



Minutes of the 1st Caledonian Student Voice of session 2013/14

Meeting held on 24th October, 2013, at 5pm in NH008 – Students' Association.

1. Sign In:

Present:

Ewan McLean (Chair); Matt Lamb; Sinead Wylie; Monika MacDonald; Neill Clark; John Gaughan; Ewan Wallace; Liam McCabe; Anne-Marie Docherty; Mick Giblin; Chris Cosh; Catherine Gallagher; Yazmin Mann; Beverly O'Neill; Xiao Zhou; Rico Fischer; Mark Cunningham; Latoya Gerry-Ovbiolokun; Michael Stephenson; Pauline Dolan; Muqarrab Akbar; Jonah Chireka; Saheed Adegbite;

Apologies:

J. Boyle; S. Tkacenko; K. Davis; E. Morrow; E. Hollow; D. Garrett; S. Kaleem; M. Thomson; S. Mungall; P. Choo; R. Wilson.

In attendance:

Kevin Ward; Jen Broadhurst

Absent:

C. Murphy; A. Duffy; E. Birch; Z. Kivungi; V. Vasos.

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 Voice may decide to remove them from their position.

1. Welcome

The Chair welcomed new and returning members of Student Voice and explained that a video would be filmed for the purposes of showing the ideas process to students.

2. Guest Speakers

The Chair introduced Gordon Maloney who is the President of the National Union of Students in Scotland. Gordon addressed Student Voice about the work of NUS Scotland and its priorities for the year ahead, which include; reducing travel costs for students; campaigning on housing issues for students such as illegal agent fees; casualization of labour (zero hour contracts) and also highlighting the practices of pay day lenders.

In addition to this Gordon stated that NUS supported the reasons the unions had given for industrial action on the 31st.

No member asked any questions.

The Chair also introduced Brian Pillans, UCU GCU Branch Secretary who explained to the members why the UCU was taking industrial action on the 31st October. Reasons included; 1% pay offer equating to real terms pay cut of 13% over eight years; staff reductions since 2011 resulting on restructuring and removal of admin support staff and increasing workload of academic staff; and the casualization of academic staff contracts.

Following questions by members, Brian confirmed that this was the only planned date as yet. And that the union hoped that future talks would remove the risk of any future action.

3. Previous Minutes

The Chair invited members to comment on the minutes of the previous Student Voice meeting, held on 15th March 2013. It was noted that the Education Policy Group had now changed to Education Committee. Members agreed to approve the minutes of the last meeting.

4. Matters Arising from last meeting of Student Voice

1. Bar on Campus: Matt Lamb confirmed that Encore had experienced some licencing problems and were working with Glasgow City Council and the University to resolve these and were hopeful that alcohol would be served on campus within 4 weeks.
2. Portfolio Refresh: Neill Clark explained that work was on-going to obtain meaningful consultation with students on PR proposals. He stated that GSBS had held an event earlier today (24th) for student reps which was attended by 21 was largely positive.
3. Cash Handling: Michael Stephenson confirmed that cash handling procedures had been reviewed and new procedures were now in use. The Chair asked if the Trustee Board were happy with the new procedures and it was confirmed that they were.

5. Minutes of Student Voice Committees

As none of the Committees have approved the minutes of their first meetings, there are no minutes to be considered at this meeting of Student Voice. Most committees will have approved minutes to be presented at the next meeting.

6. Ideas

A short summary of each Idea is included below – the full text can be found online at www.caledonianstudent.com/voice and then navigating to the page for the first meeting of 2013/14.

Idea 1: Students' Association Position on Industrial Action

Submitted by: Neill Clark

In recognition that paying academic staff fairly is in the best interests of students, the Students' Association's Executive Committee propose supporting the proposed industrial action scheduled to take place on the 31st of October.

Neill Clark outlined the Executive Committee's view on the proposed industrial action, assurances were given that support was only for this instance of industrial action by UCU and any further disruption would be reviewed by the Executive Committee and Student Voice as they arose.

Idea accepted

Idea 2: Non-alcoholic drinks option at all Students' Association events

Submitted by: Sinead Wylie

At all events either run or supported by the Students' Association at which alcohol is sold or served there must be a soft drink alternative available.

Sinead Wylie outlined the reasons behind this idea and confirmed this would also apply to all societies.

Idea accepted

Idea 3: Focus group for Ideas about the Students' Association Building

Submitted by: Neill Clark

A focus group should be organised with representation from the Students' Association, University and Catering Services to identify the improvements and changes that students would like to see in the Students' Association Building.

