence of a current Sports Council.

The Activities Manager confirmed that the club had successfully achieved all elements required to complete their application. Further to this, the club has requested £500 in funding allocation to support the formation of the club. It was noted that upon approval from the Executive Committee and Student Voice that this would be highlighted to the Sports Council retrospectively once they are formed.

The Student President asked if there is enough funding to grant the £500 requested by the Club. The Activities Managers confirmed that Sports Club funding comes from the healthy reserve built through Sports Club Membership payments and that this funding will aid the sustainability of the club throughout their first year.

The Chair called for a vote to approve the New Sports Club Affiliation Application.

Vote: For 3; Against: 0; Abstentions: 0.

The New Sports Club Affiliation Application was approved.

4. Justice for Africa Campaigns Budget

There was a requested £100 to be used from the Full Time Officers campaigns budget for the Justice for Africa activity taking place during Black History Month if external funding is not granted from the 100 Million Campaign group. Further to this, if funding is allocated, there may need to be an additional material spend before this is received.

The pop-up bracelet-making event is to take place on 20th October 2023 in partnership with the Full Time Officers and International Officer.

The Executive Committee voted for campaigns budget use of up to £100 for material purchasing for this event.

The Chair called for a vote to approve the Justice for Africa Campaigns Budget.

Vote: For 3; Against: 0; Abstentions: 0.

The Justice for Africa Campaigns Budget was approved.

5. Life Membership

There were two Life Memberships to consider for approval.

The Chair called for a vote to approve the two Life Memberships.

Vote: For 3; Against: 0; Abstentions: 0.

The two Life Memberships were approved.

6. A.O.C.B (Emergency Business)

Vice President SHLS raised the Black History Month event being held on 27th October 2023. This was originally a university event in partnership with the Full Time Officer team, although it has now been agreed for the Full Time Officers to host this event with funding through the university. The Full Time Officers are to meet with the Student Voice Team Leader, International Officer and EDN Officer to confirm a draft budget needed from the university to run this event.

The meeting ended at 10:30am

Date of next meeting: Thursday 17th October 2023, from 09:30pm-11:30pm, in NH209.

EXECUTIVE COMMITTEE MEETING

Minutes of the Executive Committee meeting held on **Tuesday 17th October 2023 at 09:30am** in NH209.

Members:

Chidozie Nwaigwe, Student President (Chair)

Jennifer Abali, Vice President School of Health and Life Sciences (VP SHLS)

Solomon Ajala, Vice President Glasgow School for Business and Society (VP GSBS)

Wilfred Obi, Vice President School of Computing, Engineering and Built Environment (VP SCEBE)

Apologies:

In Attendance:

David Carse, Chief Executive

Sara MacLean, Student Voice Team Leader

Philip Morton, Governance Support Co-ordinator (Clerk)

1. Chair Announcements and Apologies

The Chair welcomed members to the Executive Committee meeting. Item number three was moved to the top of the agenda due to the attendance of the Student Voice Team Leader.

2. University Meetings

2.1 University Leadership Forum (ULF)

The main point of discussion at the previous University Leadership Forum was in relation to the session from a staff members of Lancaster University on the introduction of their Data Science Institute and how this may benefit GCU.

2.2 Students' Association – GCU Executive Board Meeting

It was commented that the university are seeking increased student engagement and feedback and wish to work with the Students' Association to host engagement events. Further to this, the Student Partnership Agreement launch was acknowledged. The Executive Committee highlighted UWS's SPA signing ceremony as a positive event that could be mirrored at GCU.

The Student President raised that the Students' Association's Advice centre analyse vital statistics relating to the Fit to Sit policy regarding impact, feedback and issues. PVC Learning and Teaching agreed that this feedback would be valuable for the upcoming Fit to Sit policy review. PVC Learning and Teaching further commented that they would be happy to film a video with the Students' Association and GCU Communications team to highlight on-campus learning and current university policy. It was raised that London students have provided feedback that they regularly receive Glasgow based communications that do not relate to London campus. Gaining push notifications and integrating the Students' Association into the GCU app was raised, this will be followed up by the university.

Vice President SHLS raised their ongoing campaign to introduce microwaves on-campus. The university are to liaise with the estates team to identify possible solutions to the current health and safety risks involved.

Vice President SCEBE acknowledged the departure of the Dean of SCEBE. The Provost and Deputy Vice Chancellor confirmed that they are happy to address students in person over any concerns that they may have and reiterated that this will not have an impact on the academic school.

3. VP GSBS Individual Objectives Grid

Vice President GSBS presented their individual objectives grid for approval.

It was commented that the objective of free/subsidised gym membership for all students may be difficult although other institutions such as UWS and RGU do provide this facility. It was further commented that the tangible benefits to the university, the encouragement of 'sticky campus', the betterment of student wellbeing and the positive factors that the university stand to gain should be further explored throughout the campaign.

The Chair called for a vote to approve the VP GSBS Individual Objectives Grid.

Vote: For 3; Against: 0; Abstentions: 0.

The VP GSBS Individual Objectives Grid was approved.

4. NUS General Election Campaign

The Student Voice Team Leader highlighted the NUS General Election Campaign for encouraging and increasing student voter registration. NUS have asked Students' Associations to form an election team consisting of a Lead Officer, Lead Staff Member and Lead Student Organiser by October 19th 2023. It was further stated that this directly correlates with the Full Time Officers team objective to increase voter turnout. It was reiterated that this campaign is to spread awareness and increase voter registration and that no the team cannot show political party bias can be shown.

It was confirmed that all four Full Time Officers would be involved in the group, the Student Voice Team Leader would be Staff Lead and that students known to the Full Time Officers, involved in political societies or members of Student Voice would be contacted immediately to fill the role of Student Organiser.

5. The EDIT Free Breakfast Campaign

The EDIT magazines free breakfast campaign was highlighted, particularly as their article on the 'Winter Warmer' campaign did not make it clear that this was a Students' Association initiative that was separate from the previous free breakfast initiative offered by the university.

The Student President agreed to meet with the EDIT team to establish and increase effective and accurate communications and discuss how both parties could utilise each other's assets moving forward. **Action: Student President.**

6. Full Time Officer Stance on Industrial Action

The Full Time Officer team agreed that trade union members have the right to go on strike and would continue to monitor how this may effect student experience and progression. It was confirmed that no further statement is required at this time.

7. Full Time Officer Reports

The Full Time Officer reports were noted and further comments were provided.

Vice President SHLS acknowledged events that are being hosted in partnership with the university including the Black History Month event scheduled for later in October.

Vice President SCEBE commented on their desire to increase student engagement within their academic school through in-person engagement, lecture shouts, online materials and surveys. Carbon Literacy training for students in SCEBE was raised. It was confirmed that Vice President SCEBE would confirm with their school that the Student President is currently working with the Principal to implement Carbon Literacy training across all academic schools. The Student President confirmed that initial discussions on the matter include that students would receive credit points on completion which may further aid student progression.

Catering prices within Re:Union Bar & Grill were raised in terms of food and drink offerings and their affordability for students. The Student President and Vice President SCEBE are to benchmark local student bar pricing within the radius of the university to provide an effective comparison of competition pricing. **Action: Student President & Vice President SCEBE.**

The Student President commented that the Principal presented their modified university vision to Court to establish GCU as a civic university. Furthermore, the continuing work on widening participation and clearly defining the definition of 'common good' was raised.

8. Regulated Lobbying

There was no Regulated Lobbying to report.

9. Minutes of the Executive Committee 03rd October 2023 and Extraordinary Executive Committee Meeting 10th October 2023.

The Chair called for a vote to approve the Minutes of the Executive Committee 03rd October 2023 and Extraordinary Executive Committee Meeting 10th October 2023.

Vote: For 3; Against: 0; Abstentions: 0.

The Minutes of the Executive Committee 03rd October 2023 and Extraordinary Executive Committee Meeting 10th October 2023 were approved.

