

Minutes of the 1st Caledonian Student Voice of session 2017/18

Meeting held on Monday, 23 October 2017, in NH208, at 5.00pm.

1. Sign In:

Present:

Jonnie England (JE, Chair); Kevin Campbell (SP); Chris Daisley (VP SEBE); Rachel Simpson (VP GSBS); Alan Adamson (AA); Neil Alexander (NA); Jennifer Broadhurst (JB); Amy Byrne (AB); Susan Docherty (SD); Tom Jarvis (TJ); Maja Jørgensen (MJ); Umair Maqsood (UM); Megan McSharry (MMcS); Declan McGallagly (DMcG); Brendan Owen (BO); Caitlin Reid (CR); Callum Smith (CS); John Templeton (JT).

Absent: Lauren Aitken (LA); Idris Akormadu (IA); Temilove Fakunle (TF); Raven Hingley (RF); Fraser Knight (FK); Victory Nwabu-ekoma(VN); Alexander Radoescu(AR); Robbie Stewart (RS); Aimee Watson (AW); Ross Wilson (RW).

Apologies: Yetunde Ogendgbe (VP SHLS); Lynzie Brown (LB).

In attendance: David Carse (Chief Executive); Caroline Miller (Representation and Advice Manager); Kathryn Collins (Clerk).

Members who were absent without apologies have received an automatic caution from Student Voice. Any member who receives two cautions will automatically face a vote of no confidence at which members of Student Voice may decide to remove them from their position.

1. Welcome

- 1.1 The meeting started at 5.05pm. The Chair (Jonnie England) welcomed all members to the first meeting of Student Voice for 2017/18. Members were asked to ensure they had signed in and taken a voting card to use when speaking. Members were reminded of what conduct is acceptable during the meeting.

2. Previous Minutes

- 2.1 The Chair invited members to consider the minutes of the previous Student Voice meeting held on 20th March 2017. The Chair called for a vote to approve the minutes of the meeting of the Caledonian Student Voice held on Monday 20th March 2017. Only seven members were present at the previous meeting and eligible to vote. **Vote: For: 6; Against: 0; Abstention: 1.** The previous Student Voice minutes from 20th March 2017 were approved.

3. Matters Arising

3.1 Previous Student Minutes

The Clerk confirmed that she had checked her notes and confirmed with another colleague present that the previous minutes were accurate in regards to a vote. This matter was resolved.

3.2 Revised Edit and Radio Caley Policy

The Edit Committee and Radio Caley are proposing several changes to their separate policies and will bring back their policies as a tracked changed document when it is ready. This matter is resolved.

3.3 **Freshers Terms of Reference**

The Freshers Terms of Reference was approved by the Executive Committee. No further work is planned on this matter. This matter is resolved.

3.4 **GCU Branded Clothing**

There is no update at this time. The Student President and the VP SEBE will take forward this item. This matter is ongoing.

3.5 **Advertisement Boards within GCU Students' Association Toilets**

The VP GSBS reported that clubs, societies and sports clubs can use the advertisement boards located within the toilets in the Students' Association Building, where they have not already been filled. This matter is resolved.

3.6 **Survey to explore Nursing Subjects**

The Student President advised that he felt there was no need for a separate nursing survey as similar questions are included within the undergraduate GCU Experience Survey. BO asked the Student President to explain what the survey includes and whether the data is then available to the academic schools. The SP then explained how the GCU Experience Survey works and that the academic schools will receive all the data from the survey. There were no further questions. This matter is resolved.

4. **Affiliations**

The following newly affiliated society, SAMH (Scottish Association for Mental Health) Society, is required to be ratified by Student Voice. The Chair called a vote to approve the SAMH Society. **Vote: For: 17; Against: 0; Abstention: 1.** The SAMH (Scottish Association for Mental Health) Society was approved.

5. **Updated By-Laws**

The Chair explained that the By-Laws have been revised based on previous Ideas submitted. Including:

- Postgraduate Taught School Officers membership to Student Voice.
- Ethnic Minority Students' Group – change of name.
- Students Trustees Term – appointed for a term of up to two years.

There were no comments or questions raised. The Chair called a vote to approve the By-Laws. **Vote: For: 17; Against: 0; Abstention: 1.** The By-Laws were approved. [Clerks Note: The updated By-Laws are available from www.GCUstudents.co.uk/keyinformation].

6. **External Affiliations**

The Student President presented the External Affiliations paper and said that Section 22 of the 1994 Education Act requires the Students' Association to present the current list of affiliations for approval by members annually. This included the National Union of Students (NUS), British Universities and College Sports, Scottish Student Sport and National Nightline Association. The paper outlined the actual costs of 2016/17 and the anticipated costs for 2017/18. The Student President explained that NUS National Conference 2017 approved a new affiliation model. It was also noted that the annual affiliations are included within the annual accounts.

There were no comments or questions raised. The Chair called a vote to approve the External Affiliations. **Vote: For: 17; Against: 0; Abstention: 1.** The External Affiliations were approved.

7. Reports

- 7.1 The Chair asked the Full Time Officers to provide a brief two minute verbal summary of their submitted written reports.
- 7.2 NA asked about the report from the VP SHLS and how Student Voice members were to approve her report when she is not present. It was clarified that the report could be approved without the Officer being present. The Chair then discussed having members vote on the three Full Time Officer reports excluding the report from the VP SHLS. It was agreed that the VP SHLS should provide an update at the next meeting on her report. **Action: VP SHLS.**
- 7.3 The Chair invited members to take a vote to decide whether to approve three Full Time Officer Reports excluding the report from the VP SHLS who was not present at the meeting. **Vote: For: 14; Against: 0; Abstentions: 4.** The three Full Time Officer reports from the Student President, VP GSBS and the VP SEBE were approved.

8. Student Voice Officers Reports

The Student Voice Officers were invited by the Chair to provide a brief verbal update.

Mature and Part-Time Students' Officer

- The first meeting was held on Thursday.
- A leaflet for mature students is being created and dates for events are being scheduled.

Ethical & Environmental Officer

- Had a meeting to discuss maintaining the Green Impact Award and about taking part in the Big Green Survey this year.

Societies Council Chair

- Met twice this trimester and decided on their objectives.
- The SAMH (Scottish Association for Mental Health) Society was approved.
- A social event is being planned for November/December.
- Agreed and implemented the model for Dragons' Den system. Four applications have been received so far.

Magazine Editor

- Produced the Freshers Edition of The Edit.
- Funding has been secured from Re:Union Bar and Grill.
- The Edit has a new space on level 2.

Radio Station Manager

- Working on getting Radio Caley broadcast in the Re:Union Bar and Grill.
- Expanded the number of Radio Caley volunteers.
- Radio Caley broadcasting timetable is very busy and going exceptionally well.
- Fundraised most of the money needed for Radio Caley.

Engineering Officer

- Helping support the VP SEBE with activities.
- IT issues have improved but have not been resolved. Liaising with the Head of Department to improve experience with ongoing issues.

Life Sciences Officer

- Helping to support the VP SHLS.
- Attended the first School Board meeting where the NUS Report was discussed.
- Awaiting Class Representatives list.

Nursing and Community Health Officer

- Had a meeting with Head of Department and Programme Lead and spoke about NSS.
- Meeting the Programme Lead tomorrow. Regular meetings are scheduled.
- Meeting room booked for Class Representative meetings and once the lists are out can begin emailing contacts.
- Student Staff Consultative Group (SSCG) meeting on 1st November.

9. Student Voice Elections

Elections took place for the following positions below. Brendan Owen put his name forward for the position of Deputy Chair of Student Voice. Jen Broadhurst put forward her name for the research place on Senate. The Chair called for a vote for each place and the results are as follows:

- Deputy Chair of Student Voice – Brendan Owen. **Vote: For: 15; Against: 0; Abstention: 2.**
- Research place on Senate – Jen Broadhurst. **Vote: For: 15; Against: 0; Abstention: 2.**

10. Full Time Officers Team and Individual Objectives 2017/18

- 10.1 At this point in the meeting four videos were shown in relation to each of the Full Time Officers Individual Objectives.

Student President - www.gcustudents.co.uk/articles/student-president-objectives-2017-18

Vice President SEBE - www.gcustudents.co.uk/articles/vice-president-sebe-objectives-2017-18

Vice President SHLS - www.gcustudents.co.uk/articles/vice-president-shls-objectives-2017-18

Vice President GSBS - www.gcustudents.co.uk/articles/vice-president-gsbs-objectives-2017-18

- 10.2 The Student President gave some background for each of the three Full Time Officer Team Objectives and informed members that the Team and Individual Objectives 2017/18 align to The Bigger Plan 202 (strategic plan). NA questioned whether Student Voice could approve the Individual Objectives from the VP SHLS when she is not present to give an update. The Chair asked for members to vote on only three of Full Time Officer Individual Objectives 2017/18 excluding the VP SHLS. The VP SHLS can give an update at the next meeting. **Action: VP SHLS.**

- 10.3 The Chair invited members to take a vote to decide whether to approve the Full Time Officer Individual Objectives 2017/18 for three of the Full Time Officers excluding the VP SHLS. **Vote: For: 14; Against: 0; Abstention: 4.** The Full Time Officer Individual Objectives 2017/18 for the Student President, VP GSBS and the VP SEBE were approved.