Neill Clark set out the rationale behind the Idea. There were no suggestions for improvement or amendment from the members.

Idea accepted

Idea 4: Appointing Student Trustees

Submitted by: Neill Clark

Reflecting on the divergent nature between representing students and acting in the proper manner as the trustee of a registered charity, future Student Trustees on the Trustee Board should be appointed by the Appointments Committee rather than elected.

Neill Clark set out the rationale behind the Idea. John Gaughan asked how selection would happen; NC explained that it would be similar to how external trustees were appointed. The Chair clarified the legal obligations of the Trustee Board and highlighted the main difference between that and Student Voice which is responsible for holding the Executive Committee to account for the decisions taken in the Students' Association.

Following a robust discussion a vote was held on this Idea.

Idea rejected

Idea 5: Restructuring the Wellbeing Committee as the Equality & Diversity Committee

Submitted by: Sinead Wylie

Last year, a Wellbeing Committee was created within the By-laws of the Students' Association to serve a purpose for wellbeing related issues similar to what the Education does for academic

matters. However, upon reflection over the summer months and by examining practice elsewhere in the sector, it is apparent that what is actually required is an Equality & Diversity Committee.

Sinead Wylie explained why this change was necessary. Asked why wellbeing volunteers were removed from the committee, SW stated this was because their role was more of a campaigning one now, rather than that of an active provider of support. A vote was held.

Idea accepted

Idea 6: Updating the Societies Policy Document

Submitted by: Rico Fischer

An important part of running Societies within the Students' Association is making sure that all policies are correct and up to date. This Idea will update the Policy Document to the version circulated with the Student Voice Papers.

Rico Fischer outlined the rationale behind this idea to make societies more streamlined. A suggestion to improve the idea by also allowing memberships to be submitted online was accepted by the proposer and a vote was carried out.

Idea accepted

7. Reports

The chair explained to the members that Full Time Officers were now no longer required to provide a written report as that have been updating their weekly blogs. The chair noted however that there was little information within the blogs that could be used to hold the Full Time Officer to account.

It was clarified that the Full Time Officers can also submit video blogs, blogs can be viewed via the students' association website <http://caledonianblogs.net/gcusa/>

No other reports were submitted as other officers are only required to report to every second meeting.

[Clerk's note: the Executive Committee have agreed since the meeting of Student Voice that they will submit written reports to future Student Voice meetings as they agree that the blogs do not allow student voice to hold them to account on their activities]

8. Accounts

Neill Clark took the Chair.

Matthew Lamb presented the Students' Association's accounts to Student Voice.

Ewan McLean, enquired as to the zero rating of affiliation costs, ML explained that this was due to the financial year within the SA running from August and that fees had not yet become due but would appear as the year progressed.

EMcL asked why 'Membership Support' was so expensive, ML clarified that Membership Support replaced Finance & Admin, and incorporated central running costs of the SA.

9. Elections

The following positions were filled following nominations and election;

International Officer: Muqarrab Akbar
Mature Students Officer: Jonah Chireka

There were no eligible candidates in attendance to fill the Taught Post-Graduate Students Officer position.

10 Affiliations

The Chair explained that this item was no longer to be discussed as both the Sports Council and Societies Council would be responsible for ratifying new affiliations.

11. Election Developments 2014

The Chair invited Kevin Ward, a member of Students' Association staff, to present his paper on election developments for the year ahead and invited comments and questions from the members of Student Voice. John Gaughan suggested that sponsorship could be utilised and that the University of Strathclyde Students' Association already do this. KW agreed to look at this, but explained that this year USSA had agreed to use sponsorship incomes to promote a joint elections project with GCUSA and the City of Glasgow College Students' Association, and therefore GCUSA would have no costs in this respect.

Break to agenda

The Guillotine sounded at 6.30pm; Michael Stephenson suggested that the meeting be extended by thirty minutes. No objections were heard and the motion was carried with those members who required to do so free to leave.

As a result item 12 was called in order that no one was disadvantaged.

12. Any other Business

L. Gerry-Ovbiolokun stated that the issue of entry and exit to some lecture halls and in particular C001 was causing major congestion and requested that the executive officers address this. ML confirmed that the executive officers were aware of the issues and had sought meetings with Head of Estates to reach a satisfactory outcome.

[Clerk's note: this meeting is arranged for 13th November]

Item 11 was resumed

JG commented that the timeframe for campaigning was very long KW responded that the elections process is managed to increase turnout and that the timeframe is very similar to previous years.