10. Matters Arising

The Executive Committee discussed the matters arising outlined within the paper.

11. Life Membership

There were three Life Memberships to consider for approval.

The Chair called for a vote to approve the Life Memberships.

Vote: For 4; Against: 0; Abstentions: 0.

The Life Memberships were approved.

10. A.O.C.B (Emergency Business)

There was no further business to report.

The meeting ended at 11:07am

Date of next meeting: Tuesday 17th October 2023, from 09:30am-11:30am, in NH209.

EXECUTIVE COMMITTEE MEETING

Minutes of the Executive Committee meeting held on **Tuesday 31st October 2023 at 09:30am** in NH209.

Members:

Chidozie Nwaigwe, Student President (Chair)

Jennifer Abali, Vice President School of Health and Life Sciences (VP SHLS)

Solomon Ajala, Vice President Glasgow School for Business and Society (VP GSBS)

Wilfred Obi, Vice President School of Computing, Engineering and Built Environment (VP SCEBE)

Apologies:

In Attendance:

Sara MacLean, Student Voice Team Leader

Kirsty McGregor, Senior Student Adviser

Philip Morton, Governance Support Co-ordinator (Clerk)

1. Chair Announcements and Apologies

The Chair welcomed members to the Executive Committee meeting. There was an additional item added (item 4) to the agenda. Item numbers three and four were moved to the top of the agenda due to the attendance of the Senior Student Advisor.

2. University Meetings

2.1 University Leadership Forum (ULF)

There had not been a University Leadership Forum meeting since the last meeting of the Executive Committee

2.2 Students' Association – GCU Executive Board Meeting

There had not been a Students' Association – GCU Executive Board meeting since the last meeting of the Executive Committee

3. Acting Student Carers Officer Application

The Senior Student Adviser presented the application received from Stacy McFadyen for the position of Student Carer Officer. It was noted that this application is to approve the candidates appointment on an interim bases before being presented for approval at the next meeting of Student Voice.

The Chair called for a vote to approve the Acting Student Carers Officer Application.

Vote: For 3; Against: 0; Abstentions: 0.

The Acting Student Carers Officer Application was approved.

4. Winter Warmer Campaign Update

The Senior Student Adviser provided an update on the 'Winter Warmer' campaign including the confirmation that 505 students have utilised the initiative since it began. It was confirmed that student data is being collected to analyse demographic data of students that have used the service. It was however noted that hot chocolate and powdered milk were the highest expenses that run out quickest. It was proposed that a cheaper alternative to the hot chocolate used could be identified and that powdered milk could either be rationed per day or not used at all due to sustainability and expense. Vice President GSBS commented that if there is not a powdered milk option, that students would use regular milk which is a more financially viable option.

The Full Time Officer team agreed to no longer buy powdered milk for the campaign. It was further confirmed that fair trade hot chocolate will continue to be used.

5. Approval of Funds from Campaigns Budget

The Student President presented the bid to approve £550 to be used from the Campaigns Budget that funded the Black History Month event held on Friday 27th October 2023.

The Chair called for a vote to approve the Approval of Funds from Campaigns Budget.

Vote: For 4; Against: 0; Abstentions: 0.

The Approval of Funds from Campaigns Budget was approved.

6. Online Classes: Glasgow Campus

This agenda item was postponed to the next meeting of the Executive Committee.

7. Mobile Phone Brick Charging Station

The Student President noted that they had received a Mobile Phone Charging Station from the company 'Brick'. This was presented to install within the Students' Association to provide Students' an option for device charging anywhere on-campus. It was acknowledged that Glasgow University currently uses this system.

The cost of renting the product and cost for student usage was raised. It was noted that there would not be a cost for installing the product other than electricity costs. It was noted that 'Brick' earn profit from the consumer renting the individual power bank. Vice President SCEBE commented that the university and Students' Association building has many plug points and questioned whether there would be use for this service. It was however noted that the Re:Union Bar & Grill does not currently have power sources for students to use.

The Student Voice Team Leader questioned if there is a demand for this service, how it would be promoted and where it would be made available. Vice President SCEBE identified Re:Union in terms of availability. The Student President commented that if the banks are received free of charge, that demand is less of a factor than the ability supply the service for students. The Student Voice Team Leader commented that a contract would need to be signed and that breakages, insurance and risk liability would need to be taken into account.

It was confirmed that the Chief Executive would need to be consulted for approval from an operational standpoint. **Action: Student President.**

8. Full Time Officer Reports

The Full Time Officer reports were noted and further comments were provided.

The Student President commented that there is a 'student news' section within the GCU app that only includes university news. Vice President GSBS noted the use of push notifications and how these could be used by the Students' Association to communicate vital information. It was acknowledged that over 9000 students are currently using the GCU app. Vice President SCEBE confirmed that the app is still in development and although students are able to download it now, that feedback continues to be gathered to make further improvements and add more features.

Vice President GSBS commented that there was an issue in relation to GSBS PGT rep applications due to a glitch in the system so although four applications were received, these were not shown on the system. Although delayed, these interviews are now scheduled. It was also noted that two papers were presented within the executive board in relation to the review of the academic calendar. Student focus groups are currently being created to receive feedback on these. In terms of accommodation, it was commented that one year contracts are being offered to students for leasing city centre apartments. Further updates will be provided on this during the next Executive Committee meeting.

The Student President commented that the Education Committee are still working on an AI policy. It was noted that a revised budget for the Student Pantry has been submitted to the Chief Operating Officer.

9. Regulated Lobbying

There was no Regulated Lobbying to report.

10. Minutes of the Executive Committee 17th October 2023

The Chair called for a vote to approve the Minutes of the Executive Committee 17th October 2023.

Vote: For 3; Against: 0; Abstentions: 0.

The Minutes of the Executive Committee 17th October 2023 were approved.

11. Matters Arising

The Executive Committee discussed the matters arising outlined within the paper.

12. Life Membership

There was one Life Memberships to consider for approval.

The Chair called for a vote to approve the Life Membership.

Vote: For 4; Against: 0; Abstentions: 0.

The Life Membership was approved.

10. A.O.C.B (Emergency Business)

Vice President SCEBE raised that they would like to initiate a campaign to encourage students to engage with emails. Vice President GSBS commented that campaign strategy is important

as although we can present this to students, it is down to the individual to act upon it. It was asked what the university is currently doing to nurture and support students with understanding emails. It was commented that this is not currently included in the induction process. The Student Voice Team Leader proposed a 'Secrets to my Success' campaign where students can use examples to highlight success stories such as receiving email communication for trips that otherwise would have been ignored. Vice President SHLS commented that the campaign would not require budget, instead to use resources that are already available as this is largely a students' responsibility that could be supported through campaigning.

The release of a statement on Palestine support was raised. It was commented that the Full Time Officers would prefer not to show support to one side and instead condemn violence and heinous acts as a whole. It was proposed that supporting one side of a highly political matter could be a reputational Risk for the Students' Association and that this should be raised at the next Trustee Board meeting.

The Student President acknowledged the Black History Month event hosted on Friday 27th October 2023 which had an attendance of around 150 students. It was commented that a number of students provided feedback that regular similar events should be held in the Students' Association. It was suggested that the Full Time Officers could host a monthly social event that includes an educational or student speaker as well as the socialising aspect. It was however noted that budget would be an issue. Vice President SCEBE raised a concern that having a monthly event may be too often to retain high attendance rates. It was further commented that time and resources for event planning and initiating may be unrealistic.

Vice President GSBS commented that six events before the end of Trimester B could be scheduled and that they do not need to be expensive events, rather a social space for students to have fun. Vice President SHLS raised high workload noting that societies or networks could be worked alongside to remove stress from the Full Time Officer team. An idea was proposed to initiate a monthly 'big student dinner' event which may include a speaker or music although it was noted that budget would be the greatest hurdle to create this.

