Committee Title	Student Voice				
Date of Meeting	26th March 2018				
Item Number and Title/Subject	Student Voice Officers Reports				
Paper Presenter	Student Voice Officers				
Brief Summary of Issues/Topic	Student Voice received a written report from each Student Voice Officers once a Trimester.				
Recommendation(s)	Information		Discussion		Approval	X
	Any member can ask a question by raising their voting card and being recognised by the Chair to speak. Student Voice is asked to approve the Student Voice Officers Report.				
Who have you consulted when developing the paper?	Executive Committee				
Staff/Student Protocol Will any decision approved directly affect the work of staff?	Yes		No	X	N/A	
Should the paper be submitted to any other committee following its consideration/approval at this meeting? If yes, please state the committee and proposed date of submission.	No				

Computing, Communication & Interactive Systems School Officer Report

Trimester B – 2017/18 Academic Year

Callum D E Smith

Table of Contents

Article I. Introduction

Having been appointed as School Officer for the Computer, Communications & Interactive Systems (CCIS) department within the School of Engineering and Built Environment (SEBE), I have attended a number of meetings throughout the duration of this role, which I outline in the Meetings section. Please note, this document on references occurrences and meetings in trimester B.

Article II. Module Issues

Section 2.01   Client-side Web Development

I was approached by some students concerned about the delivery of this module, they felt that the revision material for the exam was too outdated and too irrelevant to the subject to be of any use. VP SEBE and I attended various meetings with the programme leader and students to try and resolve this issue, also to gather feedback from as many students as possible. All feedback was then relayed to the module leader.

Section 2.02   Big Data

I was made aware of an investigation into this module, where a lecturer had given out a carbon-copy of the exam paper as revision material. Students were told they were going to have to re-sit the exam, through various meetings, a negotiation was resolved whereby the pass-mark of the exam would be modified so that no student was disadvantaged by a departmental error.

Article III. Meetings

Section 3.01   Student Voice

(a)

(b)   23/10/2017

Attended

(c)   27/11/2017

Apologies submitted

(d)   12/02/2018

Attended

Section 3.02   SEBE School Board

(a)   17/01/18 – Meeting 2

Section 3.03   SAGE

Section 3.04   Other

(a)   07/02/2018 - NSS Meeting

Article IV. Conclusion

I have attended numerous meetings throughout the university and have a number of ongoing projects. If you would like to contact me about anything in this report, please email ccisofficer@GCUstudents.co.uk.

LGBT+ Officer Report

First of all, the LGBT+ Officer would like to apologise formally for their absence from the past three Student Voice meetings, and assures them that the attendance of such meetings will become an absolute priority in the role going forward.

February was **LGBT+ History Month**, and the LGBT+ Group ran a number of very successful events as part of this.

A group discussion was hosted at GCU SA with a number of **older members of the LGBT+ community** about how coming out and living as openly as LGBT+ has changed over the past few decades. From this, it was agreed that while society is more open and accepting, members of the LGBT+ community still face many of the same issues, fears and prejudices today, albeit on a lesser scale.

The group held a joint social with the **Disney Society**, and an **open workshop with local drag queen Marie Juana**, who shared her looks, and inspiration for becoming a drag queen. This was also attended by a number of students from Glasgow University too.

The month was ended with the university's first ever **Glitter Ball**, which was attended by around 65 people – of which, not all identified as LGBT. This was an open event to try and build relations and break down barriers with the wider student population (both at GCU and from Strathclyde and GU). The event, which was hosted by drag queens Ru Jazzle and CJ Banks raised nearly £60 **for LGBT Helpline Scotland** (once all expenses were deducted).

A **joint sub crawl social with Glasgow University** was also arranged, but this was cancelled due to the weather and will be rearranged for another date.

Two members of the committee attended the **NUS UK LGBT+ conference**, and heard upcoming campaigns will cover topics such as the inclusion of disabled LGBT+ students and those in the community of an ethnic minority. The LGBT+ Officer also attended **NUS Scotland Conference** as a delegate, and will be attending the **NUS UK conference** next week.

The **NUS Scotland LGBT+ conference** is at the end of March, and the group will be exploring the option of sending two more delegates to represent GCU SA.

Nominations have now opened for next year's LGBT+ officer and the group committee with elections taking place at the start of April. Current officer (Fraser Knight) will rerun in these elections.