JG commented that while he recognised the need to target women in the elections, he noted a lack of similar targeting for other liberations groups. KW replied that research had shown that the barriers to engagement experienced by women were analogous to those of

other liberations groups and by removing these barriers to women engaging it was expected that the other groups would benefit also. KW clarified that the overall objective of GCUSA was to improve diversity.

Ewan McLean asked whether quotas would be used. KW responded that while they were not to be implemented this year, he was exploring the strengths and weaknesses of quota use in diversifying elections, and that these may be considered in future elections.

A discussion took place surrounding the efficacy of the model of electing Full Time Officers in use at Salford SA. (Officers are not elected to a role, but agree remits following taking office) KW confirmed that this was currently being investigated as a way of increasing diversity within GCUSA, but that no decision had been taken, and wouldn't until the Executive Committee had agreed on it.

JG commented that he felt the 'Salford model' represented a loss of skills.

Item 12 was resumed

12. Any other Business

1. Michael Stephenson commented that the ideas process didn't appear to be as transparent as he felt it required to be. Kevin Ward confirmed that the process was a work in progress and that comments were welcome and a review would be conducted soon to gauge work still to be done in this area.
2. Matt Lamb informed the members that the Principal was holding her 'listening event' in the Student Bistro the following Monday at 1pm.
3. ML informed the members that the Full Time Officer would be holding a coffee morning on the same Monday at 11 in the Saltire building, and reminded everyone of SA on Tour which happens every Friday, and finds the Full Time Officers appearing at different locations across campus. The link is on the website to find out where the SA on tour will be each week.

The meeting was concluded at 6.45pm.



Minutes of the 2nd Caledonian Student Voice of session 2013/14

Meeting held on 24th November, 2013, at 5pm in NH008 – Students' Association.

1. Sign In:

Present:

Matt Lamb (SP,Chair); Sinead Wylie (VPW); Monika MacDonald (VPA); Neill Clark (VPE); John Gaughan (JG); Ewan Wallace (EW); Liam McCabe (LMcC); Anne-Marie Docherty (AMD); Mick Giblin (MG); Eilidh Hollow (EH); Danielle Garrett (DG); Yazmin Mann (YM); Beverly O'Neill (BoN); Lee Goodfellow (LG); Rico Fischer (RF); Samantha Mungall (SM); Pei Ling Choo (PLC); Robert Ekpeloodum (RE); Argyll Duffy (AD); Zeph Kivungi (ZK); Robert Wilson (RW); Jonathan Tomnay (JT); Muqarrab Akbar (MA); Saheed Adegbite (SA).

Apologies:

J. Boyle; S. Tkacenko; K. Jack; M. Stephenson; M. Thomson; J. Chireka; X. Zhou; S. Kaleem; C. Gallagher; E. Morrow; E. McLean

In attendance:

Kevin Ward (Democracy & Campaigns Adviser); Jen Broadhurst(Clerk), Carolina Miller (Senior Student Adviser); Dougie Smith (Student Leaders' Co-ordinator); Douglas Little (Head of Estates & Buildings); Linda Robertson (Communications Estates & Buildings)

Absent:

M. Cunningham; L. Gerry-Ovbiolokum; P. Dolan; E. Cousi.

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 Voice may decide to remove them from their position.

1. Welcome

The Chair welcomed new and returning members of Student Voice and asked everyone to ensure they had signed in and taken a voting card. He also reminded members of the acceptable conduct during the meeting.

2. Guest Speakers

The Chair introduced Douglas Little Head of Estates and Buildings at GCU. Douglas spoke to members about the campus redevelopment, the Heart of Campus project and took questions from members.

MG asked if the development would increase teaching space and DL replied that it would result in an additional 13 classrooms within the development allowing for the removal of 10 portakabins to the rear of the campus and provide additional lecture space and 3 extra classrooms overall.

YM asked what student consultation had taken place, DL confirmed that staff and students were consulted last year; JG asked how many had taken part and LR with over 100 students taking part in this. The results of the consultation are available on the Campus futures website <http://www.gcu.ac.uk/campusfutures/>

EH asked if the new development would include provision for Gender Neutral Toilets, DL confirmed that GNT's, Mother's rooms, and disabled access toilets had been discussed but that there were no GNT's included in the drawings at present. He stressed that to make facilities like GNT's a reality students needed to be involved in this planning stage and inform the process.

SM asked about disabled access to the upper levels of the George Moore building while building works were being carried out. DL confirmed that the accessibility & logistics group is looking at disabled access for this period as the whole of the front of George Moore will be closed, the VPW will feed into this process through the project boards.