- 10.4 The Chair invited members to take a vote to decide whether to approve the Full Time Officer Team Objectives 2017/18. **Vote: For: 14; Against: 0; Abstention: 4.** The Team Objectives for 2017/18 were approved.

11. Ideas

The Chair presented one idea which is eligible for discussion at Student Voice.

Idea: An agreement of areas in the university where posters and flyers are allowed or not allowed by Sarah Helen Zycinski, submitted 8th November 2016. It was noted that the person who submitted the idea has left GCU. The Chair said that anyone can come forward to speak for the Idea. The Student President came forward and said that he saw the potential in having something in writing to clarify around the rules and regulations for posters being put up around the university and where the notice boards are located on campus. It was noted by a member that there is already a section about posters and the locations of the notice boards on campus. [Clerks note: www.GCUstudents.co.uk/promotingyourclub]. All affiliated clubs or societies or groups must ensure that the GCU Students' Association logo and our charity number are on all their posters and printed materials put on the noticeboards. The VP GSBS added that she will circulate an email to sports clubs, societies and groups with the link to information about posters. **Action: VP GSBS.** The Chair called for a vote to close the Idea relating to posters and flyers. **Vote: For: 17; Against: 0; Abstention: 1.**

12. **Standing Orders**

The Chair presented the Standing Orders and explained any Idea (otherwise known as Motion) passed becomes the policy of GCU Students' Association for five years unless overturned by a future Idea. He added that after five years the policy would lapse until brought forward as a new Idea. The Chair advised that Ideas from 2012/13 are no longer policy unless a member brings forward a new Idea. It was noted by members that the Standing Policy for limit the number of bake sales to one per academic year had been operationally implemented and would remain in place even though it was no longer policy. Jen Broadhurst (JB) asked about GCU Students' Association 'twinning' with the University of Bethlehem Student Senate and if there was still a Palestine Society. It was clarified that this society no longer existed and that due diligence would be required before proceeding with this Idea.

13. **Audited Accounts**

The Student President presented the draft Audited Accounts for 2016/17 for discussion. The Students' Association External Auditors, Wylie & Bisset LLP, have completed the annual audit of the Students' Association Accounts 2016/17 (31st July 2017). The annual report from the Trustee Board is included within the audited accounts. The total income from all sources was £769,662 (2016; £797,972). The Students' Association has continued to benefit from the recognition and support from the University, with £643,500 funding from Glasgow Caledonian University. In addition the Students' Association generated £126,162 income. The total expenditure was £763,360 (2016; £795,938). The surplus for the year was £6,302 (2016; £2,036). £2,500 was transferred to the General Reserves, in line with our Reserves Policy, and the remainder to the Development Reserve. A total of £91,466 was retained within the reserve accounts (2016, £85,164). The accounts have been submitted to the GCU Finance and General Purposes Meeting (GCU Court Sub Committee) on 16th October 2017 for information and will subsequently be approved by the Trustee Board. NA asked why the staff role changes were not detailed in the Audited Accounts. The Student President explained that he had to be cautious in how he responded to stay within the Staff/Student Protocol. He explained that the Trustee Board were responsible for making decisions about resourcing within the Students' Association but that he was willing to speak separately to any interested members out with this meeting.

14. **The Bigger Plan Year 1 Update Paper**

The Student President presented The Bigger Plan Year 1 Update Paper and discussed the progress made within Year 1 of the Bigger Plan 2020. The report outlined progress made towards the Key Performance Indicators (KPIs) and Big Actions, that are ambitious in order to stretch the organisation. He explained that a summary of other performance is outlined within the annual report section of the Audited Accounts 2016/17.

NA said given the under-performance of the Marketing and Communication KPIs when would the Communications Steering Group be meeting. The Chief Executive explained that the Communications Steering Group was a Working Group and was not required to constitutionally meet. He explained he would raise this feedback with relevant individuals. [Clerks Note: The Chief Executive wrote to Student President on 25th October 2017 to remind him that the Student President was the Policy Lead for Marketing and Communications and the Chair of the Communications Steering Group and asked him to contact NA]. **Action: Student President.**

15. **Full Time Officer Model Review**

The Student President presented the Full Time Officer Model Review carried out by Lucidity Solutions and gave some background on the paper. In 2014, Student Voice voted to change our Full Time Officer model and how our Full Time Officers are elected. At the time that the new process was approved, it was agreed that it would be reviewed after three election cycles, the third of which was completed in March 2017. The Review demonstrates that the new structure is working well, and has continued to cement the partnership between the Students' Association and the University. Students felt well represented overall and were satisfied with the model. Recommendations are included in the report. The Student President said the report was endorsed by the Trustee Board and circulated to stakeholders. There was a consensus from Student Voice to endorse the paper.

16. **National Student Survey (NSS) 2017**

The VP SEBE presented the NSS paper and gave some background to the NSS Survey which asks undergraduate students 27 questions, relating to 8 aspects of their learning experience. The 2017 survey had substantial changes and the students' association question was also changed from "I am satisfied with the Students' Union (Association or Guild) at my institution" (question 23) to "The students' union (association or guild) effectively represents students' academic interests" (question 26). Research has been carried out by 18 diverse unions with over 17,000 responses on question 26 which suggested that students do not understand the new question. The VP SEBE stated that our score was down this year and we were in 10th place for the ranking of Scottish Universities, whereby previously we were in 6th place. Members discussed what was meant by 'academic interests' to them. Discussions also focussed on what the impact of the NSS results means for the Students' Association in terms of reputation, politically and financially.

Jen Broadhurst left the meeting at 6.35pm.

17. **NUS Delegation and Full Time Officer Election Timetables 2017/18**

Student Voice members noted the Elections Timetable 2017/18 and timescales for the NUS Conference Delegation and Full Time Officer elections.

18. **Trustee Board Minutes**

Student Voice members noted the Trustee Board Minutes from the last meeting held on 22nd May 2017. NA enquired about the May Trustee Board Minutes not being on the website. This was checked online at the meeting and confirmed that the May Trustee Board Minutes had been uploaded on the website.

19. **Quality Students' Unions Report**

The Student President discussed the Quality Students' Unions report which confirms that the Students' Association have moved from Good to Very Good and we have therefore met this Big Action within the Bigger Plan 2020. The Chair thanked those involved in and the level of work put in. Student Voice members noted the Quality Students' Union report.

20. **Any Other Business**

TJ presented an Emergency Idea in relation to Radio Caley being able to broadcast in the Re:Union Bar and Grill. The Student President responded that the main barrier to Radio Caley not being able to play their music in the bar was due to the discussions around the installation of SUBTV, which is a 24/7 music channel specifically for the student market. It was noted that any decision would be made by BaxterStorey. Discussions took place about the pros and cons for having SUBTV and the Chair decided to defer the Idea until the next Student Voice meeting and an indicative informal vote of support for the Idea was noted from the members. **Vote: For: 16; Against: 0; Abstention: 1.** [Clerks Note: More information about SUBTV is available from <http://www.sub.tv/about>].

The Chair thanked all members of Student Voice for their attendance.

The meeting was concluded at 6.55 pm.

Minutes of the 2nd Caledonian Student Voice of session 2017/18

Meeting held on Monday, 27th November 2017, in NH208, at 5.00pm.

1. Sign In:

Present:

Jonnie England (JE, Chair); Kevin Campbell (SP); Chris Daisley (VP SEBE); Rachel Simpson (VP GSBS); Yetunde Ogendgbe (VP SHLS); Neil Alexander (NA); Kristin Bouma (KB); Lynzie Brown (LB); Amy Byrne (AB); Hannah Carmichael (HC); Maura Daly (MD); Susan Docherty (SD); Rachel Hewitt (RH); Raven Hingley (RH); Tom Jarvis (TJ); Maja Jørgensen (MJ); Sennan Mattar (SM); Declan McGallagly (DMcG); Alexandra Radoescu (AR); Tasmin Ross (TR); Robbie Stewart (RS); John Templeton (JT); Aimee Watson (AW); Ross Wilson (RW).

Absent: Lauren Aitken (LA); Olubunmi Ajayi (OA); Idris Akormadu (IA); Temiloye Fakunle (TF); Fraser Knight (FK); Unmair Maqsood (UM).

Apologies: Alan Adamson (AA); Jennifer Broadhurst (JB); Victory Nwabu-ekeoma (VN); Brendan Owen (BO); Caitlin Reid (CR); Callum Smith (CS); Keir Thomson (KT).

