

## Minutes of the 3<sup>rd</sup> Caledonian Student Voice Meeting of Session 2018/19

Meeting held on Monday, 11<sup>th</sup> February 2019, in NH208, at 5.00pm.

### Sign In:

**Present:** Rachel Simpson (Student President); Yetunde Ogedengbe (VP SHLS); Eilidh Fulton (VP SCEBE); Moses Apiliga (VP GSBS); Racheal (Ayoposi) Olayinka (RO); Ramzy Abou-Zeid (RA); Nahida Akter (NA); Monica Allen (MA); Hannah Brown (HB); Racheal Brown (RB); Tara Campbell (TC); Susan Docherty (SD); Michael Docherty (MD); Jennifer Donnelly (JD); Jonnie England (EG); Adam Fraser (AF); Catherine Koranchie (CK); Sandra Kubasik (SK); Rebeka Luzaityte (RL); Lauren MacLean (LM); Micheal Marshall (MM); Dimitrios Maroulis (DM); Maria Nagy (MN); Brendan Owen (BO); Ella Peters (EP); Aliisa Pulkkinen (AP); Caitlin Reid (CR); Sophie Robinson (SR); James Shaw (JS); Molly Ferguson (MF).

**Absent:** Albert Angel (AA); Rebecca Fernie (RF); Naomi Hollis (NH); Monisa Hussain (MH); Waqas Javed (WJ); Isah Jimoh (IJ); Helen Johnstone (HJ); Sarah Mackie (SM); Declan McGallagly (DMcG); Agnieska Michalska (AM); Konstantinos Ouzounoglou (KO); Bernadette Prickett (BP); Kirsten Stewart (KS); Conor Tobin (CT);

**Apologies:** Neil Clark (NC); Sarah Cullen (SC); Craig Davidson (CD); Emma Dunnet (ED); Kim Flores (KF); Maja Jorgensen (MJ); Annelysse Jorgenson (AJ); Heather Son (HS); Yeelon Yeoh (YY).

**In attendance:** Sara MacLean (Student Voice Team Leader); Kathryn Collins (Clerk), Professor Valerie Webster – Deputy Vice Chancellor – Academic (for point 2 only).

**Observers:** Bethany Stevenson (BS); Kalina Dixon (KD).

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 5.04pm. The Chair (Hanna Brown) welcomed all members to the third meeting of Student Voice for 2018/19. Members were asked to ensure they had signed in and taken a voting card to use when speaking. The Chair said that Observers are welcome to the meeting but they are not eligible to vote. Members were reminded of what conduct is acceptable during the meeting.
- 1.2 The Chair then informed members that under our current By-Laws, Section 8.a, any member of Student Voice who does not send apologies in advance of the meeting will be formally cautioned by Student Voice. Further, two formal cautions received will trigger an automatic vote of no confidence. The following members were formally cautioned: Heather Son (HS); Racheal Brown (RB); Brendan Owen (BO); Agnieska Michalsk (AM); Albert Angel (AA); Fraser Knight (FK); Helen Johnstone (HJ); Donatella Mindjou(DJ); Conor Tobin (CT); Declan McGallagly (DMcG); Cara Galbraith (CG); Konstantinos Ouzounoglou (KO); Monisa Hussain (MH). The Chair reminded members to please forward their apologies in advance of the meeting to the Clerk.
- 1.3 The Chair informed members that for the next agenda item Professor Valerie Webster, Deputy Vice Chancellor Academic would be talking about GCU Learn and available to answer any questions.

## 2. GCU Learn

Professor Valerie Webster, Deputy Vice Chancellor Academic gave some background to GCU Learn (Blackboard) and the scheduled upgrades, from 26<sup>th</sup> -30<sup>th</sup> December 2018, which then caused disruption by running over the scheduled dates causing students distress and students feeling not prepared for their exams. Professor Webster assured Student Voice that the university is taking proactive measures to ensure that this occurrence will not happen again as GCU Learn will never have to go offline again. Consultation is ongoing over the incident and Professor Webster is working closely in partnership with students, staff, the Students' Association to make decisions and have concessions in place around what can be done better across the student life cycle.