PSWAHS School Officer Report (26/03)

A) Meetings
    a. I attended the SHLS school board meeting (16/02) where the main discussion points were: the new fitness to study policy and the social work degree apprenticeship in GCU London.
    b. I attended the SAGE meeting where the main discussion points were: the new fitness to study policy, FTO updates, summit and the upcoming student election.

B) Involvement
    a. After the SHLS school board meeting in Tri A (6/12/17) it was fed back that the minutes from SSCG meetings had come in a variety of structures and formats (Word/PDF). The SO's and the FTO from the SHLS were asked to design a standardised format for all SSCG minutes. The format has been created and shall be submitted for approval at the next school board meeting.
    b. I have worked closely with the SOs and FTO from the SHLS to start organising the SHLS social event. The event's purpose is to allow students and staff to meet in a less formal setting to support open communication and strengthen the student staff relationship.

C) Correspondence
    a. I have communicated with the other SOs and FTO from the SHLS regarding meetings and decisions about the SHLS social event.
    b. I emailed the PSWAHS class reps encouraging them to engage in the student elections by reading manifestos and explaining how to vote. This email also asked for feedback from them but had a no responses.

For the rest of Tri-B I intend to communicate more with reps and reduce the lack of engagement. From reading other SOs past reports the use of surveys can be effective and arranging face-to-face 'drop in' sessions is something I am considering. This concludes my SO report for student voice (26/03).

SHLS PGR STUDENT LEAD REPORT for STUDENT VOICE MEETING on 26th March 2018

A PGR student lead from SHLS has attended each of the following meetings since the last student voice meeting:

- PGR Lead Network Meetings with the graduate school
- University Research Committee
- Research Degrees Committee (RDC) (plus a pre-meeting for this)
- SHLS Research Committee
- SHLS School Board
- SHLS Tutor meeting
- Meetings to discuss showcasing research within the SHLS Exhibition Space

Additionally we have met as a team to discuss how to be most effective. We've received the Postgraduate Research Experience Survey (PRES) reports and we are working in conjunction with both the graduate school and the HLS PGR tutors to address any issues arising from the reports.

Separate to this, the SHLS student leads are hosting a Conversation Café event in April as a means of engaging with PGR students on the PRES and exploring other ways of enhancing their student experience.

Finally, we have contributed to the induction day for PhD students at the request of the Graduate School.

Diary:

3.4.18 SHLS Conversation Café
4.4.18 SAGE meeting
11.4.18 SHLS School Board
18.4.18 RDC meeting
25.4.18 SHLS Research Committee
TBA PGR Lead Network Meeting
TBA Meetings to discuss showcasing research within the SHLS Exhibition Space

Report for Student Voice 26th March 2018
Mature & Part Time Student Officer -Susan Docherty

West Highland Walkway event was cancelled due to the adverse weather, rescheduled for 22nd April.
An Easter egg appeal was launched which went live week commencing 12th March and the eggs will be distributed by myself (Susan Docherty) to care homes for the elderly, children's facilities and homeless organisations. A full list of recipients will be posted to the Mature and PT Students Facebook page after the event. We welcome requests for organisations that students may feel would benefit from these donations.
Age Awareness campaign also cancelled due to adverse weather and rescheduled for 9th of April. I have created an age awareness leaflet which will be available for students on the 9th of April at our stall in Campus Life.
End of Year party for the group scheduled for 18th May to include drinks and food for members.

Alan Adamson : EngTech, MIET

SEBE School Officer

Trimester A

1. Identifying ongoing issues with IT and working with staff to resolve – ongoing

2. Supporting yr 3 students with lecture issues and resolution to those issues – ongoing

3. Supporting a student suffering with pneumonia to ensure it is recorded in the event mits required, also introducing to overall support route in school – ongoing

4. Using position as school officer to bring awareness throughout school with respect to engineering and other school societies endeavours to integrate communication and interaction for professional events – ongoing

5. Working across 5 SSCG groups to resolve issues raised and concerns students had about support from fellow students – ongoing

6. Working with schools to confirm and collate updated classrep lists and have the main list updated, long and drawn out – ongoing

7. Ongoing support to FTO with their tasks within the school and university.

8. Working to have SSCG minutes available as soon as possible, within 2 weeks, of meeting

Trimester B

1. Supported SO CCIS by attending meeting as impartial party due to exam issue, SS CCIS deemed non-impartial due to being enrolled in the module in question

2. Through negotiation at School Board, discussion with module leads and identifying a requirement learning resources, I have successfully made Lynda.com available to engineering department in SEBE. As with many things there is a 'if you don't use it, you lose it', so encourage students to benefit from the access

3. Maintaining communication with class reps via email to update on SA and school events and topics to benefit the student body.