In attendance: David Carse (Chief Executive); Caroline Miller (Representation and Advice Manager); Kathryn Collins (Clerk).

Observer: Pelumi Daniel (attended on behalf of Victory Nwabu-ekeoma)

Members who were absent without apologies have received an automatic caution from Student Voice. Any member who receives two cautions will automatically face a vote of no confidence at which members of Student Voice may decide to remove them from their position.

1. Welcome

- 1.1 The meeting started at 5.00pm. The Chair (Jonnie England) welcomed all members to the second meeting of Student Voice for 2017/18. Members were asked to ensure they had signed in and taken a voting card to use when speaking. Observers were informed that they are not eligible to vote. Members were reminded of what conduct is acceptable during the meeting.
- 1.2 The Chair informed members that after the meeting all members have been invited to one free drink at the RE: Union Bar & Grill on behalf of the Students' Association. The Chair added that the Disney Society would be holding a quiz night at 7pm and all are welcome.
- 1.3 The Chair introduced a short video Equality and Diversity and Staff Protocol which was shown to members.

2. Previous Minutes

- 2.1 The Chair invited members to consider the minutes of the previous Student Voice meeting held on 23rd October 2017. The Chair called for a vote to approve the minutes of the meeting of the Caledonian Student Voice held on Monday, 23rd October 2017. The Chair added that only those members that were present at the previous meeting would be eligible to vote. **Vote: For: 12; Against: 0; Abstention: 0.** The previous Student Voice minutes from 23rd October 2017 were approved.

3. **Matters Arising**

3.1 **GCU Branded Clothing**

The VP SEBE said he still had to speak to the Sports Council on this matter. This matter is ongoing.

3.2 **VP SHLS – Full Time Officer Student Voice Report**

The VP SHLS produced her Full Time Officer Student Voice report to members for their approval and no questions were asked by members. The Chair invited members to take a vote to decide whether to approve the Full Time Officer Student Voice report from the VP SHLS. **Vote: For: 15; Against: 1; Abstention: 3.** The Full Time Officer Student Voice report from the VP SHLS was approved. This matter is resolved.

3.3 **VP SHLS – Individual Objectives**

The VP SHLS produced her Individual Objectives for Student Voice members for their approval and no questions were asked by members. The Chair invited members to take a vote to decide whether to approve the Individual Objectives for the VP SHLS. **Vote: For: 19; Against: 0; Abstention: 1.** The Individual Objectives from the VP SHLS were approved. This matter is resolved.

3.4 **Information about posters**

The VP GSBS said that an email with a link to information about posters and the locations of the notice boards on campus had been sent out via the newsletters for sports and societies. A link had also been put on Facebook and on the website. This matter is resolved.

3.5 **Communications Steering Group**

The Student President said he was in contact with the Neil Alexander to discuss the frequency of the Communications Steering Group next week. This matter is resolved.

4. **Minutes of Student Voice Committees**

The Chair apologised and explained that at the last meeting the previous minutes of Student Voice Sub Committees had not been approved hence why there were so many minutes to approve. No questions were asked. The Chair called for a vote to approve the previous minutes of Student Voice Sub Committees. **Vote: For: 21; Against: 0; Abstention: 2.** The previous minutes of all the Student Voice Sub Committees were approved.

5. **Affiliations**

The Chair informed members of the following new societies that have affiliated with the Students' Association:

- African Caribbean Society
- Amnesty International Society
- Drawing Society
- GCU Ethical Hacking Society
- GCU Emergency Care Society
- Overwatch Society
- Vegan Society.

NA asked how the Overwatch Society fits in with the Gaming Society. The Chair responded that the Overwatch Society is independent and acts as an esports team. The Chair called for a vote to approve all the affiliations via one vote. **Vote: For: 21; Against: 0; Abstention: 2.** All the new societies affiliated with the Students' Association were approved.

6. Election Rules

The Chair introduced the paper on the Election Rules. The Chair explained that the Election Rules are annually revised and discussed what the key changes proposed are, which include: to change Student Bistro to Re:Union Bar & Grill; and to add in expenses for NUS Delegation Expenses. NA asked how elections campaigning works within the Re:Union Bar & Grill as previously the Student Bistro would let students running in the elections put up posters and banners. The Student President said that he didn't think there would be an issue with putting up posters and banners. However, this would next to be explored in relation to rules within the bar prior to the elections. The Chair called a vote to approve the Election Rules 2018. **Vote: For: 19; Against: 0; Abstention: 2.** The Election Rules 2018 were approved.

7. Elections Committee

The Chair explained that the Student Voice Returning Officer (Vice Chair) was not present at the meeting and so therefore he would invite members to stand for the vacant positions on the Elections Committee. The Chair discussed the responsibilities of the Elections Committee and that no member of the Elections Committee can take part in the Full Time Officers elections as a candidate, agent or campaigner. The Chair invited five members to put themselves forward for the Election Committee. JT; D McG and AW put themselves forward. The Chair congratulated all three on their places on the Elections Committee and informed them they will be contacted shortly by the Students' Association.

8. Reports

- 8.1 The Chair asked the Full Time Officers to provide a brief two minute verbal summary of their submitted written reports.
- 8.2 For the report submitted by the VP SEBE, RH asked if the VP SEBE had spoken to the Graduate School as per his objective around exploring the start dates of research students at GCU and bringing the PG induction into align with the start date of the rest of the student body and the VP SEBE said that he had spoken with the Graduate School.
- 8.3 For the report submitted by the Student President, RS suggested inviting along the Sports Council Chair and the Societies Council Chair to the meeting when the Student President meets with the with the new General Manager of Baxterstorey next week. The Student President agreed that this was a good idea for them to join the meeting and an invite would be sent out to the relevant parties. **Action: Student President.**
- 8.4 The Chair invited members to take a vote to decide whether to approve the Full Time Officer Reports. **Vote: For: 16; Against: 0; Abstentions: 6.** The Full Time Officer Reports were approved.

9. Student Voice Officers Reports

The Student Voice Officers were invited by the Chair to provide a brief verbal update.

Womens' Officer

- Have been holding meetings.
- Trying to get higher engagement for #FreePeriods Campaign.
- Doing collaborative work around Glasgow with the #FreePeriods Campaign.

Mature and Part-Time Students' Officer

- Planning events in May next year.

- A Facebook page has been set up.
- An event has been planned for 7th December in the Re:Union Bar & Grill.
- New leaflet for mature students.
- Film showing for mature students.
- Working on an Easter Egg Hunt in Murdoch Park to help homeless children.

SHLS Research Student Lead

The SHLS Research Student Lead explained that she had just been elected into post and through her induction.

- Plans to meet with the three department heads and advise a strategy.
- Reviewing the programme tomorrow.

SEBE Research Student Lead

The SEBE Research Student Lead said they had received their induction a week ago.

- Gave feedback on the postgraduate Christmas lunch.

GSBS PGT Student Representative

The GSBS PGT Student Representative said they were elected last week.

- Arranging to meet all the Class Representatives.
- Supporting the Full Time Officers.

GSBS Research Student Lead

- There is a lot of support for research work.
- Postgraduate part-time students are not exempt from council tax. GSBS Research Student Lead asked if this could be looked into for the students as this was causing concern for them.

Sports Council Chair

- Unified GCU Sports with GCU Wolves which has been successfully integrated.
- New Sports Strategy and funding model and wolf branding.
- Highest ever number of members so far at 710. Looking to have 1,000 by the end of the year.
- Sponsorship with Ease Nutrition which was founded by a former GCU member of the Basketball Club.
- Looking at merchandising and branding guidelines.
- Focus Sport – focussing on up to six sports clubs to help get more aid and this will be developed in trimester 2.
- Working with Bamboo, in relation to the free bottle of alcohol every week, and how fairly it is distributed.
- Working on getting GCU Wolves branding promotion work for Refreshers.
- Looking into Wolves mascot in time for Glasgow Taxis Cup.
- GCU Sports had two articles in The EDIT.

Societies Council Chair

- 7 new societies have been created.
- £110 was given out in the first month of Dragons'Den.
- A stall will be in the Campus Life tomorrow to promote both the GCU Societies Council and affiliated societies.
- Two events are planned for Christmas and January 2018.
- Over 200 people this month alone have joined societies.

Magazine Editor

- Christmas edition of The EDIT will be available next week.
- Editions of The EDIT will now be 32 pages long instead of 28 pages.
- Funding has been secured from Domino's and Baxterstorey.
- New space developed for The EDIT on level 2 of the Students' Association building – come and check it out.
- Social media team helping outreach.
- Student group spotlight.
- Updated The EDIT Policy submitted to Student Voice.

Radio Station Manager

- Radio Caley first issue held on Friday on computer broadcast non-stop.
- A lot of effort to get Away Event organised.
- £1,500 funding secured.
- Getting about £100 from events.
- Getting as many volunteers trained as possible including the VP SHLS. Both the VP SEBE and the VP SHLS have their own shows.
- Radio Caley Policy to follow as work needs to be done on this.