3. Previous Minutes

The Chair invited members to comment on the minutes of the previous Student Voice meeting, held on 1st October 2013. It was noted that the Education Policy Group had now changed to Education Committee. Members agreed unanimously to approve the minutes of the last meeting.

4. Matters Arising from last meeting of Student Voice

4. Industrial Action: the Student President confirmed that no detrimental impacts had been reported by students regarding the industrial action on the 31st Oct. There had been some closures of areas due to H&S issues, but other than these minor issues there had been no reported problems.
5. Non-alcoholic drinks option at Students' Association events: The Vice President Wellbeing stated that this item was on-going as the policy required to be amended with the input of the VPA
6. Students' Association Building focus group: The Vice President Education confirmed a focus group would meet on the 5th Dec with Facilities & Catering and that he had emailed all students inviting them to become part of this group.
7. Congestion at lecture hall entrances: The Student President confirmed he met with Facilities, and explained that this item was on-going due to the positioning of the swipe card machines and difficulty in designating doors as 'in or out' due to the doors being Fire escape doors. If anyone had further questions or issues the SP encouraged them to speak to him after the meeting.
8. Ideas process: The VPE explained that this was a work in progress and that previously submitted ideas could be found online, and that the FTO's would be responding to ideas submitted with email/contact details provided as required.

5. Minutes of Student Voice Committees

The Chair confirmed that all committee reports were available online and asked if anyone had any questions.

No questions were raised.

6. Ideas

A short summary of each Idea is included below – the full text can be found online at www.caledonianstudent.com/voice and then navigating to the page for the second meeting of 2013/14.

Idea 1: Appointing Student Trustees (updated)

Submitted by: Neill Clark

“Reflecting on the divergent nature between representing students and acting in the proper manner as the trustee of a registered charity, future Student Trustees on the Trustee Board should be appointed by the Appointments Committee rather than elected.”

Following Neill’s outline of the proposals and explanation that the purpose of the idea was to provide further clarity to members of Student Voice JT asked whether the training of Student Trustees was ineffective. NC confirmed that the training provided was robust, and that the purpose of the changes was to ensure the best people were in the position of trustee while also allowing for more diversity in the make-up of the trustee board. SW commented that the elections process created a barrier for some students such as Postgraduate, part-time, mature or with caring responsibilities and that the removal of this barrier would mean that everyone was on an equal platform in applying for the role. BO’N asked if there would be any provision of quotas to ensure diversity. NC stated that quotas were not being considered at this time. RF commented that there may be the opportunity for favouritism occurring through the proposal. NC confirmed that as there would be an appointments committee as in the case for external trustees it would be unlikely that there would be any favouritism employed. SW commented that it would actually remove bias as it would be the best people not the most popular becoming selected. ML explained further that the Executive team who would make up part of the appointments committee are accountable to the members for any issues like alleged favouritism.

Idea accepted (F: 20 A: 3 AB: 0)

Idea 2: Indicative Referendum on Scottish Independence

Submitted by: Sinead Wylie

“Next year, registered voters in Scotland including 16 and 17 year olds will be asked to vote on whether Scotland should become an independent country. In order to help raise awareness of the issue the Students’ Association will be holding a series of events and campaigning to ensure students have registered to vote. In addition to these activities, an indicative referendum on Scottish independence should be held during the Students’ Association elections.”

Following Sinead’s introduction of this idea, NC advised the members that the reason it was brought to Student Voice was that a referendum required either 250 signatures or a 2/3 majority vote at SV to take place.

The Full time Officers confirmed that that main purpose of this referendum events was to provide students with information on registering to vote and also provide a platform for information and debate from both sides in the Independence issue.

Idea accepted (Unanimous)

Idea 3: Industrial Action**Submitted by: Neill Clark**

Neill outlined the idea that following from the last instance of Industrial Action by academic staff, and the proposed date of further industrial action on the 3rd of Dec by 3 unions, the full time officers felt that students should be asked whether the Students' Association should officially support this instance.

It was clarified that any future proposals by union members to take industrial action would also be put to students for referenda.

Idea accepted without amendment (F: 22, A: 0, Ab:1)**Idea 4: Updating the Sports Policy Document****Submitted by: Monika MacDonald**

Monika outlined the proposed changes to Sports Policy for members.

An amendment was proposed by Sinead Wylie and accepted by Student Voice that clothing names be submitted to a Students' Association staff member prior to ordering for approval.