Professor Webster then took questions from Student Voice. MD asked about early retrieval offer for final year students so that they can graduate with their current cohort. Professor Webster noted that the university have been exploring this issue out with the issues with GCU Learn. A member of Student Voice asked about what the university is doing to mitigate issues with coursework that were affected by the GCU Learn disruption. Professor Webster clarified that the university are looking at the coursework that was directly affected, i.e. coursework that was due in the exam period only.

*Professor Valerie Webster, Deputy Vice Chancellor Academic, left at 5.15pm.*

## 3. Previous Minutes

The Chair invited members to consider the minutes of the previous Student Voice meeting held on 26th November 2018. No questions were raised by members in relation to the minutes. 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, 26th November 2018. **Vote: For: 25; Against: 0; Abstention: 0.** The previous Student Voice minutes from 26th November 2018 were approved.

## 4. Matters Arising

### 4.1 Sports' Club Ties

The VP GSBS said that an order has been placed for ties on behalf of the Sports Club. This matter is resolved.

### 4.2 Bright White Paper

The VP GSBS said that a meeting was held with the Facilities Services Manager around printing on bright white paper which could be purchased for an additional fee and the discussions are ongoing. This matter is ongoing. **Action: VP GSBS.**

### 4.3 Energy Drinks

The VP SCEBE confirmed that Purdy's drinks will be sold across campus. JE enquired about the response from BaxterStorey in relation to no other educational institutions stocking energy drinks anymore and asked the VP SCEBE to look into this response further. This matter is ongoing. **Action: VP SCEBE.**

### 4.4 Referendum on Exams

The Full Time Officers said that the referendum on exams before Christmas during the academic year 2018/19 was ongoing. The Student President asked for volunteers for the yes and no side of this referendum. This matter is ongoing. **Action: Full Time Officers.**

#### 4.5 **NUS Affiliation Benefits**

The Student President said that further to the report presented at Student Voice it is intended to invite the NUS Scotland President to speak at the 4<sup>th</sup> meeting. **Action: Student President.**

#### 4.6 **Mindfulness Provisions**

The Student President said that discussions have been held and currently working with the Wellbeing Team to enhance and expand the current mindfulness provisions. This matter is ongoing. **Action: Student President.**

#### 4.7 **Signposting of Vegan/Gluten Free Food**

The VP SCEBE said that the implementation of signposting of food options is being sought in Trimester 2. This matter is Ongoing. **Action: VP SCEBE**

#### 4.8 **University Energy Saving Practices**

The Student President said that a meeting has been arranged with GCU Estates to inquire into the university's night and weekend energy saving practices. This matter is ongoing. **Action: Student President.**

#### 4.9 **Safe Space**

The Student President said a meeting has been held with GCU Estates and a designated space in the library has been attained. This matter is resolved.

#### 4.10 **Microwave on Campus**

The VP SHLS said she was awaiting a response on having a microwave. If this is not possible, hot water will be free on campus for students with the possibility of having a food warmer for students to use from BaxterStorey. This matter is ongoing. **Action: VP SHLS.**

### 5. **Minutes of Student Voice Committees**

A question was raised by the Chair on the lack of Ethical and Environmental Committee minutes. The VP GSBS said that the Ethical and Environmental Committee minutes were still to be approved which is why they were not available online. No other questions were raised by members in relation to the minutes. The Chair called for a vote to approve the previous minutes of all the Student Voice Sub Committees. **Vote: For: 27; Against: 0; Abstention: 1.** The previous minutes of all the Student Voice Sub Committees were approved.

### 6. **Elections**

Elections took place for the following positions below. No member put their name forward for the position of Senate Research Representative. Rachel Olayinka put her name forward for a position on the Elections Committee.

- Senate Research Representative (x 1 place) – position not filled.
- Elections Committee (x 2 places) – Rachel Olayinka.

### 7. **Affiliations**

The following societies and sports clubs were ratified by Student Voice.

All affiliations listed below had already been approved by the Societies Council and the Sports Council as appropriate.