In terms of the NUS elections campaign. It was confirmed that a student representative had yet to be appointed for training and role appointment.

The meeting ended at 11:10am

Date of next meeting: Tuesday 14th November 2023, from 09:30am-11:30am, in NH209

EXECUTIVE COMMITTEE MEETING

Minutes of the Executive Committee meeting held on **Tuesday 14th November 2023 at 09:30am** in NH209.

Members:

Chidozie Nwaigwe, Student President (Chair)
Jennifer Abali, Vice President School of Health and Life Sciences (VP SHLS)
Solomon Ajala, Vice President Glasgow School for Business and Society (VP GSBS)
Wilfred Obi, Vice President School of Computing, Engineering and Built Environment (VP SCEBE)

Apologies:

In Attendance:

David Carse, Chief Executive
Sara MacLean, Student Voice Team Leader
Kirsty McGregor, Senior Student Adviser
Philip Morton, Governance Support Co-ordinator (Clerk)

1. Chair Announcements and Apologies

The Chair welcomed members to the Executive Committee meeting. Item numbers three to eight were moved to the top of the agenda due to the attendance of the Senior Student Advisor and Student Voice Team Leader.

2. University Meetings

2.1 University Leadership Forum (ULF)

Vice President SCEBE highlighted that recruitment, costs and planning were the largest discussion point during the meeting. It was commented that 7% of fee-paying student deposits have been made for January intake which is down considerably from 29% last year.

Vice President SCEBE commented that exchange rates, price of deposit/tuition fees, cost of living and changes in visa laws have made the UK an expensive choice for fee-paying students. The Student President noted that there has been a reduction in funding from the Scottish Funding Council and that tuition fees have had to be increased to maintain income as well as ensuring recruitment targets are met. The Executive Committee commented that the potential implementation of campaigns alleviating cost of living such as free gym memberships, student pantry, microwaves etc. could be used as a recruitment tool.

It was asked if the university had considered a referral programme in which fee-paying students could get reimbursed for every student that is successfully recruited through their referral and if any other universities in the sector offer this.

2.2 Students' Association – GCU Executive Board Meeting

There had not been a Students' Association – GCU Executive Board meeting since the last meeting of the Executive Committee

3. New Applicant for Disabled Students' Officer

The Senior Student Adviser presented the application received from Maria Habib for the position of Disabled Students' Officer. It was noted that this application is to approve the candidates appointment on an interim bases before being presented for approval at the next meeting of Student Voice.

The Chair called for a vote to approve the New Applicant for Disabled Students' Officer.

Vote: For 4; Against: 0; Abstentions: 0.

The New Applicant for Disabled Students' Officer was approved.

4. Fit to Sit Policy Review

The Fit to Sit policy is currently under review by the university. The Student Voice Team Leader asked what the current Full Time Officer team would prioritise within this review.

It was noted that it should be clarified if any changes to the academic calendar could potential impact Fit to Sit applications, particularly on student visas and the ability for students to graduate.

It was noted that the two day post-submission time for applications was a shorter timeframe from other universities. It was further highlighted that the two day period is 48 hours (and not two working days) which has a major impact on submissions made on a Friday when academic staff are not working over the weekend or may not understand the impact not responding may have within the 48 hour window. Exceptional circumstances were also highlighted as the criteria for this has potentially been too tight for many students to use.

Post declaration periods were raised as well as the impact fit to sit may have on student funding for international students, students on NHS bursary's and those in difficult circumstances, particularly if they were to suspend their studies due to a rejected application.

The Senior Student Advisor commented that from the Extreme Extenuating Circumstances that were raised with the Advice Centre, 24 out of 84 submissions were confirmed as accepted. It was noted that a number of applications were rejected when the circumstance was extremely similar to those accepted. It was stated that the criteria for this has not been made clear or how this criteria is being followed and remained consistent between cases. It was further commented that many students may not realise that they can ask for extensions before using Fit to Sit.

The Full Time Officers agreed that greater communication of the policy, how to use it and potential impact of use to both students and staff should be made. Further to this, lobbying for a five day post-submission period for applications, finding a uniformed balance of accepted applications by school, ensuring that fit to sit does not affect international student visas as well as the addition of pre-populated online application forms were raised as priorities.

5. Guide to Student Representation

The Student Voice Team Leader highlighted that the Guide to Student Representation presents a shared understanding of representation within the university and is currently undergoing a yearly review.

As well as general updates to roles, job titles, web links etc. the largest change is the wording from Class Rep Elections to 'Recruitment' to reflect closely to the university system. It was noted that the Students' Association does not have the resources to host class rep recruitment and currently rely on the university for this.

The Chair called for a vote to approve the Guide to Student Representation.

Vote: For 4; Against: 0; Abstentions: 0.

The Guide to Student Representation was approved.

6. NUS Reform Consultation

The Student Voice Team Leader presented the proposed NUS Reform Consultation and asked the Full Time Officer Team for their stance on this before completing the consultation survey. The various reform models were discussed including where each nation would become an independent NUS body whilst maintaining a central UK structure allowing for both collectivism and localisation.

A question was raised on whether each nation would hold a president or if there would remain just one UK president. It was also questioned how the vice president structure would work moving forward. Conferences were highlighted in regards to their structure, whether this is based on representatives, assembly or single purpose spaces.

It was decided that the Full Time Officer team would meet with the Student Voice Team Leader to analyse the survey in greater detail before submitting a collective response.

7. Academic Calendar

Vice President GSBS presented the review of the Academic Calendar and the two proposed timetables provided. It was highlighted that the university are currently seeking student consultation at the Academic Rep Gathering, SAGE and EDI Committee.

Vice President GSBS noted that GCU currently commences teaching after competitor institutions by one week and that many GCU students are at a disadvantage when it comes to factors such as accommodation. It was commented that under the current timetable that many students do not engage with week 12 due to this primarily acting as a revision week. Reducing the number of teaching weeks and moving start time by one week would allow for Trimester A assessment exams to take place before the Christmas break. This however would have an effect on academic staff who would need to mark assessments over this break. It was highlighted that this may further benefit fee-paying students who may be travelling over the winter period as well as helping to alleviate the stress of students studying over the holiday period. It was noted that Student Voice have previously proposed the idea of inter-trimester breaks.

It was questioned whether revision weeks are compulsory to attend on-campus for attendance and monitoring. Further to this, it was asked if the university had completed a full impact assessment on students that have placement positions or work with external providers such as the NHS.

It was noted that during the Covid-19 pandemic, that many exams were no longer necessary, and if all programmes still require a formal examination to take place as opposed to an alternative assessment or coursework submission.

8. GCU Funding Requests

GCU Funding Requests and the current Students' Association protocol was explained. It was established that funding had not been requested for the Academic Rep Gathering of Tri A and that this would be requested retrospectively alongside a funding request for Trimester B. **Action: Full Time Officers.**

It was noted that schools may fund their own events that are in partnership with the Students' Association/Full Time Officers although these would be events that the Academic School lead on.

The Student President raised that there is not an event for London Academic Reps. It was highlighted that GCU London could help fund catering for a London based event to enable students to feel part of GCU London and meet senior members of staff. The Student President is to liaise with the Student Engagement Co-ordinator on how this may be established. **Action: Student President.**

9. Online Classes: Glasgow Campus

It was noted that at least two schools have been identified to have programmes that are delivered online as opposed to on-campus. University guidance states that programmed classes should be on-campus wherever possible. It was noted that the Module Evaluation Questionnaires will provide valuable feedback on how students perceive the amount of online learning undertaken.

10. Full Time Officer Reports

The Full Time Officer reports were noted and further comments were provided.

It was noted that the Chief Executive had requested for Vice President SCEBE to be included in catering tender discussions, shortlisting and interviews. It was highlighted that clear communication on discussion of Re:Union Bar & Grill should have Students' Association involvement.