4. Attendance and constructive participation in SAGE, School Board, Student Voice and university workgroups

Editor-in-Chief Report

Neil Alexander

Over the past two academic years it has been my pleasure to serve as the Editor-in-Chief for The EDIT. There has been a number of challenges along the way, but I can honestly say I have enjoyed every step of the journey. This year has been another record-breaking year for the student magazine, and I have to thank the hard work of our incredible committee for making all of our aspirations become reality.

I have attached into this report a summary for both the work over the past trimester as well as a yearly summary for what The EDIT has achieved over the past year.

A special thank you must go to the amazing Emma Storr for her dedication and hard work as Deputy Editor. She put up with me throughout it all (those of you who know me know how difficult that can be) and made sure the magazine ran the way it should. To the new committee - a massive congratulations and good luck. You will all do fantastic in your new roles, I can't wait to read all about your successes.

All the best,

Neil Alexander

Trimester 2 Summary:

- This trimester, The EDIT surpassed it's record for the highest number of registered volunteers in the magazine's history.
- Our third printed edition has been released and is available from The EDIT space and from magazine stands across campus. A massive well done to all magazine contributors and especially to our designer who has produced a stunning latest edition.
- This year we again covered the GCU student elections. As part of this we ran an election debate, which received the highest number of views ever for any GCU debate and any EDIT livestream. We also hosted and broadcasted the Big Student Elections Results Night, which received a similar level of viewership and was used by the other institutions involved in this event. A big thank you must go to our News & Features Editor who put a massive amount of work to make this coverage a success.
- Our AGM has been held, with a full new committee elected. Luna Webster will be taking up the role as Editor-in-Chief for 2018/19.

2017/18 Summary:

- Highest ever number of registered volunteers for The EDIT.
- Three printed editions for the first time ever including the first ever Freshers' Edition.
- Full A4 printing for all editions.
- Removal of online editions.
- Long term financial security with a Dominos Pizza advertising deal. Further security with an advertising deal with Re:union Bar.
- Introduction of the first EDIT space. Giving us a physical space to use on campus for the first time.
- Most successful coverage of the GCU student elections which received praise from GCU and a number of other institutions.

Written by School of Engineering and Built Environment Lead (Sennan Mattar)

Department Leads – Construction&Survey Lead (Noorul Maharoof), Engineering Lead (Waqas Javed), Computer, Comms. & Interactive Systems Lead (Seyed Mohammad Ghoreyshi)

6th December – SEBE Leads organised and paid for a "Meet&Greet" in the Teaching Block with drinks and snacks. Research Students were directed to a permanent feedback box for feedback to be gathered as concerns arise. Feedback from the students mainly focused on improving the Teaching in terms of kitchen capacity, reducing traffic of people due to overcrowding, water fountains and access to a common room/social space. Other issues raised were lack of monthly gatherings and events for students, and that the "Meet&Greet" was a welcomed event that they would like to see happen monthly.

7th December – Sennan Mattar (School Lead) attended a meeting with Pro Vice Chancellor, Head of Estates, Associate Dean of Research and Chris Daisley (SEBE Full Time Officer). The Teaching Block was a subject of the meeting. It was discussed that U-Hatch would be leaving the Teaching Block and allow the current Research Students to be spread further in the building. Other issues raised by School Lead were poor working environment as reported in feedback from "Meet&Greet". The response was that Estates would look into potential for additional toilets, ventilation and sound barriers.

A significant development was suggestion by Estates that there was room in the Milton Street Building that could accommodate Research Students. Associate Dean of Research encouraged School Lead and SEBE Time Full Officer to explore this option.

11th to 14th December – SEBE Leads gather opinion of the Research Students regarding relocation of some students to the Milton Street Building. The conclusion of the scope was that a significant number of Research Students would like the opportunity to move to Milton Street Building. Other issues raised were desire for longer Christmas Opening Hours.

15th December – School Lead (Sennan Mattar) emails Chris Daisley (SEBE Full Time Officer) requesting he champions extended Christmas opening hours in Teaching Block and securing office space in the Milton Street Building.