- Oral Health Science Society
- GCU Plogging Society

- Startup Grind GCU Society
- Scottish Physiotherapy Student Conference Society
- Vegan Society

Members asked for clarification on what plogging meant and what Startup Grind GCU is. Members were informed that plogging is the term used when jogging and picking up litter. Startup Grind GCU is a global startup community designed to connect entrepreneurs. A member asked what the difference was between the Physiotherapy Society and the Scottish Physiotherapy Student Conference Society. The VP SCEBE explained that the Scottish Physiotherapy Student Conference Society will only deal with the conference side of things whereas the Physiotherapy Society will deal with everything else and not conferences and that both societies have separate bank accounts and objectives. The Chair asked all members to take a vote to approve all ratifications. **Vote: For: 28; Against: 0; Abstention: 1.**

#### 8. **Mental Health Representative Group and Officer**

The Student President presented the paper on the establishment of a Student Mental Health Representative Group and Officer. The Student President gave some background to the proposal and outlined in detail the remit of the Student Mental Health Officer and the Student Mental Health Group. The Chair called for a vote to approve the creation of a Representation Officer known as the Student Mental Health Officer and a representation group known as the Student Mental Health Representation Group within the By-Laws within Section 3.6.8 and the creation of a Student Voice Officer, with their remit being noted above. This remit is in line with others in Section 3.5 of the By-Laws and for the Student Mental Health Representative Officer to become a full member of the Student Voice and the Equality and Diversity Committee. **Vote: For: 27; Against: 1; Abstention: 1.**

#### 9. **GCU London Officer**

The Student President presented the paper on the GCU London Officer saying that GCU London has had a GCU London Officer since the campus was opened. The remit for the Officer has yet to be included in the By-Laws. GCU London is a separate academic school. It is proposed to include the remit within Section 3.5 of the By-Laws. A remit for the GCU London Council has also been written and would be added to replace Section 3.6.6 (Events Council). GCU London Council would be a sub-committee of Student Voice. The Events Council has not functioned for many years and has not yet been removed from the By-Laws. The Chair called for a vote to approve the GCU London Officer remit to be added to the By-Laws Section 3.5 and to approve the GCU London Council to be added to replace Section 3.6.6 (Events Council). **Vote: For: 27; Against: 0; Abstention: 1.**

#### 10. **Motion of No Confidence (Officer Accountability) Review**

The Student President presented the Motion of No Confidence (Officer Accountability) Review and gave some background to the Review Paper which was first presented to Student Voice on 26<sup>th</sup> November 2018. The Student President asked Student Voice to discuss the proposed Schedule and give their feedback on its direction of travel. The Student President re-iterated that this paper was for discussion at this stage and would be brought back for approval.

The following points were raised by members:

- A member asked for clarity on the use of term Motion of Censure and whether this was in keeping with the language used elsewhere within the Constitution, Schedules and By-Laws.
- A member noted that if a Full Time Officer does not complete a manifesto pledge that a Motion of Censure could be brought against them. This was confirmed as accurate, however it was noted that the Motion of Censure would have to be brought by a member and the Full Time Officer would have the opportunity to explain any relevant factors.

- A member stated that it did not seem right that a Full Time Officer can vote in a Vote of No Confidence against another Full Time Officer. It was confirmed that the Full Time Officers were a full member of Student Voice and would be entitled to vote.
- A member clarified whether the outcome of a Vote of No Confidence would be announced to the student body. The Student President advised that this had been addressed in section 1.6.

The Student President noted the above feedback and said this would be taken into account when amending the final Schedule and By-Laws revisions which will be brought back to a future meeting, anticipating the meeting of the 25<sup>th</sup> March 2019.

#### 11. **Full Time Officer Reports**

The Chair asked the Full Time Officers to provide a brief verbal summary highlighting any key points of their submitted written reports including any updates on items in which there has been developments since the report was written. The VP SCEBE presented her report along with her previous Student Voice Full Time Officer report, as actioned from the previous minutes.

No further questions were asked in relation to the Full Time Officer Reports and the Chair invited members to take a vote to decide whether to approve all the reports. **Vote: For: 24 Against: 0; Abstention: 4.** All the Full Time Officer Reports were approved.