Vice President GSBS highlighted their meeting with the manager of the ARC gym. It was confirmed that there are 1500 current gym memberships although the standard of equipment is less than desirable and some members have requested refunds on their memberships. There are to be further consultations on the feasibility of free or subsidised membership access for students.

Vice President SHLS raised the responsible use of AI paper that was highlighted at the Education Committee. The document is to be revised to clarify the measure of misuse of AI and how this will be verified. It was further stated that the university must be clear and consistent when it comes to their meaning of proper use.

The Student President provided an update on their trip to GCU London and the issues that students are currently facing including issues with long commutes for single lectures, inability to find part time jobs and general campus feedback. These were relayed to the Director of GCU London.

It was updated that the Chief Operating Officer has been contacted for feedback on the £48,000 requested to operate the proposed Student Pantry. This is to be raised at the University Resourcing Group before further feedback is provided.

The Principal has assured that Carbon Literacy Training will become a university wide activity.

11. Regulated Lobbying

There was no Regulated Lobbying to report.

12. Minutes of the Executive Committee 31st October 2023

The Chair called for a vote to approve the Minutes of the Executive Committee 31st October 2023.

Vote: For 4; Against: 0; Abstentions: 0.

The Minutes of the Executive Committee 31st October 2023 were approved.

13. Matters Arising

The Executive Committee discussed the matters arising outlined within the paper.

14. Life Membership

There was one Life Memberships to consider for approval.

The Chair called for a vote to approve the Life Membership.

Vote: For 4; Against: 0; Abstentions: 0.

The Life Membership was approved.

10. A.O.C.B (Emergency Business)

There was no further business to be discussed.

The meeting ended at 12:00pm

Date of next meeting: Tuesday 28th November 2023, from 09:30am-11:30am, in NH209

EXECUTIVE COMMITTEE MEETING

Minutes of the Executive Committee meeting held on **Tuesday 12th December 2023 at 09:30am** in NH209.

Members:

Chidozie Nwaigwe, Student President (Chair)

Jennifer Abali, Vice President School of Health and Life Sciences (VP SHLS)

Solomon Ajala, Vice President Glasgow School for Business and Society (VP GSBS)

Wilfred Obi, Vice President School of Computing, Engineering and Built Environment (VP SCEBE)

Apologies:

In Attendance:

David Carse, Chief Executive

Holly Hunter, SA Events Intern

Philip Morton, Governance Support Co-ordinator (Clerk)

1. Chair Announcements and Apologies

The Chair welcomed members to the Executive Committee meeting.

2. University Meetings

2.1 University Leadership Forum (ULF)

The Student President confirmed that the achievements of the university over the past year were reflected upon.

2.2 Students' Association – GCU Executive Board Meeting

The Student President highlighted the current progress in tackling their objectives surrounding the cost of living including the introduction of a Student Pantry, microwaves and hot water access for students.

The Principal was receptive for the university to sell merchandise in the library. Student recruitment and number of deposits received were highlighted for discussion.

3. Give it a Go

The SA Events Intern highlighted the Give it a Go programme as a series of one off taster sessions to improve students wellbeing, physical and mental health. It was stated that more involvement with both internal and external communities is to be sought including participation from Students' Association sports clubs and societies. The Full Time Officers were asked to provide potential activities and partners that may be booked or contacted. The Chief Executive added that events must align with a community group for a student to have the potential to carry on those activities.

Vice President SHLS recommended the art society based on previous wellbeing events as well as raising the potential of a botanical gardens trip with a relevant society. The Student President raised the idea of a gaming competition held by the gaming or e-sports societies. The SA Events Intern further added Yorkhill planting and dodgeball as potential ideas. The Full Time Officers agreed to contact the SA Events Intern with any further ideas they may have.

4. GCU Guidance on Appropriate use of Generative AI

The Student President highlighted ongoing discussions with the university including student consultations during SAGE and Student Voice. It was confirmed that the university have adopted the Russell Group Principles for appropriate use of AI. The Full Time Officers have filmed a video with the university promoting this.

5. New 2 GCU Survey

It was suggested that this agenda item be moved to the next meeting of the Executive Committee for Vice President SCEBE to present.

6. Student Voice Meeting 2 Idea

The Student President raised the Student Voice motion from the meeting held on 04th December 2023 for a petition to be circulated from the university and Students' Association calling for a ceasefire during the Palestine and Israel conflict.

It was queried whether there was a need for a petition when the Full Time Officers issued a statement on 12th December 2023 calling for peace and a humanitarian ceasefire.

It was noted that the Student President would raise the Student Voice motion with the Chief Operating Officer. Further to this, the Full Time Officers would promote their released statement and continue to assess the situation before the possibility of sharing any online petitions. It was noted that NUS have not circulated any petitions that could be used.

7. Full Time Officer Reports

Vice President SHLS commented on the 16 days of activism campaign as well as the alumni event held on 07th December 2023.

Vice President GSBS highlighted the progress of the change in student attendance monitoring which will now begin in Trimester B. It was commented that student focus groups are currently testing the QR code system which is to be implemented.

It was stated that the Dean of GSBS confirmed that some courses are to be phased out over the coming Trimester and was noted in case student have any questions.

Vice President GSBS and SCEBE met with the Director of GCU London to follow up on student feedback provided during their visit to the London campus. It was further highlighted that GCU London held a student gathering similar to the Academic Rep Gathering and SAGE which allowed for the Director to interact directly with students.

Vice President SCEBE commented that students have raised concerns surrounding the timeframe of a new Dean for SCEBE taking position.

The Student President updated the Executive Committee on their trip to Liverpool to represent the university at the Green Gown Awards in which GCU won the Benefiting Society Award.

8. Regulated Lobbying

There was no Regulated Lobbying to report.

9. Minutes of the Executive Committee 14th November 2023 and Extraordinary Executive Committee 01st December 2023.

The Chair called for a vote to approve the Executive Committee 14th November 2023 and Extraordinary Executive Committee 01st December 2023.

Vote: For 4; Against: 0; Abstentions: 0.

The Executive Committee 14th November 2023 and Extraordinary Executive Committee 01st December 2023 were approved.

10. Matters Arising

The Executive Committee discussed the matters arising outlined within the paper.

11. Life Membership

There was one Life Membership to consider for approval.

10. A.O.C.B (Emergency Business)

There was no additional business to be discussed.

The meeting ended at 11:10am

Date of next meeting: Tuesday 23rd January 2023, from 09:30am-11:30am, in NH209

EXTRAORDINARY EXECUTIVE COMMITTEE MEETING

Minutes of the Executive Committee meeting held on **Monday 01st December 2023 at 09:30am** in NH209.

Members:

Jennifer Abali, Vice President School of Health and Life Sciences (VP SHLS)

Solomon Ajala, Vice President Glasgow School for Business and Society (VP GSBS)

Wilfred Obi, Vice President School of Computing, Engineering and Built Environment (VP SCEBE)

Apologies:

Chidozie Nwaigwe, Student President (Chair)

In Attendance:

David Carse, Chief Executive

Kirsty McGregor, Senior Student Adviser

Philip Morton, Governance Support Co-ordinator (Clerk)

1. Chair Announcements and Apologies

The Chair welcomed members to the Extraordinary Executive Committee meeting.

2. Caledonian Court Residents Officer

The Senior Student Adviser presented the application received from Azeez Odu-Onikosi for the position of Caledonian Court Residents Officer. It was noted that this application is to approve the candidates appointment on an interim bases before being presented for approval at the next meeting of Student Voice.

The Chair called for a vote to approve the Caledonian Court Residents Officer.

Vote: For 3; Against: 0; Abstentions: 0.

The Caledonian Court Residents Officer was approved.

3. Teaching Awards Nomination Form

Vice President SCEBE highlighted the proposed changes to the Teaching Awards Nomination Form in which one nomination would be made per submission. It was stated that the changes have been made to streamline the nomination process, and increase student participation and engagement by making the process easier to complete. It was further noted that a focus group of final year SCEBE students had been consulted on the process. This focus group interviewed over 60 students to receive feedback that informed the changes proposed.