Law Economics, Accountancy and Risk (LEAR) Officer

- Timetabling issues which are affecting childcare for students.
- Timetabling Issues Survey sent out and so far only five responses have been received.
- The LEAR Officer asked for other School Officers if they could please forward the survey out to students.

Business Management (BM) Officer

- Timetabling issues. Not getting timetables in enough time.
- Attended the Academic Rep Gathering.
- Getting Class Representatives involved in their roles.
- Working on setting up a time to meet with Class Representatives to discuss any difficulties they may encounter.

Nursing and Community Health (NCH) Officer

- Engaging with Class Representatives.
- Dedicated Facebook page set up.
- Three meetings with Programme Lead.
- Meet new Head of Department for Nursing and Community Health. Date of second meeting to be scheduled.
- Facebook events on page.

The Chair invited members to take a vote to decide whether to approve Student Voice Officer Reports **Vote: For: 22; Against: 0; Abstentions: 1.** The Student Voice Officer Reports were approved.

10. Ideas

The Chair presented five ideas which are eligible for discussion at Student Voice.

10.1 Idea: Radio Caley to be played in the Re:Union Bar (by Tom Jarvis – 16th October 2017)

For Radio Caley to be played in the Re:Union Bar because it will massively increase the station's value in terms of metrics. The number of listeners will substantially increase as well as the reach to students who may not have searched for Radio Caley independently. The increased volume of listeners and audience means adverts are more valuable meaning Radio Caley are less dependent on the Students' Association. Members discussed what the bar are currently doing for playing music, what the bar are suggesting, and what license the bar has for playing music. From discussions, the Chair said two issues had arisen with two action points which relate to the music played in the bar and the license that the bar has. The Student President said he would be meeting with the General Manager of Baxterstorey next week. The Chair called for the first vote, for the Student President to have discussions with the General Manager on Radio Caley being played in the bar. **Vote: For: 21; Against: 0; Abstention: 2.** The Chair called for the second vote, for the Student President to find out what license Re:Union Bar has. **Vote: For: 21; Against: 0; Abstention: 2.** This Idea was passed.

- 10.2 **Idea: For GCU to provide free pads and tampons (by Emelie Alsheim – 26th October 2017)**
GCU should provide free pads and tampons, for female and male toilets, as this is a large expense for students living on student loans. RS suggested putting free condoms in the toilets. RH responded that the two were not comparable. The VP GSBS added that one of her objectives is to have Sanitary products introduced for free across the GCU Glasgow Campus and she was working on this for a pilot next year. The VP GSBS added that free condoms are available from the Advice Centre. The Chair called for GCU to provide free pads and tampons. **Vote: For: 22; Against: 0; Abstention: 1.** This Idea was passed.

- 10.3 **Idea: Reduce the 5 working day notice for room and equipment bookings (Neil Alexander – 30th October 2017)**
This amount of time is far too long and can prevent student groups from carrying out activities. Bookings such as just taking out a camera should not require a 5 day notice period. Newly proposed timescales were suggested by NA. NA spoke about the current timescales for booking rooms which he said were not helpful for an urgent meeting or booking out the camera. It was noted that Radio Caley would require a 3 or 4 day notice period to arrange with volunteers to set up the PA system. The Student President responded that if Student Voice passed the Idea it would be difficult to manage operationally due to the volume of requests received, as risk assessments are required, and also liaising with the university, for some room bookings and events takes longer. The Student President said that there are parts we can change and parts that can be looked at further. He added that the Trustee Board has the power to overturn the vote if they see fit to do so. The Chair called a vote for the Students' Association to look into the possibility of changing the timeframes with consultation first with the University. **Vote: For: 22; Against: 0; Abstention: 1.** The Reduce the 5 Working Day Notice for room and Equipment Idea was agreed to be explored further.

- 10.4 **Idea: Revision on charging for events (Tom Jarvis – 12th November 2017)**
The student bar has now placed a blanket ban on charging entry to their space meaning societies must now go elsewhere if they want to do an event at a bar. TJ proposed having a minimum person threshold for events. Discussions focussed on the necessity of having clubs and societies charging for events to keep them going. Members discussed having conflicting conversations with Baxterstorey about charging for entry at events. The Student President said he would confirm next week when speaking with the General Manager what the protocol is for charging for entry for events in the Re:Union Bar. The Chair called for a vote for the need for Baxterstorey to revise their no charge policy within the Re:Union Bar and for the Student President to get an answer directly from the General Manager within Baxterstorey. **Vote: For: 22; Against: 0; Abstention: 1**

At 6.25pm the Chair stepped down and the Vice President School of Engineering and Built Environment took up the role of Chair.

10.5 **Idea: Upgrading hand dryers within SA building (Jonnie England – 31st October 2017)**

The current hand dryers within the SA building have low air pressure and take forever to completely dry hands, meaning students will often leave the toilet with wet hands, defeating the purpose of hand dryers. As there are also no paper towels made available, JE feels it is time to upgrade this aspect of the Students' Association facilities. The Chair called for a vote for the Student President to contact Facilities Management to consider replacing the hand dryers in the Students' Association building. **Vote: For: 20; Against: 0; Abstention: 2. Action: Student President.**

At 6.29pm the Vice President School of Engineering and Built Environment stepped down as Chair and the Chair returned.

11. **SAGE Remit**

The VP SEBE introduced the SAGE Remit paper outlining the revised terms of reference for the Education Committee, that has been recently known as SAGE. Members were asked to approve the change replacing the wording under section 3.6.2 of the Bye-Laws, which included the purpose, composition and remit. No questions were asked, no improvements were suggested by any members, and none were against the paper. The Chair called for a vote to approve the SAGE Remit. This paper requires a two 2/3 majority to be approved. **Vote: For: 18; Against: 0; Abstention: 3.** The SAGE Remit was approved.

At 6.32pm the Chair stepped down and the Student President took up the role of Chair.

12. **Student Carers and Care Experienced Students Representation Groups**

The Chair invited the VP GSBS to presented a proposal on the Student Carers and Care Experienced Students Representation groups and talked through the paper and recommendations seeking approval from Student Voice. The VP GSBS said that the Equality and Diversity Committee made clear to her they wanted two individual groups. The two representation groups would be for Care Experienced Students and Student Carers respectively. The Chair asked members if they had any questions; if there were any suggested improvements; if anyone wished to speak against the proposal. JE asked if the groups are similar to NUS liberation groups as he had a similar proposal in March for the creation of a Mental Health Group. The VP GSBS explained that both the groups proposed are not liberation groups but representation groups so they are different and the difference of liberation and representation groups was explained. JE asked the difference between both the new officer titles. The VP GSBS explained that a student carer is a student that provides care and a care experienced student is a student that has been through the care system. The Chair called for a vote to approve the following three points - 1. The creation of a Care Experienced Students group and a Student Carers representation group within the By-Laws, within section 3.6.8. 2. For each group to create a Student Voice Officer, with similar remits to the other Student Voice Officer Remits (outlined in the By-Laws section 3.5). 3. For the Care Experience Students' Officer and Student Carers Students' Officer to become full members of Student Voice and Equality and Diversity Committee. No questions were asked, no improvements were suggested by any members, and none were against the paper. This paper requires a two 2/3 majority to be approved. **Vote: For: 19; Against: 0; Abstention: 1.** The Care Experienced Students and Student Carers representation groups paper was approved.

At 6.39pm the Chair (Student President) stepped down and the Chair returned.

13. **Revised The EDIT Policy**

The Editor discussed the proposed changes to The EDIT policy which he said were more updates to reflect how the magazine runs operationally. The logo and tagline are still to come to Student Voice. No questions were asked, no improvements were suggested by any members, and none were against the paper. The Chair called for a vote to approve The EDIT policy. This paper requires a two 2/3 majority to be approved. **Vote: For: 19; Against: 0; Abstention: 1.** The EDIT policy was approved.

14. **Any Other Business**

14.1 The Editor asked that for the future could the Clerk send out a notification deadline date for when papers/reports are due from all individuals/groups for Student Voice. **Action: Clerk.**

14.2 The Chair thanked all members of Student Voice for their attendance and reminded members that Student Voice members are invited for one free drink in Re:Union Bar & Grill and a chance to network with other members.

The meeting was concluded at 6.45pm.

Minutes of the 3rd Caledonian Student Voice of session 2017/18

Meeting held on Monday, 12th February 2018, in NH208, at 5.00pm.

1. Sign In:

Present:

Jonnie England (JE,Chair); Kevin Campbell (SP); Chris Daisley (VP SEBE); Rachel Simpson (VP GSBS); Yetunde Ogendgbe (VP SHLS); Alan Adamson (AA); Olubunmi Ajayi(OA); Neil Alexander (NA); Amy Byrne (AB); James Chilembwe(JC); Susan Docherty(SD); Raven Hingley(RH); Tom Jarvis(TJ); Maja Jørgensen (MJ); Charlie Kelly (CK); Declan McGallagly (DMcG); Brendan Owen (BO); Alexandra Radoescu(AR); Tamsin Ross (TS); Callum Smith (CS); John Templeton(JT).