#### 12. **Student Voice Officer Reports**

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

##### **Ethical & Environmental Officer**

- A report was not submitted for this meeting but a report will be produced for the next meeting.

##### **The EDIT - Editor-in-Chief**

- Working on Full Time Officer Elections special magazine edition for next week.
- Two new positions within the EDIT.

##### **International Students' Officer**

- Coffee evening planned.
- Planning for International Women's Day.
- Quiz night planned for March.

##### **Sports Council Chair**

- Working on a campaign with LGBT+ for February 2019.
- Sponsorship confirmed with Re:Union Bar and Bamboo.

##### **LGBT+ Officer**

- No report was produced as newly in post as the LGBT+ Officer. Members were informed that the Glitter Ball will take place on 19<sup>th</sup> February 2019 in the Re:Union Bar.

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: 18; Against: 0; Abstentions: 12.** The Student Voice Officers Reports were approved.

### 13. Ideas

#### 13.1 The Saltire Centre to have lockers (Sarah Clare Mackie)

The proposer, Sarah Clare Mackie (SM), was not present at the meeting and the Student President spoke to the Idea. "As a student who travels from home to university I am constantly layering up and carrying a lot of things for my day. However, I do not always need books all at once but bring them to be able to study with in the library after class. Lockers in the library would enable people to keep unnecessary items such as scarves etc. but also a range of books used for studying. Moreover, especially when studying in the library by myself I feel unwilling to leave any valuables at a desk (such as my laptop) to go get something to eat or if I'm gone for a while. With lockers you would be able to keep your valuables safe whilst not losing your place in the library floor, especially at this time of year when it can be hectic. Edinburgh university already has lockers in both the 1st and 5th floor of their library. They have academic lockers for the year which you can rent and 'daytime lockers' for everyday use. Although Glasgow Caledonian University has lockers these are not currently located in the library and also are limited on first come basis. More daytime lockers will enable short use for everyone who is just needing somewhere to keep their things whilst studying alone, and by placing these in the saltire centre this will enable students to study for longer."

The Chair asked for member thoughts on the Idea and if they had any amendments or improvements to the Idea. After discussions, it was suggested to increase the provision of daytime lockers in the various buildings around campus and not just in the Saltire Centre. The Chair called for a vote to amend the Idea to include having daytime lockers in the various buildings not just lockers in the Saltire Centre. **Vote: For: 18; Against: 1; Abstentions: 7.** The Chair then called for a vote to approve the newly amended Idea to have daytime lockers in the various buildings that already have lockers in them and not just lockers in the Saltire Centre. **Vote: For: 18; Against: 5; Abstentions: 3.** The Idea was passed. The Student President said she would take this Idea forward and report back at the next Student Voice. **Action: Student President.**

#### 13.2 Volunteer Drop Ins (Emma Shearer)

The proposer, Emma Shearer (ES) was not present at the meeting and the VP SHLS spoke to the Idea. "An idea to have dedicated drop-in sessions at various times throughout the year where students can attend and find out about volunteering opportunities/work experience and local community activities to help expand their real-world experience and work in the local community and surrounding area. I know there are already events at various points for volunteering and work experience but I don't feel there is enough or nearly as often as they could be. If there were certain times a year where volunteer drop-ins were run it would mean that for perhaps a few weeks or a couple months at a time, students could pop in when they want during a dedicated timeslot once a week or every two weeks/etc. It means that people wouldn't find out about something too late to go or forget where it's taken place and struggle to find it on the day."

The VP SHLS added that there are already drop-in sessions within the university with various opportunities on campus. For example, the Careers Service has a webpage called Careers Connect with various services including vacancies, graduate jobs and work experience. The Chair asked for member thoughts on the Idea and if they had any amendments or improvements to the idea. After discussions, it was decided to improve the Idea by having the Students' Association Raise awareness via the Students' Association newsletter (email) of services on offer at the university/Students' Association regarding volunteering opportunities/work experience and local community activities to help expand their real-world experience and work in the local community and surrounding area. **Vote: For: 22; Against: 0; Abstentions: 3.** The Chair then called for a vote to approve the newly amended Idea to by having the Students' Association raise awareness via the Students' Association email newsletter of services on offer at the university/Students' Association regarding volunteering

opportunities/work experience and local community activities to help expand their real-world experience and work in the local community and surrounding area. **Vote: For: 19; Against: 4; Abstentions: 3.** The Idea was passed. The VP SHLS said she would take this Idea forward and report back at the next Student Voice. **Action: VP SHLS.**