The Academic Rep Co-ordinator commented that feedback received indicated that multiple nominations available in previous forms provided a poor user experience for students. It was further commented that there could be an improvement in the quality of nominations under the new form although a disadvantage could be the decrease in the total number of nominations received. It was further confirmed that focus would be shifted from the number of nominations received to the number of students participating.

The Chair called for a vote to approve the Teaching Awards Nomination Form.

Vote: For 3; Against: 0; Abstentions: 0.

The Teaching Awards Nomination Form was approved.

4. A.O.C.B (Emergency Business)

There was no further business to be discussed.

The meeting ended at 14:30pm

Date of next meeting: Tuesday 12th December 2023, from 09:30am-11:30am, in NH209

EXECUTIVE COMMITTEE MEETING

Minutes of the Executive Committee meeting held on **Tuesday 23rd January 2024 at 09:30am** in NH209.

Members:

Chidozie Nwaigwe, Student President (Chair)

Jennifer Abali, Vice President School of Health and Life Sciences (VP SHLS)

Solomon Ajala, Vice President Glasgow School for Business and Society (VP GSBS)

Wilfred Obi, Vice President School of Computing, Engineering and Built Environment (VP SCEBE)

Apologies:

In Attendance:

David Carse, Chief Executive

Philip Morton, Governance Support Co-ordinator (Clerk)

1. Chair Announcements and Apologies

The Chair welcomed members to the Executive Committee meeting.

2. University Meetings

2.1 University Leadership Forum (ULF)

The Student President confirmed that there has not been a University Leadership Forum since the last meeting of Executive Committee. It was commented that the Full Time Officers will no longer be attending ULF meetings going forward at the request of the university. This will be omitted from the agenda in the future.

2.2 Students' Association – GCU Executive Board Meeting

The Student President confirmed that there has not been a Students' Association – GCU Executive Board Meeting since the last meeting of Executive Committee.

3. National Student Survey (NSS) Email

It was noted that the Students' Association send email communication to all final year undergraduate students to promote the yearly NSS survey. As well as including recent campaign wins such as updates to Re:Union Bar & Grill and Cost of Living accomplishments, the Full Time Officers were asked to consider further additions or changes. The Student President commented that assessment third attempted for those with 15 credits left to complete to receive a Msc. (for example) could be added as an achievement.

It was further commented that there is potential reputational risk if the Students' Association were to receive a low survey score and that promotion helps to raise general completion rate.

4. Honorary Degree Committee

It was raised that the university had circulated information on Honorary Degrees. It was clarified that the Students' Association are often asked for suggestions on potential nominations and that this was brought to the Executive Committee to note that the Full Time Officers may wish to have potential nominations ready to submit. **Action: Full Time Officers.**

5. Governance Support Co-ordinator Trimester A Report

The Governance Support Co-ordinator presented an analysis of their Trimester A report which included Full Time Officer engagement plan figures for 2023-24 compared to Trimester A 2022-23.

The Full Time Officers were particularly commended for their student focussed approach with the potential reach of Lectures shouts being 11,314 students and consistent Ask the Officer and Coffee on Campus events. Video content was a huge positive point, with 12 videos released through the Students' Association social media platforms and website, reaching 15,646 students compared to 4 videos released in the previous year. It was noted that a further eight videos were produced for GCU Student Life as well as the use of stories on individual social media platforms. Instagram views were by far the largest change in figures with the vast majority of engagement coming from this platform. As well as this, the Full Time Officers attended various events on campus, training sessions and visited GCU London for student engagement opportunities.

It was highlighted that Live Question Time Events, Coffee on Campus and Ask the Officer events could be increased for Trimester B.

Vice President GSBS commented that officers are not able to attend lecture shouts and if larger ones could be highlighted as those not to miss. It was further commented that social media engagement, particularly on Instagram has seen a massive rise and that this platform should be used to exploit recent campaign achievement.

6. New 2 GCU Survey

Vice President SCEBE presented the figures from the New 2 GCU Survey which gains feedback and insight into initial university experience for new students. It was noted that this survey had not been circulated since 2019. It was confirmed that there was a 44% completion rate (compared to 26% in 2019) and that there was an 89% overall satisfaction score. Further figures were broken down by question, school and level.

It was noted that improvements to SCEBE engagement is to be implemented by communicating the importance of survey feedback to students through the Full Time Officer engagement plan. Vice President SHLS commented that the university have implemented an improvement board in the Annie Lennox building for students to voice areas of improvement within the university and for their experience. It was added that the university are currently seeking to improve engagement and satisfaction across campus.

7. Full Time Officer Reports

Vice President SCEBE confirmed that they have been working on increasing student engagement as well as planning an academic rep gathering and welcome event for SCEBE students.

Vice President SHLS highlighted Feel Fab Feb events that they are currently planning with the Students' Association Advice Centre as well as the recruitment of department rep vacancies.

Vice President GSBS highlighted that the Sports Council has now been completed and preparations for the Glasgow Taxi Cup has begun. It was further noted that the university were to introduce a new attendance monitoring system this month although this has been delayed with a pilot programme beginning on London campus and student providing feedback on the pilot that took place in Glasgow.

The Student President brought forward the strategy refresh in which the university are moving towards changing the university's mission statement as well as highlighting that the university has been listed for the Green Gown international award (after previously winning the award within the UK). Vice President SCEBE asked for an update on Carbon Literacy Training as part of the curriculum. It was clarified that the Principal is now at the stage for planning implementation. The introduction of Sky Sports within Re:Union Bar & Grill was raised. It was confirmed that the Students' Association are awaiting a contract for SubTV which would be introduced before Sky could be brought in to provide a quote.

8. Regulated Lobbying

There was no Regulated Lobbying to report.

Minutes of the Executive Committee 12th December 2023

The Chair called for a vote to approve the Executive Committee 12th December 2023.

Vote: For 4; Against: 0; Abstentions: 0.

The Executive Committee 12th December 2023 were approved.

9. Matters Arising

The Executive Committee discussed the matters arising outlined within the paper.

10. Life Membership

There was one Life Membership to consider for approval.

10. A.O.C.B (Emergency Business)

The Student President proposed the approval of £500 from the Campaigns Budget to be used to purchase a table football table for the Students' Association building to help promote engagement and activities within the building. It was noted that the Re:Union Bar & Grill currently does not have much excess space due to the new tables and chairs added as well as there needing to be a minimum distance between tables as written into the area risk assessment. It was further commented that there did used to be a table football table within the Students' Association building and that it may be worth conferring with the Activities Manager as to why we no longer have one or any logistical problems that we may have had. The Chief Executive highlighted that any table bought should suitable for a bar environment as opposed to one for home use to ensure that it is robust for purpose.

The Chair called for a vote to approve £500 to be used from the Campaigns Budget.

Vote: For 4; Against: 0; Abstentions: 0.

The £500 to be used from the Campaigns Budget was approved.

It was commented that campaign budget use should be reviewed for student attendance at the upcoming NUS rally taking place at the Scottish Parliament building in Edinburgh. The Full Time Officers agreed in principle to use campaigns budget for this purpose and will provide figures to the next Executive Committee retrospectively.

The Chair called for a vote to approve Campaigns Budget use for the NUS Rally in Edinburgh.

Vote: For 4; Against 0; Abstentions: 0.

The Campaigns Budget use for the NUS Rally in Edinburgh was approved.

The Chief Executive noted several topics for minute purposes.

In terms of cost of living support, the Student Pantry opened on Monday 15th January 2024, Microwaves were installed on level 0 of the Students' Association on Thursday 18th January 2024 as well as the hot water tap installed on Friday 19th January 2024. All three services have been promoted through the all student email, social media channels and the Students' Association website.