Idea passed with amendment (F: 21, A: 0, Ab: 3)**Idea 5: Gender Neutral Toilets****Submitted by: Sinead Wylie**

Sinead set out the reasons why she believed that GNT's would be of benefit to students at GCU and why the Students' Association should lobby the University to include them in the Heart of Campus development.

GNT had been requested by students in the Equality & Diversity survey that was carried out recently.

Idea accepted without amendments (F: 21, A: 1, Ab: 1)**Idea 6: Oppose Sexual Objectification in Pub & Nightclub Advertising****Submitted by: Sinead Wylie**

Sinead set out the reasons why the sexual objectification of people was unacceptable in modern society and shared some images that have been used recently in Pub & Nightclubs adverts. It was proposed that the Students' Association organise a petition to publicly object to this type of marketing and lobby pubs & clubs as well as local and national government to help end this type of exploitation.

Idea accepted without amendment (Unanimous)**Idea 7: Right to Education Campaign Affiliation Policy****Submitted by: Argyll Duffy**

Following a brief discussion about the background of this idea, it was agreed that operational discussions should take place in the first instance and that this idea should be continued until the next meeting of Student Voice

Idea 8: Updating the Transport Policy
Submitted by: Monika MacDonald

Monika explained that costs for minibus hire had substantially increased for the Students' Association in part due to the increased costs due to increased demand and in insurance excess pay-outs it had had to make in light of collisions while out on hire to clubs and societies. Therefore a small charge was proposed to offset the costs incurred by the Students' Association.

Following a short discussion a vote was held

Idea Passed without amendments (F: 17, A: 3, Ab: 4)

A change to standing orders was called and item 8 was taken next

7. Student Voice Elections

The following positions were announced open for members to nominate themselves for:

- Chair of Student Voice (open to all members of Student Voice)
- Taught Postgraduate Students Officer (open to all students studying on a taught postgraduate programme)
- Part-time Students Officer (open to all students studying on part-time programmes)
- Undergraduate representative on Learning & Teaching Subcommittee (open to all students studying on undergraduate programmes)
- Elections Committee (five places)

No other nominations were received for Chair of Student Voice and Samantha Mungall was appointed.

The other results were as follows:

TPGSO: Zeph Kivungi

PTO: none

L&T SUB COMMITTEE: Robert Excellence (Ekpeloodum)

ELECTIONS COMMITTEE: Robert Wilson, Muqarrab Akbar, Pei Ling Choo, Robert Excellence (Ekpeloodum)

8. Reports

Following the FTO's commitment to producing a report for Student Voice the Chair asked if there were any questions.

John Gaughan asked Matt for an update of the number of interns in each department of the SA. Matt responded that there were 3 in the Activities Dept. 1 in Representation and Advice and there was a commitment for more with several posts being recruited for currently.

John asked if there was a commitment to increase career opportunities, the Student President responded that along with the careers service and the Student leaders Co-ordinator, he hoped that students would be able to make use of the systems in place to make them more attractive to future employers.

Mick Giblin commended Neill Clark on his push for better student engagement as he felt this had been received very positively in EBE and was hopeful of some meaningful changes to engagement.

Sinead was commended for her contribution to student wellbeing by Jonathan Tomney

The meeting was concluded at 6.30pm.



Minutes of the 3rd Caledonian Student Voice of session 2013/14

Meeting held on 27th February, 2014, at 5pm in NH008 – Students' Association.

1. Sign In:

Present:

Samantha Mungall (SM); Matt Lamb (SP); Neill Clark (VPE); Sinead Wylie (VPW); Monika MacDonald (VPA); John Gaughan (JG); Ewan Wallace (EW); Liam McCabe (LMcC); Mick Giblin (MG); Catherine Gallagher (CG); Eilidh Hollow (EH); Danielle Garrett (DG); Zeph Kivungi (ZK); Xiao Zhou (XZ); Lee Goodfellow (LG); Rico Fischer (RF); Mark Cunningham (MC); Robert Ekpeloodum (RE); Kristopher Jack (KJ); Jonathan Tomnay (JT);

Apologies: Ewan Wallace; Anne-Marie Docherty; Abdullah Khan; John Boyle; Katie Davies; Muqarrab Akbar; Jonah Chireka; Pei Ling Choo; Michael Stephenson; Pauline Dolan; Robert Wilson; Sofija Tkacenko; Ewan McLean

In attendance:

Kevin Ward (Democracy & Campaigns Adviser); Jen Broadhurst (Clerk), Caroline Miller (Senior Student Adviser)

Absent:

Emma Morrow; Sunna Kaleem; Yazmin Mann; Saheed Adegbite; Mandy Thomson; Latoya Gerry-Ovbiolokun; Argyll Duffy; Emmanuel Cousi;

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 Voice may decide to remove them from their position.