### 13.3 Kettle and microwave facilities available in Saltire Centre (Natasha Wood)

The proposer, Natasha Wood (NW) was not present at the meeting and the VP SHLS spoke to the Idea. "Whilst I understand the caterers and university seek for people to buy hot drinks it would be great if the library had a kettle for people to bring in their own hot drinks without carrying flasks. Microwaves would be ideal especially for students who prepack their own healthy food which can't be heated up anywhere on campus."

The VP SHLS gave an update on the microwave (see point 4.10 in matters arising) saying that since the meeting with GCU Facilities she had been informed that due to past incidents with a microwave there will not be another microwave provided to the Students' Association to have on campus. The VP SCEBE added that she had also been given the same information that there will not be another microwave provided due to past incidents and risk assessment concerns. However, the VP SHLS added that she was working with BaxterStorey and there is a possibility of having a food warmer and hot water made available to students within the 24 hr Computer Lab and the Saltire Centre. Members asked for clarity if there is a cost for cups if students only require hot water. **Action: VP SCEBE.** The Chair asked members for their comments and if they had any amendment or improvements to the Idea. Members asked that going forward that there not be any further discussions about a microwave on campus as it was becoming a recurring Idea and the Full Time Officers have been given a response that no microwave will be forthcoming. Therefore, after discussions, the Idea was changed to raise awareness about the current campaign for a food warmer and hot water to be made available on campus. The Chair called for a vote to change the Idea to raise awareness about the current campaign for a food warmer and hot water to be made available on campus. **Vote: For: 23; Against: 0; Abstentions: 2.** The Chair then called for a vote to approve the newly changed Idea to raise awareness about the current campaign for a food warmer and hot water to be made available on campus. **Vote: For: 24; Against: 0; Abstentions: 1.** The Idea was passed. The VP SCEBE said she will take this Idea forward to raise awareness and report back at the next Student Voice. **Action: VP SCEBE.** The Chair called for a vote for to improve the Idea and for the Student Voice Team Leader to moderate against microwaves being asked for in the future by responding with an email highlighting past incidents with microwaves. **Vote: For: 25; Against: 1; Abstentions: 0. Action: Student Voice Team Leader.**

### 13.4 Get rid of plastic cutlery (Ella Peters)

Ella Peters was present at Student Voice and talked to her Idea. "These are such a waste, let's try and reduce our single use plastic!! Stainless steel cutlery can easily be used and for takeaway options we could introduce wooden cutlery." Ella added that she felt that single use plastic use cutlery should be removed completely as people still use plastic cutlery when sitting in.

Members discussed the Idea and whether it had to be wooden cutlery specifically or could it be more sustainable cutlery in general as there was a concern about the sustainability of wood. The Chair called for a vote to change the Idea to get rid of single use cutlery. **Vote: For: 4 Against: 19; Abstentions: 1. Action:** The Idea did not pass. From further discussions a suggestion was made from members and the Chair called for a vote to replace plastic cutlery with a more sustainable cutlery in general. **Vote: For: 23 Against: 0; Abstentions: 3.** The Idea was passed. The VP SCEBE said she would take this Idea forward. **Action: VP SCEBE.**

### 13.5 Phase out single use coffee cups (Ella Peters)

Ella Peters was present at Student Voice and talked to her Idea. "A change as drastic as this will raise the question of why? This in turn will help educate people who aren't aware of the plastic pollution. Coffee cups are non-recyclable and single use, a huge waste of resources and huge impact on the environment! I acknowledge that there is the discount incentive when using your own refillable mug which is great, but this isn't advertised or widely known and isn't enough to deter people from using them. A slow phase out of coffee cups gives people the time to purchase their own and to adapt to remembering to bring it with them."