Absent: Lauren Aitken(LA); Lauren Baigrie(LB); Hannah Carmichael(HC); Maura Daly(MD); Temilove Fakunle (TF); Rachel Hewitt(RH); Alena Kovina(AK); Umair Maqsood(UM); Senna Mattar(SM); Victory Nwabu-ekeoma(VN); Robert Sandland(RS); Aimee Watson(AW).

Apologies: Kristin Bouma (KB); Jennifer Broadhurst (JB); Lynzie Brown(LB); Fraser Knight (FK); Caitlin Reid (CR); Robbie Stewart(RS); Keri Thomson(KT); Ross Wilson(RW).

In attendance: David Carse (Chief Executive); Caroline Miller (Representation and Advice Manager); Kathryn Collins (Clerk).

Observer: Eilidh Fulton

Members who were absent without apologies have received an automatic caution from Student Voice. Any member who receives two cautions will automatically face a vote of no confidence at which members of Student Voice may decide to remove them from their position.

1. Welcome

- 1.1 The meeting started at 5.00pm. The Chair (Jonnie England) welcomed all members to the third meeting of Student Voice for 2017/18. Members were asked to ensure they had signed in and taken a voting card to use when speaking. Observers were informed that they are not eligible to vote. Members were reminded of what conduct is acceptable during the meeting.
- 1.2 The Chair informed members that after the meeting all members have been invited to one free drink at the RE: Union Bar & Grill on behalf of the Students' Association.
- 1.3 The Chair introduced a short video about Equality and Diversity and Staff Protocol which was shown to members.
- 1.4 The Chair discussed Fraser Knight (FK) , LGBT+ Liberation Officer and Lauren Aitken (LA), Disabled Students' Officer, who have received two cautions due to absence without apologies from two previous meetings. The Chair explained as per the Students' Association By-Laws, any Executive Committee members or Officer who receives two cautions will automatically have a vote of no confidence in them put before the next meeting of Student Voice. Student Voice members will then vote on whether or not this person remains in office.

Due to Fraser Knight (FK) giving his apologies for this meeting, the Chair asked if any members wished to speak on behalf of Fraser Knight before a vote was called. As Executive Champion for

LGBT+ Group, the SP spoke on behalf of FK said that FK had been and was in the process of doing a lot of work for LGBT+ History Month. The SP asked members to consider that FK had been dealing with a lot of work for LGBT+ History Month as well as his own work and to support him. No questions were asked by members. **The Chair called for a vote and asked is there a vote of no confidence in Fraser Knight. Vote: For: 0; Against: 15; Abstention: 3.** The majority of members voted against a vote of no confidence against Fraser Knight.

Due to Lauren Aitken (LA), Disabled Students' Officer, being absent from the meeting, the Chair asked if any members wished to speak on behalf of LA before a vote was called. As Executive Champion for the Disabled Students' Group, the VP SEBE spoke on behalf of LA and said that the Disabled Students' Group had not been as active due to an ongoing issue which he was working through. The VP SEBE asked members to keep this in mind and that a plan of work for the year ahead was being attempted and that there was challenging issues being worked through to be resolved. No questions were asked by members. The Chair called for a vote and asked is there a vote of no confidence in Lauren Aitken. **Vote: For: 0; Against: 15; Abstention: 4.** The majority of members voted against a vote of no confidence against Lauren Aitken.

2. **Previous Minutes**

- 2.1 The Chair invited members to consider the minutes of the previous Student Voice meeting held on 27th November 2017. The Chair called for a vote to approve the minutes of the meeting of the Caledonian Student Voice held on Monday, 27th November 2017. **Vote: For: 12; Against: 0; Abstention: 8.** The previous Student Voice minutes from 27th November 2017 were approved.

3. **Matters Arising**

3.1 **GCU Branded Clothing**

The VP SEBE to speak to the Sports Council about merchandise. This matter has been resolved.

3.2 **Postgraduate Research Students Start Date**

The VP SEBE to update on progress for the alignment of Postgraduate Research Students start date in line with the academic calendar. This matter is resolved.

3.3 **Baxterstorey Meeting**

For the Sports Council Chair and the Societies Council Chair, to attend the meeting, when the Student President meets with the new General Manager of Baxterstorey. The Student President arranged this meeting and therefore the matter is resolved.

3.4 **SUB TV**

The Student President said he would find out more about SUB TV and communicate back to Student Voice. This matter is resolved. The SP explained that he had spoken with the Deputy Vice Chancellor (Strategy), Professor James Miller, about the building license for the Re:Union Bar & Grill premises who said that the University and Students' Association have complete control over the PA systems and that there is no issue with Radio Caley playing the bar area. The SP asked members if they wished Radio Caley to play in the bar area or to have SUB TV and that it was up to Student Voice to debate and decide this. The Chair then called for a vote to have Radio Caley played in the Re:Union Bar & Grill. **Vote: For: 19; Against: 0; Abstention: 2.**

3.5 **Music License in Re:Union Bar & Grill**

The Student President to find out what music license covers the Re:Union Bar and Grill. The SP explained that the Students' Association holds a Performing Right Society (PRS) for Music Limited

license and a Phonographic Performance Limited (PPL) license which covers the Re:Union Bar and Grill. This matter is resolved.

3.6 **Five Day Working Notice (for room and equipment)**

To reduce the 5 Working Day Notice for room and equipment, this was an Idea to be explored further. The Student President explained that the Trustee Board takes the position that the policy remains the same. The matter is resolved.

3.7 **Ticketed Events in Re:Union Bar and Grill**

To establish whether ticketed events are allowed in the Re:Union Bar and Grill and to establish any protocols. The Student President clarified that the license did not prevent ticketed events in a roped off sectioned area within the Re:Union Bar and Grill. This matter is resolved.

3.8 **Replacement Hand Dryers**

The Student President is to liaise with the University on replacement hand dryers. The SP said that a meeting has been arranged to discuss the matter. This matter is resolved.

3.9 **Deadline Date for Student Voice Paper Due**

The Editor asked that in the future could the Clerk send out a notification of the deadline date for when papers/reports are due from all individual/groups for Student Voice. The Clerk sent out an email on 30th January 2018 as a reminder and the date for agenda items was added to the Student Voice page on the website. This matter is resolved.

4. **Minutes of Student Voice Committees**

The Chair called for a vote to approve the previous minutes of Student Voice Sub Committees. **Vote: For: 17; Against: 0; Abstention: 3.** The previous minutes of all the Student Voice Sub Committees were approved.

5. **Affiliations**

The Chair informed members of the following new societies that have affiliated with the Students' Association:

- Cricket Club
- Korean Culture Society
- Music Society
- Yoga Society
- Social Scientists Society

The Chair called for a vote to approve all the affiliations via one vote. **Vote: For: 20; Against: 0; Abstention: 1.** All the new societies affiliated with the Students' Association were approved.

6. **Full Time Officer Start Date**

The SP introduced the paper on the Full Time Officer Start Date and explained that it is proposed to change the start date to the first Monday of the first week of June until the last Friday in the last week in May annually. This would again be preceded with a two week paid Handover. The proposal was endorsed by the Executive Committee on 21st November 2017. Currently the By-Laws outline the start date for the Full Time Officers, Section 2.1, says "The term of office for the Executive Committee is the first Monday in the third week in June until the last Friday in the second week in June annually". This is currently preceded with a two week paid Handover. The SP said that there would be no gap between being elected as a Full Time Officer and that the new start date fits in better with the academic calendar. The Chair called for a vote to approve the change to the following section of the By-Laws and to remove "The term of office for the

Executive Committee is the first Monday in the third week in June until the last Friday in the second week in June annually” and to replace with “The term of office for the Executive Committee is the first Monday in the first week in June until the last Friday in the last week in May annually. **Vote: For: 19; Against: 0; Abstention: 1.** The Full Time Officer new start date was approved.

At 5.30pm the Chair stepped down and the Vice Chair took over.

7. **Elections Committee**

BO, the Student Voice Returning Officer (Vice Chair), discussed the responsibilities of the Elections Committee and that no member of the Elections Committee can take part in the Full Time Officers elections as a candidate, agent or campaigner. The Student Voice Returning Officer invited two members to put themselves forward for the Election Committee. No members put themselves forward.

8. **NUS Scotland Conference Delegate**

Bo, the Student Voice Returning Officer (Vice Chair), explained the purpose the NUS Scotland Conference and that there is two places for women available. The NUS Scotland Conference will be held on 15th and 16th March at the DoubleTree by Hilton Dunblane and all travel expenses are provided. The Chair invited two members (women only) to put themselves forward. MJ and OA put their names forward. MJ added that she be happy to attend the conference but would need to double check the dates before confirming her attendance. Members congratulated MJ and OA on their NUS delegation places.