1. Welcome

The Chair welcomed new and returning members of Student Voice and asked everyone to ensure they had signed in and taken a voting card. The chair apologised for the late running of Student Voice due to the overrun of Candidates Question Time, and reminded all those present of the acceptable conduct required in all communications.

2. Previous Minutes

The Chair invited members to comment on the minutes of the previous Student Voice meeting, held on 21st November 2013. RF asked what the outcome was to the action points regarding the idea submitted by the VPW (Idea 6: Oppose Sexual Objectification in Pub & Nightclub Advertising, page 4), the VPW advised she raised it at Glasgow Student Forum and

she was waiting on an update from this. Members agreed unanimously to approve the minutes of the last meeting.

3. Matters Arising from last meeting of Student Voice

9. Industrial Action: the VPE provided an update to Student Voice on the recent proposals by the Universities and Colleges Union (UCU) for industrial action. UCU has intimated that they are considering a marking boycott from the 28th April 2014, as part of their programme of industrial action and the VP advised that the agreement to support industrial action from Student Voice was until the 1st Student Voice of trimester 2. The VPE further advised that it was for members of Student Voice to consider what action it would take in light of the UCU's proposals. The DCA clarified that Student Voice could either vote to support the industrial action and/or put the issue to a referendum for students to vote on support provision, adding that the referendum result would supersede the stance of Student Voice.

Following a discussion by several members about the pros and cons of the proposed industrial action Student Voice took a vote on: Should Student Voice support the proposed Industrial Action? For: 9, Against: 6, Abstentions: 1. Therefore Student Voice supports the Industrial Action proposed by UCU.

Student Voice took a vote on: Should a referendum be held to ascertain the student position on supporting the proposed industrial action by UCU? For: 15, Against: 1, Abstentions: 0. Therefore a referendum will be conducted during the elections week.

10. The VPW advised that she had submitted her Accessible Toilets paper to the University's Equality Implementation Group and that the University was now working towards removing the locks on all previously 'disabled' toilets. The VPW further advised Student Voice that the Students' Association building now had an accessible toilet on level 1.

4. Minutes of Student Voice Committees

The Chair confirmed that all committee reports were available online and asked if anyone had any questions.

No questions were raised.

5. Ideas

A short summary of each Idea is included below – the full text can be found online at www.caledonianstudent.com/voice and then navigating to the page for the third meeting of 2013/14.

Idea 1: Right to Education Campaign Affiliation Policy**Submitted by: Argyll Duffy**

The VPE informed the meeting that following the operational issues intimated in idea 7 at the 2nd meeting, these had now been actioned and proposed that references to staff were removed from the idea; no flag would be displayed as it was felt this could be inflammatory and the Students' Association had to be respectful to all its members. He further proposed that it should not be considered as a Liberation Campaign as these were decided on a demographic not a political basis, additionally that it should not be included in the Students' Association's all student email as the protocol was not to promote any campaigns from societies but that it could be promoted via the Students' Association's website.

The original proposer was not present.

Student Voice voted on whether to pass the proposal with the amendments.

Idea accepted (F: 13 A: 1 AB: 1)**Idea 2: Changes to Referendum Procedure****Submitted by Neill Clark**

The VPE advised the meeting that the Executive Committee believe that the requirement to obtain 250 signatures in order for a referendum to be held is unduly high and propose to lower it to 100 to make it easier for students to have referenda held on subjects which are important to them. In order to make sure that this process is not abused and that legitimate decisions are made by referenda, it is also proposed that a quota of 500 imposed as a minimum turnout below which the decisions would not be binding.

Idea accepted (Unanimous)

Precise text outlining the changes to the Constitution, By-Laws and Schedules will be brought to the next meeting of Student Voice for approval.

Idea 3: Bringing back Ethical & Environmental Officer and Committee**Submitted by: Sinead Wylie**

Until two years ago, the Students' Association had an E&E Officer and an E&E Committee to help direct the campaigning work of the Students' Association in this area. Student Voice voted at the time to remove this as they were not thought to be effective by the Executive Committee at the time. This Idea is to bring back this role and committee as the current Executive believe that these can greatly aid the work of the Students' Association.