Student Voice discussed the phasing out of single use coffee cups and if Baxterstorey can help with this. The Chair called for a vote phase out single use coffee cups. **Vote: For: 13 Against: 8; Abstentions: 5.** The Idea was passed. The VP GSBS said he would take this Idea forward. **Action: VP GSBS.**

*At this point (6.50pm), the Chair called a motion to extend the guillotine by a further 25 minutes and for the meeting to finish at 7.15pm. The Chair called for a vote and asked members if they wished to extend the meeting to finish at 7.15pm. Vote: For: 14; Against: 9; Abstentions: 2. The meeting was extended.*

### 13.6 Apps anywhere to be anywhere

The proposer, Mark Green (MG) was not present at the meeting and the Student President spoke to the Idea. "To make AppsAnywhere available anywhere (to all) rather than just the limited amount when off campus. As many students travel into GCU to use computers, surely being able to do work at home or other locations would be more suitable, whether that's on the train or on their lunch hour. All apps available on campus should be accessible, as title suggests, anywhere."

Members responded that there was information on the university website relating to the Apps Anywhere taking into consideration software licensing that may limit off campus access. The Chair called for a vote to improve the Idea to include taking into consideration software licensing that may limit off campus access. **Vote: For: 10 Against: 0; Abstentions: 6.** The Idea was passed. The VP SCEBE said she would take this Idea forward. **Action: VP SCEBE.**

### 14. Radio Caley Policy

Adam Fraser (AF) presented the revised Radio Caley Policy Document. The changes include grammatical changes and a proposal for when songs with explicit lyrics can be played. It was established that the By-Laws outlined that Radio Caley must adhere to the OFCOM Guidelines, even though it is not legally obliged as an internet radio station. The Radio Station Manager agreed to revise the clause on explicit lyrics and reword in line within the OFCOM's Guidance: Offensive Language on Radio (2011) and the Students' Association Equality and Diversity Policy. It was agreed the revised wording would be approved by the Trustee Board. **Vote: For: 15 Against: 1; Abstentions: 4.**

### 15. Potential Building Move

The Student President gave an update on the discussions held with the University on a potential building move from our current location to the Centre for Executive Education Building and that a meeting had been arranged between the Principal, Deputy Vice Chancellor Strategy, Chief Operating Officer and our Trustees. It was confirmed that the feasibility of any move was still being established and it was still at an early stage of discussions. The Student President said that members would be consulted at an appropriate stage.



16. **NUS Turnaround**

The Student President said that in November 2018 a letter from NUS was circulated outlining that the NUS Group is facing financial difficulties. NUS said: "If we are right and our income streams suffer as much as we predict we're looking at a three-million-pound deficit for the group in this and future financial years". NUS said that there is a "need to deliver fundamental corporate, democratic, and financial reform by summer 2019, to get us to a position of stability". NUS has initiated a Turnaround Programme. Initial steps being taken by NUS include: KPMG (auditors) have been asked by NUS to undertake an independent business review, reducing direct staff and non-staff related costs of activity in this year and future years, borrowing funds against their London building

As an affiliated member of NUS, the Students' Association is sending delegates to NUS UK Conference in March 2019, where delegates will discuss a proposal for NUS reform. It was confirmed that the Students' Association exposure is limited in comparison to many other associations and unions.

17. **Full Time Officer Elections Nominations Deadline**

Student Voice noted the nomination deadline of Friday, 15<sup>th</sup> February 2019, 12noon.

18. **Honorary Life Members Deadline**

Student Voice noted the Honorary Life Members deadline on Friday, 1<sup>st</sup> March 2019, 12noon.

19. **Any Other Business**

19.1 The Student President asked members to get in touch with any of the Full Time Officers to give their thoughts on holding a referendum on exams held before Christmas.

19.2 Members were updated that GCU Students' Association has been shortlisted in the 3rd sparqs' Student Engagement Awards, for a co-curricular initiative or project "Whole Institution Approach on Embedding Intercultural Skills into the Curriculum at GCU". The awards will be presented at the sparqs conference on Thursday, 28th March 2019.

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 7.10pm.**

**The next meeting of Student Voice is on 25<sup>th</sup> March 2019.**