The Student Partnership Agreement launch event is taking place on Thursday 1st February 2024 with the Student President and university Principal making a formal signing. Wall vinyl promotion is to be organised for addition to the Students' Association stairwell.

The Winter Warmer Campaign was finished at the end of Trimester A with 1,398 porridge pots given to 384 students on the Glasgow campus. A further demographic breakdown was shared with the Full Time Officers and necessary staff members.

Re:Union Bar & Grill improvements have completed including additional booth seating, power installed at each booth, high seating areas around pillars including power sockets and additional sockets added to the ceiling for additional TV's to be added by subTV upon contract confirmation.

The meeting ended at 11:10am

Date of next meeting: Tuesday 06th February 2024, from 09:30am-11:30am, in NH209

EXECUTIVE COMMITTEE MEETING

Minutes of the Executive Committee meeting held on **Tuesday 06th February 2024 at 09:30am** in NH209.

Members:

Chidozie Nwaigwe, Student President (Chair)

Jennifer Abali, Vice President School of Health and Life Sciences (VP SHLS)

Solomon Ajala, Vice President Glasgow School for Business and Society (VP GSBS)

Wilfred Obi, Vice President School of Computing, Engineering and Built Environment (VP SCEBE)

Apologies:

In Attendance:

David Carse, Chief Executive

Emma Duffy, Societies Co-ordinator

Philip Morton, Governance Support Co-ordinator (Clerk)

1. Chair Announcements and Apologies

The Chair welcomed members to the Executive Committee meeting. Agenda item 3 was discussed first due to the attendance of the Societies Co-ordinator.

2. University Meetings

2.1 Students' Association – GCU Executive Board Meeting

The Student President confirmed the agenda items discussed at the previous meeting with the University Executive Group.

It was highlighted that the main discussion point surrounded the Fit to Sit policy and the two day post-submission deadline. It was confirmed that PVC Learning and Teaching would send an updated draft policy to the Students' Association and Campus Trade Unions for consultation before raised at Senate. The Student President commented that other institutions allow up to ten days for submission deadlines. It was further confirmed that the new policy is set to unify the extension process allowing for automatic extensions which could potentially reduce Fit to Sit and EEE submissions.

3. Star Awards

The Societies Co-ordinator highlighted the Star Awards taking place on 18th April 2024. It was confirmed that Vice President SHLS would be the lead Full Time Officer with each FTO participating in presenting awards. The Societies Co-ordinator confirmed that scripts will be written for each FTO as well as having them take part in the shortlisting process in week 11 of Trimester B. It was highlighted for the Full Time Officers to invite guests from the university. The Full Time Officers decided on who to invite to the Star Awards and will confirm attendance with the Societies Co-ordinator by 16th February 2024. **Action: Full Time Officers.**

4. NUS Scotland Awards 2024

The annual NUS Scotland Awards 2024 and categories were highlighted with a nomination deadline of 23rd February 2024. The Full Time Officers raised the Liberation and Equality award for showcasing campaign wins surrounding the cost of living crisis including the introduction of the Student Pantry, Microwaves for students, hot water access and the Winter Warmer campaign as well as showcasing inclusivity and diversity in events and campaigns that the officers have taken part in. Vice President SHLS agreed to lead on the award nomination process. Vice President SCEBE added that they may complete a nomination for Students' Association Staff Member of the Year. **Action: Vice President SHLS.**

5. NSS Email 2024

The NSS email 2024 has yet to be completed. No update was given on this agenda item.

6. Team and Individual Objective Progress

The Student President presented the Full Time Officer team objectives.

Mitigate Cost of Living Crisis for Students

It was confirmed that the introduction of the Student Pantry, microwaves on campus, hot water access and the Winter Warmer campaign completed this objective.

Increase Voter Turnout

The Full Time Officers are currently promoting that nominations are open for the Students' Association elections through their engagement plan, social media and talking with students. It was further commented that a voter registration campaign for the UK general election could take place after the Full Time Officer elections. It was highlighted that the Election Diversity Action Plan is in draft form, that FTO salaries were reviewed, increased diversity in the election campaign and the introduction of a recruitment pack and pipeline for becoming a Full Time Officer to reduce barriers.

Improve Student Engagement as well as Increasing High Response Rates in NSS and MEQs

It was noted that student engagement and experience has been high with many improvements through the Full Time Officer engagement plan, events, Re:Union additions of additional seating, power and decrease in pricing, cost of living campaigns, the future introduction of SubTV and potential addition of Sky Sports.

Vice President SCEBE presented their individual objectives update.

Increase in SCEBE Student Engagement and Participation in GCUSA Activities and School Operational Plan, NSS Completion, MEQ Completion

Lecture Shouts, engagement activities, events, student networking, induction events and the planning of a SCEBE welcome event have been undertaken and being organised.

GCU App (push notifications, elections and accommodate GCUSA activities in the app)

It was confirmed that access has not been granted for push notifications and that continued lobbying for Students' Association activities to be added to the app has taken place. Vice President GSBS added that attendance monitoring integration within the GCU app is in development and that push notification use has been raised in DLAG and relevant committee meetings.

Better Wi-Fi Services

It was confirmed that Wi-Fi boosters have been added to campus to improve service although it was highlighted that further improvements need to be made.

Vice President GSBS presented their individual objectives update.

Ensuring all Students have Free/Subsidised Access to the University Gym (Arc) Facility

It was commented that this has been a slow process due to staff availability and that a survey has been constructed for student feedback.

Championing and Promoting Students' Learning Experience through Active Engagement with Learning and Development Centre within GSBS

Engagement Plan activities, signposting, student support and active communication with academic reps have all taken place to promote students' learning experience. Successful PGR Rep recruitment has taken place although there is one place that will be re-advertised. It was further noted that the new attendance monitoring app is not ready to launch on the Glasgow Campus although will be piloted in GCU London.

Promoting Student Awareness of the Students' Association Advice Centre

Regular promotion of the Students' Association Advice Centre has taken place on social media and during engagement activities. It was highlighted that students have been signposted that the advice centre can help with a multitude of issues both academically and personal.

Vice President GSBS presented their individual objectives update.

Promote Mental Health and Wellbeing of Students

Student feedback has been undertaken on mental health and wellbeing activities that students want on-campus. Promoting the Advice Centre to students, organising the Feel Fab Feb campaign and ongoing work with the GCU Wellbeing team to promote their services have taken place.

More External Recognition and Awards for the Students' Association

Vice President SHLS is to lead on the NUS award nominations. It was further recognised that SCVO charity awards could be applied for.

Improve Student Engagement in the School of Health and Life Sciences

It was commented that there has been an increase in engagement with academic reps, highlighting Students' Association services, promotion of student partnership forum

attendance and the creation of a SHLS academic reps teams channel to generate further engagement.

The Student President presented their individual objectives update.

Estates/Campus Masterplan

The university have approved a £3 million refresh of the universities sustainability agenda. Further to this, the Student President has joined a Carbon Literacy training planning group for the introduction of training to all students.

London Engagement

There has been an improvement in GCU London engagement with regular visits to campus, engaging with London students, attending engagement events, actively participating in London council meetings as well as regularly seeking feedback with the London officer.

Promoting Glasgow Caledonian's Race Equality Charter

The Student President has actively participated in Race Equality Charter consultations which is now close to completion.

7. Full Time Officer Reports

The Student President commented that the updates provided on individual Full Time Officer objectives would act as their reports.

8. Regulated Lobbying

There was no Regulated Lobbying to report.

Minutes of the Executive Committee 23rd January 2024

The Chair called for a vote to approve the Executive Committee 23rd January 2024.

Vote: For 4; Against: 0; Abstentions: 0.

The Executive Committee 23rd January 2024 were approved.

9. Matters Arising

The Executive Committee discussed the matters arising outlined within the paper.

10. Life Membership

There were no Life Memberships to consider for approval.