At 5.35pm the Vice Chair stepped down and the Chair took over.

9. **Full Time Officer Reports**

- 9.1 The Chair asked the Full Time Officers to provide a brief two minute verbal summary of their submitted written reports. The Chair invited members to take a vote to decide whether to approve the Full Time Officer Reports. **Vote: For: 16; Against: 0; Abstentions: 5.** The Full Time Officer Reports were approved.

10. **Student Voice Officers Reports**

The Student Voice Officers were invited by the Chair to provide a brief verbal update.

Business Management (BM) Officer

- No issues of concern raised and chatting through Facebook groups set up.

CCIS Officer

- Complaints made about the virtual machines for SEBE.
- Working with the Engineering Officer and looking into potentially moving trimester 1 exam dates. A poll has been sent out within SEBE with wide interest received.

Engineering Officer

- Lynda.com rolled out to all engineers, in SEBE, within the three departments.
- Working with the Humanitarian Engineers and Engineers without Borders to get students involved in volunteering.

NCH Officer

- Continuing engagement.

- Had first meeting with new Vice Head of Programme.
- Piloting NES surveys.
- Engaging with Class Representatives.
- Attending first School Board meeting next week.

LS Officer

- Catching up with the Class Representatives after the Christmas break.
- Issue with the Facebook group set up disappearing online.
- Workshops running – LDC passed to Class Representatives to disseminate.
- General meeting for staff in new trimester.

Women's' Officer

- Members meeting to discuss group for the year ahead.
- Focus is on Women's Month and a campaign for Women's Day.
- Campaign on Sexual Health.

Mature and Part-Time Students' Officer

- Age Awareness event in March – involving a blog, video, stall and leaflets.
- West Highland Way Walk event.
- Facebook Group – a lot of students have joined.
- Working on an Easter Egg Hunt in Murdoch Park to help homeless children.

GSBS PGT Student Representative

- Postgraduate students seem happy. Any issues raised have been sorted out by staff straight away.

Sports Council Chair (update by Neil Alexander on behalf of Sports Council Chair)

- 750 members have joined sports clubs! This is the highest number of sports members ever logged.
- Sports Ball will be biggest event yet.
- Teams all doing well.
- New Cricket club.

Magazine Editor

- 50 members have joined the EDIT so far. 66 members are needed to break the record for the number of members!
- For the print edition the deadline is on Friday.

Societies Council Chair

- Had a stall at Refreshers.
- First round of Dragons Den – 6 applications. £300 to societies.
- 700 members for societies and increasing.

Radio Station Manager

- Working on getting Radio Caley played in the Re:Union Bar and Grill.
- Number of members down from last year but solvent and strong.

Ethical & Environmental Officer (VP GSBS on behalf of Ethical & Environmental Officer)

- There is a lot of work taking place around the Green Impact.
- Championing Green Week.

- Environmental Issue Newsletter about reducing and recycling.

No questions were raised from the reports or an item from the reports discussed. The Chair invited members to take a vote to decide whether to approve the Student Voice Officer Reports
Vote: For: 19; Against: 0; Abstentions: 1. The Student Voice Officer Reports were approved.

11. Ideas

The Chair presented 3 Ideas which are eligible for discussion at Student Voice.

11.1 Idea: Nap Pods (by Callum Smith)

With deadlines fast approaching and more and more students practically living on campus, nap pods would be an ideal place for a quick nap and recuperation period. With “self-care” becoming more and more important with students balancing heavy workloads be it university or paid work, nap pods would provide an ideal opportunity for the SA to promote and actually facilitate such policies. Members agreed the nap pods was a good idea but discussed at length the security, health and safety, the nap pods location, the cost of nap pods and the possible inappropriate use of nap pods. CS suggested for a Full Time Officer to do research into the nap pods and any issues of concern. The VP GSBS suggested having a trial first for the Nightline members to use the nap pods to see if they are feasible or not. The Chair called for a vote for the VP GSBS to discuss with the Nightline partners to see if a nap pod pilot is feasible or not and to bring back to the next Student Voice for discussion. **Vote: For: 14; Against: 0; Abstentions: 6.**
Action: VP GSBS.

11.2 Idea: Re-asses the uni wide ban on energy drinks (Thomas Patrick Jarvis)

The Re:Union Bar & Grill recently stopped stocking energy drinks when it came to light that the university didn’t provide them anywhere else on campus. Let’s get the energy drinks back. Extra points if it is only the sugar free variants because sugar intake is a concern, and perhaps even a shift to a diet version of the popular soft drinks, but his is secondary to my main point. The VP GSBS said she was not aware of any ban on campus and that the SP could look into this and to check with catering and the university policies about energy drinks. The Chair called for a vote for the SP, as policy lead for catering, to look into university policy for energy drinks and to re-assess the university wide ban on energy drinks. **Vote: For: 16; Against: 1; Abstentions: 3.**
Action: SP.

11.3 Idea: Reusable takeout containers in the cafeteria (Paula Linnea Hirschganger)

Replace the single use takeout containers in the cafeteria with reusable ones, as shown in the video (starting 3.27). As the proposer was not able to attend the meeting the Chair opened up the Idea to any member to speak about it. The VP GSBS said it was a good idea to replace the takeout containers and to use biodegradable and reusable containers instead. Members were then shown the video from the proposer. Discussions took place around having incentives for using the containers or your own Tupperware and having some sort of points system or credit given to you that is similar to the print credit. The Chair called for a vote to delay the outcome of the Idea until the 4th Student Voice meeting seeing as the proposer was not in attendance. **Vote: For: 10; Against: 8; Abstentions: 2.** **Action: SP.** The Idea was not proposed and will be postponed until the next Student Voice Meeting on 26th March 2018.

*At this point (6.45pm) the Chair called a motion to extend the guillotine by a further 30 minutes and for the meeting to finish at 7.30pm. The Chair called for a vote and asked members if they wished to vote against extending the meeting. **Vote: For: 9; Against: 8; Abstentions: 2.***

12. Ethical and Environmental Committee Remit

The VP GSBS presented the Ethical and Environmental Committee Remit paper and explained that the Ethical and Environmental Committee have never had a remit outlined within the By-Laws. Any changes to the By-Laws require the approval of Student Voice. The VP GSBS explained that it is proposed to add the following remit to section 3.6.7 of the By-Laws. "3.6.7 Ethical and Environmental Committee Composition: Ethical and Environmental Officer (Chair), Vice President, Students from each School. In attendance: Students' Association Staff (Clerk), GCU Sustainability Officer. The remit will include a) Responsible for running campaigns on ethical and environmental issues; b) Support achieving the NUS Green Impact accreditation. c) Develop Students' Association policy on issues relating to ethical and environmental topics, subject to the approval of Student Voice. d) Four statutory meetings will be held throughout the academic sessions; two in each trimester." The Chair called for a vote to approve the Ethical and Environmental Committee remit and for the By-Laws to be updated. **Vote: For: 17; Against: 0; Abstentions: 2.**

13. Scottish Government Student Support Review

The SP presented the Scottish Government Student Support Review paper and discussed the NUS Budget for Better campaign and how members can get involved. In the 2016 Scottish Parliament elections, NUS Scotland effectively campaigned and achieved a review of student support. For over a year, NUS Scotland has been part of the Review Group Board. The independent Student Support Review, "A New Social Contract for Students in Scotland" has now been published. The SP discussed the NUS Scotland briefing which sets out the proposals that are included in the report, and what NUS Scotland is calling for next.

14. Mental Health Partnership Agreement

The VP GSBS presented the Mental Health Partnership Agreement paper and explained that in November 2017 work commenced to establish the first partnership agreement at GCU between the Students' Association and University in regards to student mental health. The agreement is part of a wider NUS and Think Positive initiative which aims to bring students' associations and universities together to work holistically and in collaboration for student mental wellbeing. Although the draft has received student feedback and consultation, Student Voice is asked to read through the proposed agreement in the first draft, and feedback at this stage. The policy has yet to be completed and this should be taken into consideration when reviewing the document and providing feedback. The VP GSBS asked Student Voice to consider and feedback on the Draft Student Mental Health Partnership Agreement and no questions were raised. The VP GSBS explained that the paper will be brought in a final draft to the fourth meeting of Student Voice for approval.

15. Full Time Officer Model – Salford evolution

Due to time constraints this paper was postponed until the next Student Voice meeting.

16. Trustee Board Minutes

Student Voice noted the Trustee Board Minutes.

18. Full Time Officer Elections 2018

Student Voice noted the Full Time Officer Elections 2018 nominations close on Friday, 16th February 2018 at 12 noon.

19. Chair Performance Review

Student Voice noted the Chair Performance Review. The Chair thanked members for their feedback and said he will take on board the comments made.

20. **Honorary Life Members**

Student Voice noted that the nominations for Honorary Life Members close on Friday, 2nd March 2018 at 12 noon.