By having a student-led Ethical & Environmental Campaign and extending decision making outside of the Executive Committee, we believe that we can engage a wider range of students in our E&E work and allow students to play a larger role in shaping the direction of the campaign. Using existing rules within the By-laws, an ad hoc E&E Committee has been set up this year and has been attended by interested students demonstrating there is appetite for this. Furthermore, the National Union of Students Green Impact project recommends having these as good practice.

Idea accepted (Unanimous)

Precise text outlining the remit of the E&E Officer and the duties of the E&E Committee will be brought to the next meeting of Student Voice for approval.

6. Reports

Following the FTO's commitment to producing a report for Student Voice the Chair asked if there were any questions from the floor, there were no questions from the floor however there were three anonymous submissions in the box:

1. The student president gets automatic entitlement to NUS Conference; what issues will he be raising?
The SP advised that once delegates have been chosen all will discuss to agree motions and amendments.
2. What progress has been made in tackling 'Lad Culture' on campus?
The VPW advised that she had written a blog raising awareness about 'lad culture' as well as worked with rape Crisis, the Community Safety Team and had engaged with upwards of 250 people at wellbeing fayre/personal safety campaign. Additionally the VPW advised that the Students' Association was actively working with NUS to diversify the movement in order to encourage more women into leadership roles. The VPA advised that she was working on an accreditation scheme to include awareness of the risks of 'lad culture' and steer sports clubs and societies away from activities that might encourage "lad culture".
3. Neill Clark VP Education: What have you been up to as the NUS Scotland Mature & part time Officer?
The VPE advised that he had lobbied the Scottish Funding Council and NUS to get part-time fees capped at the same level as SAAS funding and that the Chief Executive of SAAS was looking into the issue, which is particularly affecting part-time LLB students currently, and was waiting on feedback from him.

The VPW congratulated the VPE on his recent blog about the Prime Minister's recent speech at the London Velodrome, which received around 3000 views.

The VPW also stated that the Full Time Officers actively sought views and challenges on their reports as they all sought to be accountable for the work they carry out.

The chair clarified there were no further questions from the members on the FTO's reports.

7. Student Voice Elections

There were no nominations for the position of Part-time Students' Officer (open to all students studying on part-time programmes).

8. Any other business

The chair clarified there was no other competent business.

The meeting was concluded at 6.10pm.



Minutes of the 4th Caledonian Student Voice of session 2013/14

Meeting held on 27th March, 2014, at 5pm in NH008 – Students' Association.

1. Sign In:

Present:

Samantha Mungall (SM); Matt Lamb (SP); Neill Clark (VPE); Sinead Wylie (VPW); Monika MacDonald (VPA); John Gaughan (JG); Ewan Wallace (EW); Liam McCabe (LMcC); Zeph Kivungi (ZK); Xiao Zhou (XZ); Lee Goodfellow (LG); Mark Cunningham (MC); Robert Ekpeloodum (RE); Kristopher Jack (KJ); Anne-Marie Docherty (AD); Katie Davis (KD); Saheed Agedbite (SA); Michael Stephenson (MS); Kieran Lynch (KL); Amy Johnston (AJ); Jonah Chireka

Apologies:

Ewan McLean, John Boyle, Catherine Gallagher, Eilidh Hollow, Yazmin Mann, Rico Fischer, Many Thomson, Pei Ling Choo, Muqarrab Akbar, Pauline Dolan

In attendance:

Kevin Ward (Democracy & Campaigns Adviser); Antje Ayriss (Clerk), Caroline Miller (Senior Student Adviser)

Absent:

Mick Giblin, Abdullah Khan, Emma Morrow, Danielle Garrett, Sunna Kaleem, Argyll Duffy, Robert Wilson, Sofija Tkacenko, Jonathan Tomnay

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 Voice may decide to remove them from their position.

1. Welcome

The Chair welcomed new and returning members of Student Voice and asked everyone to ensure they had signed in and taken a voting card and reminded all those present of the acceptable conduct required in all communications.

2. Previous Minutes

The Chair invited members to comment on the minutes of the previous Student Voice meeting, held on 27th February 2014. No issues were raised and members agreed unanimously to approve the minutes of the last meeting.

3. Matters Arising from last meeting of Student Voice

1. Change to Referendum Procedure:

The VPE advised the meeting that the Executive Committee believe that the requirement to obtain 250 signatures in order for a referendum to be held is unduly high and propose to lower it to 100 to make it easier for students to have referenda held on subjects which are important to them. In order to make sure that this process is not abused and that legitimate decisions are made by referenda, it is also proposed that a quota of 500 imposed as a minimum turnout below which the decisions would not be binding.