20th December – School Lead (Sennan Mattar) contacts Associate Dean of Research regarding extended Christmas opening hours, but response is that it would be unlikely University would agree to extended hours.

21st December – Engineering Lead (Waqas Javed) contacts Director of Graduate School (Bonnie Steves) regarding extended Christmas opening hours. Graduate School successfully negotiates with University Security to expend Christmas opening hours in Teaching Block.

CHRISTMAS BREAK / NEW YEAR 2018

5th to 20th Jan – Construction&Surveying Lead (Noorul Maharoof) secures desk name plates for each desk in Teaching Block. School Lead (Sennan Mattar) collected from Feedback box and created display on instructions to operate the Teaching Block's external door. Engineering Lead (Waqas Javed) secures soap for kitchen sink, fixes dysfunctional doors in Teaching Block and attends Induction for new PhDs.

17th Jan – Associate Dean of Research requests chair of School Board to include SEBE Research Student Leads, and subsequently, School Lead (Sennan Mattar) was invited to next School Board meetings.

23rd Jan – School Lead (Sennan Mattar) met with SEBE Full Time Officer (Chris Daisley) to discuss issues to be raised with University Research Committee.

24th Jan – School Lead (Sennan Mattar) attended University Research Committee (URC) and actioned for Authorship Guidelines to be reviewed and updated in line with the new guidance from UKRIO. Issues discussed with SEBE Full Time Officer (Chris Daisley) were emailed to URC's chair.

25th Jan – SEBE PhD Conference. Organised and promoted by School, IEEE, Centre for Climate Justice and Research Student Leads. The event was successful with multiple PhDs presenting their work, a quest speaker from industry, prizes given out and high turnout. Next Conference is scheduled for June.

Computer, Comms. & Interactive Systems Lead role filled by Seyed Mohammad Ghoreyshi.

29th Jan – SEBE Research Student Leads attend "Catch-Up Meeting" with Student Association (Paul Stalker and Chris Daisley). The main topic raised was Chris Dailey's push for a Postgraduate space on the 4th floor of the library. The topic of collecting precise numbers of Research Students wishing to relocate to Milton Street Building is raised with SEBE Full Time Officer (Chris Dailey) who gave encouragement.

31st Jan – SEBE Research Student Leads attend "Network Meeting" with Graduate School. The main topic discussed was the PRES result and the contribution of Research Student Leads in the drafting of action plans. Another issue raised was access to an updated list of Research Student emails – School Lead (Sennan Mattar) was able to provide Graduate School with the December email list, but gaining emails of new Research Student continues to be a challenge.

1st Feb – School Leaad (Sennan Mattar) attended SEBE Research Committee. Postponed due to lack of attendance by other relevant staff.

SEBE Research Student Leads meet to discuss Teaching Block and future activities. Decision is made to start collecting numbers of Research Students interested in moving to Milton Street Building.

12th to 28th Feb – Paper feedback forms are placed on every desk in Teaching Block by SEBE Research Student Leads asking "Do you want the opportunity to move to Milton Street Building?" with background information and disclaimer that the opportunity was not guaranteed.

Final count: 26 responds (15 Yes, 11 No). Other feedback included: poor research environment (overcrowding and limited peer-to-peer interaction due to lack of common space was most heavily cited reasons) and confusion regarding research funding (in terms of total funding available and sources of external funding for conferences and publications).

SEBE Research Leads are confident from feedback with peers that a significant factor in the Research Culture score in the PRES results can be contributed to Research Student's dissatisfaction with the working conditions in the Teaching Block.

1st March – SEBE Research Committee postponed due to bad weather.

7th March – School Lead (Sennan Mattar) attended SEBE School Board and contributed that Research Students are an untapped resource for Board's objectives to engage colleagues and schools with STEM outreaches.

9th March – School Lead (Sennan Mattar) and Engineering Lead (Waqas Javed) attend IEEE meeting and discuss upcoming events to communicate to other Research Students.

14th March – SEBE Research Student Leads meet to compile a document detailing the feedback from Research Students in the Teaching Block (See Document B).

15th March – School Lead (Sennan Mattar), Construction&Survey Lead (Noorul Maharoof) and Engineering Lead (Waqas Javed) attend SEBE Research Committee and report the findings of Document B.