10. A.O.C.B (Emergency Business)

It was confirmed that Re:Union Bar & Grill have reduced pricing on a number of their drink products which has been lobbied for by the Full Time Officer team. It was clarified that food and drink menus have yet to be provided for updating online. The Student President noted that students have been unable to buy food in Re:Union on occasion due to kitchen staff being

unavailable at certain times. A video is to be made highlighting the new booth seating, power points, high seating and menu pricing. **Action: Student President / Vice President SCEBE.**

It was clarified that the Full Time Officers currently have around £570 campaigns budget left. It was noted that NUS are hosting a rally against budget cuts to universities and colleges at the Scottish Parliament on the 21st February 2024. The Full Time Officers may wish to invite students to attend the rally and pay for transportation from the budget.

The meeting ended at 11:20am

Date of next meeting: Tuesday 20th February 2024, from 09:30am-11:30am, in NH209

EXECUTIVE COMMITTEE MEETING

Minutes of the Executive Committee meeting held on **Tuesday 20th February 2024 at 9.45am** in NH209.

Members:

Chidozie Nwaigwe, Student President (Chair)

Jennifer Abali, Vice President School of Health and Life Sciences (VP SHLS)

Solomon Ajala, Vice President Glasgow School for Business and Society (VP GSBS)

Wilfred Obi, Vice President School of Computing, Engineering and Built Environment (VP SCEBE)

Apologies:

None

In Attendance:

David Carse, Chief Executive (Clerk)

Kirsty McGregor, Senior Student Adviser (Donations for Student Pantry item only)

1. Chair Announcements and Apologies

The Chair welcomed members to the meeting of the Executive Committee. The Chair advised that item 3 (Student Pantry donations) would be taken first.

2. Donations for Student Pantry

The VP SHLS advised that the Student Pantry had been discussed at the recent SHLS School Board. There was a discussion on whether the Student Pantry can receive donations and the potential stigma students may feel in using the service and whether introducing a small membership fee, like a club, would be beneficial. Reference was made to the Govanhill People's Pantry where local residents pay £6 a year and after joining members can shop weekly for £4 and fill their baskets with purchases up to the value of £30.

It was agreed it would be helpful if the Student Pantry could receive food or cash donations. It was noted that at this time it is unclear whether the University will continue to fund its operating costs in the next financial year. It is hoped to work with other departments, such as GCU Foundation and GCU Student Life to establish how the Student Pantry could continue to operate, such as engaging with FareShare and external donations. The Senior Student Adviser explained there would be a review of the operating model for the Student Pantry in the next academic year, where all of these issues could all be explored. It was re-iterated that the current operating model does not cater for storage of fresh food or food with a short shelf life, ie food hygiene, food handling, risk assessment and waste disposal.

3. University Meetings

3.1 Students' Association – GCU Executive Board Meeting

The Chair confirmed that this meeting has not yet taken place.

The Committee agreed to include Senate and Senate Standing Committees under this agenda item for future meetings. **Action: Clerk.**

4. NUS Scotland Awards 2024: Draft Nominations

The VP SHLS had written the Liberation and Equality Award and the Campaigns Award nominations for the NUS Scotland Awards 2024. The Committee were asked to review the submissions and provide any feedback to the VP SHLS. **Action: Full Time Officers.** The submission of the nominations was part of the Individual Objectives for the VP SHLS.

5. Full Time Officer Reports

The Chair advised that the Full Time Officers had presented their latest written reports to Student Voice on Monday 19th February 2024.

The VP GSBS highlighted he was continuing to engage in the Academic Calendar review, Fit to Sit Review and Attendance Monitoring review.

The Student President advised that he is working with the PVC International on a review of the GCU Induction, particular at the pre-enrolment stage for international students.

6. Regulated Lobbying

There was no Regulated Lobbying to report.

7. Minutes of the Executive Committee on 6th February 2024

The Chair called for a vote to approve the minutes of the meeting of the Executive Committee on 6th February 2024. **Vote: For 4; Against: 0; Abstentions: 0.** The minutes were approved.

8. Matters Arising

The Executive Committee discussed the matters arising outlined within the paper.

9. Life Membership

There were no Life Memberships to consider for approval.

10. A.O.C.B (Emergency Business)

10.1 NUS Scotland Rally

The Student President was keen to attend the NUS Scotland Rally at the Scottish Parliament on Wednesday 21st February 2024 at 1pm. However, he was unsure if this would be possible due to Senate meeting schedule in the morning.

10.2 Student Voice

The Chair sought clarify on whether students on the London Campus could attend meetings of Student Voice. It was confirmed that the By-Laws did not prevent a student studying on the London Campus from becoming a Student Voice Officer or member of Student Voice. It was

suggested there could be explicit communications to these students to highlight this opportunity. **Action: Clerk.**

10.3 January Students

It was raised that some students who started in January 2023 or January 2024 were having problems accessing our website and therefore our services. The Chief Executive advised that the Students' Association had not yet received the data for all new students from the University and would have recently registered and secondly there appeared to be a problem with the course end date provided for some January intake that warranted investigation. He advised that he will meet with GCU IT Services. **Action: Chief Executive.**

The meeting ended at 10.41am.

Date of next meeting: Tuesday 5th March 2024 at 9.30am in NH209

EXECUTIVE COMMITTEE MEETING

Minutes of the Executive Committee meeting held on **Tuesday 5th March 2024 at 9.30am**. This hybrid meeting took place in NH209 and on Microsoft Teams.

Members:

Chidozie Nwaigwe, Student President

Jennifer Abali, Vice President School of Health and Life Sciences (VP SHLS) (Chair)

Solomon Ajala, Vice President Glasgow School for Business and Society (VP GSBS)

Wilfred Obi, Vice President School of Computing, Engineering and Built Environment (VP SCEBE)

Apologies:

Wilfred Obi, Vice President School of Computing, Engineering and Built Environment (VP SCEBE)

In Attendance:

David Carse, Chief Executive (Clerk)

1. Chair Announcements and Apologies

Delegation of the Chair was passed to Jennifer Abali. The Chair welcomed members to the meeting of the Executive Committee and noted apologies.

2. University Meetings

2.1 Students' Association-GCU Executive Board Meeting

The Student President advised that an Early Resit Diet and Student Voice Ideas (Only GCU students using upper floors in Library during exam period, GCU Learn – module layout and accessibility, Sensory Room, Reflection Space in Library, Allowing clubs and societies external caterers onto campus) were added to the agenda for the meeting on 29th February 2024. The Student President confirmed that the University agreed to action each item. It was noted that the exploration of a Sensory Room could be included in the discussions within the Campus Master Plan.

2.2 Senate and Senate Standing Committees

The Student President advised that Senate recently approved the revised Academic Calendar that takes effect from the academic year 2025/26. There have been ongoing discussions about the changes to the Fit to Sit Policy and the Student President anticipated that an extraordinary Senate would be arranged to consider the proposed changes. The Student President is keen to ensure students can submit a Fit to Sit within two working days instead of two calendar days after an assessment, however there was currently resistance from the Campus Trade Unions there being any days after an assessment for submission.

3. Full Time Officer Reports

The Vice President SHLS update on progress made with the Feel Fab Feb activities and explained that the nominations had been submitted for the Campaigns Award and Liberation and Equality Award in the NUS Scotland Awards 2024. The Vice President SHLS is also working on a submission to the Scottish Charity Awards 2024 and was considering how to demonstrate

impact of the Winter Warmer Campaign and Student Pantry in the nomination. **Action: Vice President SHLS.**

The Vice President GSBS explained that the outcome of the Quality Enhancement and Standards Review (QESR) was discussed at SAGE and was working with the University on the Student Quick Guide Project.

The Student President has been working with the University on how they can improve international student recruitment and pre-induction. He noted there is currently recruitment number issues and increasing bad student debt for the University.

4. Regulated Lobbying

There was no Regulated Lobbying to report.