21. **Honorary Degrees Committee**

The SP informed members that the closing date for receipt of nominations for the Honorary Degrees Committee is Thursday, 15 February 2018. However, the SP asked for any nominations to be forwarded to the SP and to Jonnie England, Honorary Degrees Committee Representative, by Wednesday, 14 February 2018, by 5pm.

22. **Motion to NUS Scotland**

The VP SEBE discussed Motion for the NUS Scotland Conference titled 'You can take our Code but you can NEVER take our Quality'. The VP SEBE discussed the Quality Code Consultation and explained the motion being submitted with recommendations to NUS. The VP SEBE said that within the Scottish sector the Quality Code does not encapsulate the culture.

23. **Radio Caley Policy Document**

TJ, Radio Station Manager, explained that with most other constituted groups observing a deputy role of some sort, the Radio Caley committee see it as fit to introduce their own. TJ talked through the role and description of the Deputy Manager and added that it would be good to have this role in the Radio Station Policy now. The Chair called for a vote to include a Deputy Manager position. **Vote: For: 18; Against: 0; Abstentions: 1.**

24. **Any Other Business**

The Chair thanked all members of Student Voice for their attendance and reminded members that Student Voice members are invited for one free drink in Re:Union Bar & Grill and a chance to network with other members.

The meeting was concluded at 7.02pm.

Minutes of the 4th Caledonian Student Voice of session 2017/18

Meeting held on Monday, 26th March 2018, in NH208, at 5.00pm.

1. Sign In:

Present:

Jonnie England (JE, Chair); Kevin Campbell (SP); Chris Daisley (VP SEBE); Yetunde Ogendgbe (VP SHLS); Alan Adamson (AA); Neil Alexander (NA); Amy Byrne (AB); Hannah Carmichael (HC); Susan Docherty (SD); Emma Duffy (ED); Tom Jarvis (TJ); Maja Jørgensen (MJ); Charlie Kelly (CK); Fraser Knight (FK); Sennan Mattar (SM); Declan McGallagly (DMcG); Brendan Owen (BO); Alexandra Radoescu (AR); Tamsin Ross (TR); Callum Smith (CS); Robbie Stewart (RS); John Templeton (JT); Keir Thomson (KT);

Absent: Olubunmi Ajayi (OA); Lauren Aitken (LA); Lauren Baigrie (LB); Lynzie Brown (LB); James Chilembwe (JC); Temilove Fakunle (TF); Rachel Hewitt (RH); Raven Hingley (RH); Alena Kovina (AK); Umair Maqsood (UM); Victory Nwabu-ekeoma (VN); Caitlin Reid (CR); Robert Sandlan (RS); Aimee Watson (AW).

Apologies: Kristin Bouma (KB); Jennifer Broadhurst (JB); Maura Daly (MD); Rachel Simpson (RS); Ross Wilson (RW).

In attendance: David Carse (Chief Executive); Caroline Miller (Representation and Advice Manager); Kathryn Collins (Clerk).

Observers: Monica Allen; Paula Hirschganger; Annelysse Jorgenson.

Members who were absent without apologies have received an automatic caution from Student Voice. Any member who receives two cautions will automatically face a vote of no confidence at which members of Student Voice may decide to remove them from their position.

1. Welcome

- 1.1 The meeting started at 5.00pm. The Chair (Jonnie England) welcomed all members to the fourth and last meeting of Student Voice for 2017/18. Members were asked to ensure they had signed in and taken a voting card to use when speaking. Observers were informed that they are not eligible to vote. Members were reminded of what conduct is acceptable during the meeting.
- 1.2 The Chair informed members that after the meeting all members have been invited to one free drink at the RE: Union Bar & Grill on behalf of the Students' Association.
- 1.3 The Chair introduced a short video about Equality and Diversity and Staff Protocol which was shown to members.

2. Previous Minutes

- 2.1 The Chair invited members to consider the minutes of the previous Student Voice meeting held on 12th February 2018. The Clerk was asked by the Chair to amend the voting count for the approval of the previous Student Voice minutes as the Chair said he had abstained. **Action: Clerk.** The Chair said that only those present at the previous meeting could vote to approve the minutes of the meeting of the Caledonian Student Voice held on Monday, 12th February 2018.

Vote: For: 15; Against: 0; Abstention: 4. Subject to the amendment notes, the previous Student Voice minutes from 12th February 2018 were approved.

3. **Matters Arising**

3.1 **Replacement Hand Dryers**

The Student President reported that he had contacted the Director of Estates who is looking into this matter and so at this point there was no further update. This matter is ongoing.

3.2 **Nap Pods Research**

The Student President reported back saying that research had been carried out and the cost of the Nap Pods would be of significant financial cost to the University and this money could be used elsewhere. It also raised issues around health and safety, insurance, and whereabouts the Nap Pods would be located on campus. This matter is resolved.

3.3 **Nap Pods Trial for Nightline**

In the absence of the VP GSBS, the VP SEBE said that the trial for the Nap Pods will be raised with the University of Strathclyde Students' Union at the next Nightline Committee meeting in April. This matter is ongoing.

3.4 **Energy drinks to be sold on campus**

The Student President explained that the University took the view to get rid of the energy drinks as supermarkets were doing the same. The Student President has spoken with the Head of Campus Services and campus caterers Baxterstorey who are happy to discuss bringing the energy drinks back. The Student President is currently waiting for a time to meet with Campus Services and Baxterstorey to discuss this. This matter is ongoing.

3.5 **Reusable Takeout Containers**

The Idea for reusable takeout containers to go in the cafeteria has been put back on the agenda to be discussed. This matter is resolved.

4. **Minutes of Student Voice Committees**

The Chair called for a vote to approve the previous minutes of Student Voice Sub Committees.

Vote: For: 21; Against: 0; Abstention: 1. The previous minutes of all the Student Voice Sub Committees were approved.

At 5.10pm the Chair stepped down and the Vice Chair took over.

5. **Elections**

The Vice Chair gave a brief description for the roles listed below and members were invited to put their name forward. The results for each role is listed below.

Students' Association

- Chair of Student Voice (x1) – Brendan Owen
- Student Voice Returning Officer (x1) – Charlie Kelly
- Freshers Committee (x2) – Charlie Kelly and Jonnie England
- Equality and Diversity Committee (x2) – Fraser Knight and Jonnie England

At 5.16pm the Vice Chair stepped down and the Student President took over.

GCU

- Senate Disciplinary Committee (x3) – due to four people putting themselves forward for the three positions, a ballot for this position took place with each candidate giving a one minute speech to why they should be chosen for the role. Members were informed that the results will be revealed the next day for the three Senate Disciplinary Committee positions.

At 5.25pm the Vice Chair stepped down and the Student President took over.

- Senate (x3: International, Research & Open): Maja Jørgensen (International); Research - Senna Mattar - PGR); Open - due to two people putting themselves forward for the Open place on Senate, a ballot for this position took place with each candidate giving a one minute speech to why they should be chosen for the role. Members were informed that the results will be revealed the next day for the Open Place on Senate.
- Learning and Teaching Sub Committee (x1 UG) – Susan Docherty
- Honorary Degrees Committee (x1) – Jonnie England.

At 5.33pm the Vice Chair stepped down and the Chair took over.

6. Full Time Officer Reports

The Chair asked the Full Time Officers to provide a brief one minute verbal summary of their submitted written reports. In relation to the report for the VP SEBE, the VP SEBE was asked to investigate the Teaching Block and the location of people having been moved. The Student President said he had a list from the Director of Estates which has a list of where people are located and he would pass it to the VP SEBE who can send it on to members. **Action: Student President.** The Chair invited members to take a vote to decide whether to approve the Full Time Officer Reports. **Vote: For: 18; Against: 2; Abstentions: 4.** The Full Time Officer Reports were approved.

The Chair was then asked by TJ if the reports could be voted on individually for each Full Time Officer, although the vote has already taken place and approved. This was due to the VP GSBS not being in attendance to support her own report and members felt it was fairer. The VP GSBS could give an update on her report at the next Student Voice meeting next year. **Action: VP GSBS.** The Chair said that the vote could be repealed. The Chair called for a vote to repeal the vote just taken to approve the four Full Time Officer reports. **Vote: For: 17; Against: 1; Abstentions: 4.** The Full Time Officers reports were repealed. The Chair then called for an individual vote for each Full Time Officer report starting with the Student President. The Chair called for a vote to approve the Student President report. **Vote: For: 21; Against: 0; Abstentions: 3.** The Student President Full Time Officer Report was approved. The Chair called for a vote to approve the VP SEBE report. **Vote: For: 21; Against: 0; Abstentions: 3.** The VP SEBE Full Time Officer Report was approved. The Chair called for a vote to approve the VP SHLS. **Vote: For: 7; Against: 2; Abstentions: 15.** The Student President Full Time Officer Report was approved. The Chair asked members to email him any questions/comments in relation to the report for the VP GSBS and he will forward them on. **Action: All Student Voice Members.**

7. Student Voice Officers Reports

The Student Voice Officers who had not already submitted a written report were invited by the Chair to provide a brief verbal update.