School Lead (Sennan Mattar), Construction&Survey Lead (Noorul Maharoof) and Comms. & Interactive Systems Lead (Seyed Mohammad Ghoreyshi) attend "Network Meeting" with Graduate School to discuss PRES and highlight the significance of findings of Document B to addressing the PRES results. Also discussed was the delegation of meeting attendance to departmental leads and need for a clearer understanding of the remit of different committees that Leads are expected to attend.

Document B – Report of Feedback from Teaching Block
- Teaching Block

  Overcrowding
  Too many people in the Teaching Block. Examples of overcapacity include: Fridge space is often full, small meeting room in printer room is over utilized (including by those seeking a place to eat lunch) and traffic of people causes disruption.

  Poor Research Culture
  Overcrowding plays a role in the poor environment of the TB, but other issues include: lack of common space and limited ability to meet other researchers in similar fields. If the Teaching Block was envisioned as bringing all researchers together for collaboration, the current situation has failed to achieve this goal due to the random assignment of researchers to offices and lack of common space to hold meetings. Peer-to-Peer interaction is confined to hallways and office colleagues.

Our suggestions/inputs
1. A reduction in the number of researchers in the teaching block and increasing the capacity of the teaching block in terms of <u>kitchen facilities, opening times and common room</u> would improve the situation.
2. Out of 26 responses from researchers in the teaching block – <u>58%</u> have said they would want the opportunity to move to Milton Street Building. 1st and 2nd year students were more eager for the opportunity, 3rd years and above were spilt. The main reasons given by researchers wishing to move was to find a quieter work space. On the other hand, the main reason not to move was disinterest in moving 'again'. A handful of researchers expressed a desire to stay in the teaching block but would like to see their offices de-crowded.
3. <u>Morale is poor</u> – and the situation will continue to affect the PRES surveys in Research Culture until a solution is found.

- Research Culture

Peer-to-Peer Opportunities

While the situation in the teaching block is a significant limiting factor on interaction, there is little information on 'working groups' for researchers who are not part of an institute or Centre. Many researchers are asking <u>"Where do we belong?"</u>.

The SEBE conference was a good example of bringing about peer-to-peer interaction. However, these opportunities are too infrequent.

A drive by the School to form working groups and recruit researchers would be beneficial. In addition, restarting a previous initiative of the School to send an email blast that highlights research being done at departmental level.

Researcher Funding

A significant concern of researchers is planning with their research budget. The source of expenditure for each department varies: Engineering – Equipment Hire (GCU and Strathclyde), CCIS – Software (EH if AI involved), CS – Equipment Hire/Travel. However, a tally of expenditure is not readily available and there is no formal budget process undertaken at RDC2 stage with the supervisor. This makes factoring in the cost of Conferences & Publications challenging.

Further, there is limited information on external funding for conferences and publications. In circumstances where funding is available (external or internal), a prerequisite is acceptance onto a conference – but this requires researchers to have committed a paper to a conference without the knowledge if they will receive funding to attend.

Communication

Researchers have been coming and going, but student leads require an updated list of students (and their contact details). Departmental mailing lists and access to a 'cloud' document with updated information would be ideal.

Ross Wilson | LEAR Officer

[1] In the course of this trimester and last I have received a number of complaints about the current timetabling issues, which, as per my last report, is something that I am working toward a resolution of. I have however received a disappointingly low response rate to my survey, and would like to therefore ask for the assistance of other officers in gathering information.

[2] Furthermore some issues have been raised with me on the following courses;

   a. Economics Level 3/4 - Students are complaining of a distinct lack of feedback or general coherence in their marking, inter alia. I am currently addressing this with the head of department, Dr. Stuart Mchlery.

   b. Law Level 4 - Students taking the Competition Law module are complaining that a lecturer who has been drafted in to cover for a long term staff absence is asking students to complete extra work over and above what was required or advertised when the module was chosen. I have advised the class reps to follow this issue up independently with the module leader at first instance before I take this any further.

[3] This concludes my report.

Brendan Owen – Life Sciences Officer

- Life sciences school officer report.
- Emailed new class reps introducing myself.
- Emailed class reps about the teaching awards in accordance with request from FTO SEBE.
- Emailed class reps about student summit.
- Attended student summit.
- Will attend 4th school board meeting.
- Emailed class reps asking about anything they wished to raise.
- Attended 3rd and will attend 4th meeting of student voice.