5. Minutes of the Executive Committee on 20th February 2024

The Chair called for a vote to approve the minutes of the meeting of the Executive Committee on 20th February 2024. **Vote: For 3; Against: 0; Abstentions: 0.** The minutes were approved.

6. Matters Arising

The Executive Committee discussed the matters arising outlined within the paper.

7. Life Membership

There were no Life Memberships to consider for approval.

10. A.O.C.B (Emergency Business)

There was no emergency business to discuss.

The meeting ended at 10.04am.

Date of next meeting: Tuesday 19th March 2024 at 9.30am in NH209

EXECUTIVE COMMITTEE MEETING

Minutes of the Executive Committee meeting held on **Tuesday 19th March 2024 at 09:30am** in NH209.

Members:

Chidozie Nwaigwe, Student President (Chair)

Jennifer Abali, Vice President School of Health and Life Sciences (VP SHLS)

Solomon Ajala, Vice President Glasgow School for Business and Society (VP GSBS)

Wilfred Obi, Vice President School of Computing, Engineering and Built Environment (VP SCEBE)

Apologies:

In Attendance:

David Carse, Chief Executive

Sara MacLean, Student Voice Team Leader

Philip Morton, Governance Support Co-ordinator (Clerk)

1. Chair Announcements and Apologies

The Chair welcomed members to the Executive Committee meeting. Agenda item 4 was discussed first due to the attendance of the Student Voice Team Leader.

Vice President GSBS chaired the meeting due to the Student President being unable to attend the meeting until 09:50am.

2. University Meetings

2.1 Students' Association – GCU Executive Board Meeting

Vice President GSBS raised the ability for Master's students to re-sit module coursework and/or an exam that has been failed in Trimester B 2024 as opposed to Trimester C. This includes taking on a short programme of study to improve chance of success. This resolution was brought forward to aid students facing visa implications when awaiting a Trimester C re-sit.

It was noted that this was a strong grassroots student campaign that was brought to the Full Time officers to lobby the university for positive change. It was noted that the Full Time Officers will write a blog and produce communications on the campaign, the work that was done to accomplish this and all relevant details for students to know. **Action: Student President.**

Further to this, it was discussed that the Student President is to take time to itemise campaign wins and work accomplished by the Full Time Officer team to communicate to students via blogs and videos. **Action: Student President.**

2.2 Senate

The Fit to Sit Policy review was noted as it is undergoing further consultation particularly in terms of the two days post submission period and the Full Time Officers lobbying for two working days. This review was due for approval at the previous meeting of Senate but will now be presented in June. The Student President is to contact PVC Education for an update on progress and ensure a handover of information for the Student President elect. **Action: Student President.**

2.3 Senate Standing Committees

Education Committee

The university are striving for consistent conduct across each school for extension requests and asked Vice President GSBS for feedback and experience as a student.

The University have noted that some Fit to Sit applications are being requested as the student had been denied an extension. Automatic extensions were discussed as a method to reduce Fit to Sit applications and allow consistency for all students. It was noted by the Executive Committee that automatic extensions may result in assessment dates moving forward a week to allow for a week automatic extension that does not negatively impact assessment marking.

Staff members on a school level were trained on responsible use of AI by ADLTQ SCEBE. The Student President commented that students should further be trained as well as all staff members to ensure uniformity. It was noted that responsible use of AI has been incorporated into the Students' Association's operational plan for next year with a plan to run an educational campaign on AI, ghost-writing and conduct.

Learning Enhancement Subcommittee

The university are devising a means for all computer systems to allow for information feeds to be presented as a screensaver.

The university have expressed concern over academic rep recruitment in terms of attendance and engagement. It was commented that reps undergo induction and training as well as receiving engagement from the Full Time Officer team. It was noted that the university could contact students through school Deans to encourage attendance and perhaps enquire why engagement is low, whether it is cost of living, in-person meetings, meeting content and incentives to attend for example.

International Committee

Vice President SCEBE commented on student issues with UKVI visa application issues as response times have been too long for students to enrol. It was noted that this is a UK government issue although could be raised for NUS to campaign further.

3. NUS Scotland Conference 2024: Proposed Policy

The Student President is lead delegate for the NUS Scotland conference taking place on 27th and 28th March 2024. The proposed policy areas were outlined, particularly the intricacies of the future of NUS Scotland and the reform to NUS democracy and organising.

It was noted that the Students' Association does not send members to the NUS Liberation conference although was confirmed that Liberation Networks are extremely important to the organisation and that discussions are to be had on how they may be empowered further.

4. General Election Campaign

The Student Voice Team Leader highlighted the NUS campaign for the UK general election to take place in the next academic year. It was noted that NUS are supplying training on voter registration on Thursday 21st March and that it would be beneficial for a Full Time Officer to attend and lead on the campaign. Vice President SCEBE confirmed themselves as lead for the campaign.

It was highlighted that there is a registration period for free voter ID as well as a tool for international students to check eligibility for voting.

An article is to be produced alongside video content and social media posts on the general election campaign including information on voter ID and checking eligibility. **Action: Vice President SCEBE.**

It was added that once the election date is known, that other unions in Glasgow could be contacted to work together on a hustling campaign.

5. Draft Full Time Officer Handover and Induction Plan

An overview of the Draft Full Time officer Handover and Induction Plan was provided and the Full Time Officers were asked to provide feedback based on their previous experience. It was confirmed that the incoming Full Time Officer team had been invited to relevant last meetings as observers such as Executive Committee, Trustee Board and Student Voice.

Vice President GSBS commented that in terms of Full Time Officers working part time over summer, that there was positive cost saving for the Association with little impact on work. The Student President agreed due to the nature of the induction period, although noted the increased pressure of arranging activities and meetings within a shorter timeframe. It was further raised that if there was a possibility for three to four Full Time Officers working part time or if the Student President was to, that this may have a much larger impact particularly on cultivating necessary relationships and networks within both the Students' Association and university staff. Vice President SHLS agreed that although they did not feel pressure working part time, that if they were in their first year as a Full Time Officer, that they may have struggled with learning the new role. Vice President SCEBE explained that they had struggled with the pressure of completing their dissertation whilst working and that the process of learning a new role at this time was difficult to manage.

The Full Time Officers expressed the desire for an increase in GCU London visits to ensure that students feel engaged, part of the GCU community and for their voices to be heard. In addition to this, it was noted that some student unions offer external support for work-life beyond their role. Other unions could be approached to work together to support Full Time Officer teams beyond their term.

6. Full Time Officer Reports

Vice President SHLS confirmed that the Students' Association had been shortlisted for the campaigns category of the NUS Scotland Awards.

7. Regulated Lobbying

There was no Regulated Lobbying to report.

Minutes of the Executive Committee 05th March 2024

The Chair called for a vote to approve the Executive Committee 05th March 2024.

Vote: For 4; Against: 0; Abstentions: 0.

The Executive Committee 05th March 2024 were approved.

8. Matters Arising

The Executive Committee discussed the matters arising outlined within the paper.

9. Life Membership

The Chair called for a vote to approve the Life Membership.

Vote: For 4; Against: 0; Abstentions: 0.

The Life Membership was approved.

10. A.O.C.B (Emergency Business)

The Student President highlighted the Race Equality Charter document for completion and future meeting with all Full Time Officers to be present. It was asked for clarification on the expectations of the Students' Association involvement and if the Black or Minority Ethnic Officer could be utilised in meetings as well as a Full Time Officer representative. Vice President SHLS is to schedule a meeting with Tabitha and the Student Voice Team Leader to discuss these expectations. **Action: Vice President SHLS.**

It was noted that GCU will be electing a new Chair of Court through an election process that students and staff are welcome to vote in. The university have stated that they will ensure a student friendly campaign to increase engagement.

The meeting ended at 11:30am

Date of next meeting: Tuesday 02nd April 2024, from 09:30am-11:30am, in NH209