GSBS PGT Student Representative

- No issues raised that the GSBS PGT Student Representative had to deal with and any issues that had arisen were solved within the department.

Nursing and Community Health Officer

- Working with Class Representatives.
- Working with Academic Staff.
- Promoting the Teaching Awards.
- School Board Meeting next week.
- Working on future Mental Health Student Conference.

Social Sciences, Media and Journalism Officer

- Promoting the Teaching Awards.

Sports Council Chair

- Working on Sports Policies.
- New merchandise.
- Sports Ball.
- New sports club – GCU Cricket.

Societies Council Chair

- 4th Dragons Den – 15 applications received
- Working on policy update
- Generic branded society props.

Radio Station Manager

- New committee
- Radio Caley playing the Re:Union Bar & Grill 24/7
- Policy change – new role

No questions were raised from the reports or an item from the reports discussed. The Chair invited members to take a vote to decide whether to approve the Student Voice Officer Reports
Vote: For: 22; Against: 0; Abstentions: 1. The Student Voice Officer Reports were approved.

8. Statement on Motion of No Confidence

The Student President read out the statement on the Motion of No Confidence against Yetunde Ogedengbe. Members discussed at length the processes around the Motion of No Confidence and why the elections complaint process is holding up the date of the Extraordinary Student Voice. The Student President answered questions around the procedures of the Motion of No Confidence and explained that the University view it as one candidate against another candidate during an election which is seen as not a fair conduct of the election. The University investigation process includes all the elections complaints having been dealt with and concluded and no timeline has been given. Members enquired about the powers of the Trustee Board to which the Student President explained that Trustee Board has ultimate responsibility to uphold the legality of the Students' Association, under the Education Act 1994. The Student President reiterated that the Trustee Board have agreed to review the process for a Motion of No Confidence in Full Time Officers, in particular to ensure that the gap of provision towards Purdah is addressed. The Student President assured members that they will be kept updated with the process and once the investigation is complete then members will be informed and can decide how they wish to continue with the Vote of No Confidence.

9. Ideas

9.1 Nap Pods (Callum Smith)

As per the Student President's feedback from Matters Arising (point 3.2) it was explained that the Nap Pods were not feasible and Nightline could research this Idea if they wished to. Therefore, the Chair called for a vote to drop the Idea for the Nap Pods. **Vote: For: 22; Against: 0; Abstentions: 2.** The Idea for the Nap Pods was removed from any further discussion by Student Voice.

9.2 Petition for GCU to revise recent white to recycled paper changes in all campus printers (Andrew Grey)

The proposer, Andrew Grey, was not present and therefore the membership discussed the current situation of the paper used in campus printers which is that recycled paper is now acceptable. The Student President added that 99% of submissions from students are now online anyway and there is no stipulation that submissions have to be on paper. Members discussed amending the paper available to bright white recycled paper to be made available in campus printers. The Chair called for a vote to for a vote to pass the introduction of bright white recycled paper to be made available in campus printers and to pass as policy. **Vote: For: 18; Against: 1; Abstentions: 4.**

At 7pm, RS asked for the Revised Sports Policy Document and the Revised Transport Policy Document to be moved on the agenda to be discussed directly after the Ideas. The Chair called for a vote to move the Revised Sports Policy Document to be moved on the agenda to be discussed after the Ideas. **Vote: For: 20; Against: 0; Abstentions: 3.** The Chair called for a vote to move the Revised Transport Policy Document on the agenda to be discussed after the Revised Sports Policy Document. **Vote: For: 19; Against: 1; Abstentions: 2.**

9.3 Set Exams before Christmas (Emelie Elin Cajsa Alsheim)

The proposer, Emelie Elin Cajsa Alsheim, was not present at the meeting but had forwarded on her views on the Idea to the Chair which she had asked to be read out to members. The Chair read out Emelie's views and asked members for their thoughts. The VP SEBE said that a referendum could be called to ask the question next year about setting exams before Christmas. Members discussed having a referendum and a suggestion of having a Yes or No campaign around setting exams before Christmas which would be led by the Executive and supported by students. The Chair called for a vote for the Executive Committee to begin the process to set exams before Christmas with an amendment to the Idea to have a referendum in 2018/19. **Vote: For: 16; Against: 4; Abstentions: 3. Action: Full Time Officers.**

9.4 Reusable Takeout Containers in the cafeteria (Paula Linnea Hirschganger)

The proposer, Paula Linnea Hirschganger talked about her Idea and how to replace the single use takeout containers in the Refectory with reusable containers which will not only help reduce plastic by a significant amount but also save money in the long run and make the campus a cleaner place. Paula talked about changing attitudes and how in some American universities takeout containers in a similar way that library books are checked out and a discount is given if you bring your own container. The Student President suggested that Paula it would be helpful for Paul to speak directly with Baxterstorey. The Chair called for a vote to facilitate reusable take out containers in the Refectory. **Vote: For: 20; Against: 0; Abstentions: 2.**

9.5 **Allow non-native speakers to have a dictionary (Emelie Elin Cajsa Alsheim)**

The proposer, Emelie Elin Cajsa Alsheim, was not present at the meeting but had forwarded on her views on the Idea to the Chair which she had asked to be read out to members. The Chair read out Emelie's views and asked members for their thoughts. The VP SHLS talked about University listening events that took place and the feedback from students. Members discussed having additional support to help non-native speakers with English and for clarification on whether the dictionary would be for their own country or an English dictionary. The Chair called for a vote to allow non-native speakers to have a dictionary made available from the Learning Development Centre (LDC) through application and an amendment made to the Idea for additional support. **Vote: For: 16; Against: 2; Abstentions: 5.**

At 7.10pm, the Chair called for a motion to extend the guillotine. (F:21 A:1 Ab:1). The meeting was extended until 7.30pm.

10. **Sports Policy Document**

NA presented the revised Sports Policy Document saying that it had been updated with minor changes around the new GCU Wolves brand. It was noted that there formatting issues which would need to be addressed. The Chair called for a vote to approve the Sports Club Policy Document subject to formatting being resolved. **Vote: For: 19; Against: 0; Abstentions: 3.** The Sports Club Policy Document will be taken to Trustee Board for approval.

11. **Transport Policy Document**

NA presented the updated Transport Policy Document which has not been updated since November 2013. The renewed Policy brings it up to date with current operations. It was noted that there formatting issues which would need to be addressed including the removal of a phone number for a Breakdown Recovery Service. The Chair called for a vote to approve the revised Transport Policy Document subject to formatting being resolved. **Vote: For: 18; Against: 0; Abstentions: 2.** The Transport Policy Document will be taken to Trustee Board for approval.

12. **Honorary Life Members**

The Executive Committee agreed the following shortlist at its meeting on 20th March 2018. The final six (four student and two external) will then be ratified by Student Voice.

Shortlist:

Students

- Susan Docherty
- Rehaan Atif
- Fraser Knight
- John Templeton

External

- Hazel Brooke MBE
- Kevin Ward

The Chair called for a vote to approve the shortlisted nominations for Honorary Life Members. **Vote: For: 18; Against: 0; Abstentions: 2.**

13. **Revised Radio Caley Policy Document**

TJ presented the revised Radio Station Policy Document and said that amendments and corrections had been made to the Radio Station Policy Document. TJ said that the changes to the

document were all internal changes and procedural and committee related. The Chair called for a vote to approve the Radio Station Policy Document subject formatting being resolved including the removal of all references to the Media Development Group, and the removal sentence within the Radio Caley Volunteer Agreement referring to the email subject heading. The Chair called for a vote to approve the revised Radio Caley Policy Document subject to formatting being resolved. **Vote: For: 19; Against: 0; Abstentions: 1.** The Radio Caley Policy Document will be taken to Trustee Board for approval.

14. **Societies Policy Document**

DMcG presented the Societies Policy Document and said that within the Policy there was a name change for the Societies Council position of Head of Culture, Faith and Liberation Groups to Head of Culture and Faith Societies. The change is proposed to reflect the fact that liberation groups come under the Student Voice function of the Students' Association instead of societies. The Chair called for a vote to approve the Societies Policy Document. **Vote: For: 18; Against: 0; Abstentions: 2.** The Societies Policy Document will be taken to Trustee Board for approval.

15. **Full Time Officer Model – Salford Evolution**

Due to time constraints the Full Time Officer Model – Salford Evolution was not discussed.

The following points were noted for information.

- Update on NUS Scotland Conference
- Full Time Officer and School Officer Remuneration

The Chair thanked all members of Student Voice for their attendance and reminded members that Student Voice members are invited for one free drink in Re:Union Bar & Grill and a chance to network with other members.

The meeting was concluded at 7.30pm.