The VPE advised that the policy for the new Referendum Procedure is currently being updated online.

2. Ethical & Environmental Officer and Committee:

By having a student-led Ethical & Environmental Campaign and extending decision making outside of the Executive Committee, we believe that we can engage a wider range of students in our E&E work and allow students to play a larger role in shaping the direction of the campaign. Using existing rules within the By-laws, an ad hoc E&E Committee has been set up this year and has been attended by interested students demonstrating there is appetite for this. Furthermore, the National Union of Students Green Impact project recommends having these as good practice.

The VPW advised that the outlining of the remit of the E&E Officer and the duties of the E&E Committee are currently being updated.

4. Minutes of Student Voice Committees

The Chair confirmed that all committee reports were available online and asked if anyone had any questions. No questions were raised.

5. Ideas

A short summary of each Idea is included below – the full text can be found online at www.caledonianstudent.com/voice and then navigating to the page for the third meeting of 2013/14.

**Idea 1: Changes to Full Time Officer Remits
Submitted by: Matthew Lamb**

This is a proposal to update the Full Time Officer Remits as highlighted in the document “Changes to Full Time Officer Remits”. The most significant changes in the document are the move of the responsibility for the Student Leaders Programme from the VP Education to the VP Activities, and, the inclusion of specific responsibilities around NUS Conferences and Community Engagement within the roles of Full Time Officers. The rationale for moving responsibility for the Student Leaders Programme is that officer workloads have changed following changes to the Students’ Association’s staffing structure and that many of the volunteers who take part in SLP come from within Activities volunteering opportunities.

Idea accepted (Unanimous)

Idea 2: Changes to Student Trustee Regulations

Submitted by: Matthew Lamb

The Trustee Board are the trustees of the Students’ Association, which is a charity. Section 1.2 of the bye-laws outlines the composition of the Trustee Board:

“The composition of the Trustee Board shall be made up of:

- a) Four Full Time Officers (sabbatical trustees)
- b) Three appointed student trustees selected by the Appointments Committee and who shall not hold any Office Bearing position within the Students’ Association
- c) Three appointed external trustees selected by the Appointments Committee
- d) The Chief Executive and Clerk will be in attendance”

The bye-laws currently prevent any student who is in an Office Bearing Position from being selected as a Student Trustee.

The Trustee Board in May 2013 approved removing this clause from the bye-laws; however it also requires the approval of Student Voice. Extract from Paper to Trustee Board on 16th May 2013:

“Student Trustees and Holding Office Bearing Positions

The Bye-Laws, as part of the Constitution of GCU Students’ Association, state that that student trustees cannot hold ‘any Office Bearing position within the Students’ Association’. This aspect was included when the Trustee Board was created to manage conflicts of interests and anxiety by members of the Executive Committee at that time. At present we view Office Bearers as Full Time Officers, School Officers, Student Voice Officers, Sports, Societies and Media Group Committee Members but not ordinary members that are involved in activities or are Class Reps. It is worth highlighting that the Students’ Association now has a Conflicts of Interests Policy. Please note that students have withdrawn from standing as a Student Trustees as they could not then continue their current role, for instance Societies President.”

The Trustee Board felt that any conflicts of interests can be managed through the Conflicts of Interests Policy and identify by the Trustee Board Appointments Committee at the interview stage.

For this decision of the Trustee Board to be implemented, Student Voice needs to approve the removal of the text in red above.

If Student Voice votes to approve this Idea, the new rules will apply to all future appointments of Student Trustees.

Idea accepted (Unanimous)

Idea 3: Recording of Student Voice

Submitted by: Mark Cunningham

Radio Caley are currently investigating acquiring additional equipment that would allow them to record events like Student Voice for either live broadcast or to be played at a later date. One of the events they would like to record is Student Voice. Members are being asked to decide whether or not they are happy for this to be piloted next year should Radio Caley be in a position to do so. It is hoped that this could be a way of creating greater student engagement. The plan is to record one SV session and then broadcasting it before broadcasting every SV meeting live.

Idea accepted (Unanimous)

Idea 4: Sexual Health Clinic on Campus

Submitted by: Sinead Wylie

This year there has been initial research undertaken into the possibility of providing a sexual health clinic for students on campus. As this work is still underway and the Students' Association and University are not yet in a position to make recommendations on how best to proceed, this Idea asks Student Voice to pass this mandate on to the incoming Vice President Wellbeing.

The Students' Association are already very involved with work around sexual health including sexual health awareness campaigns and the distribution of free condoms through our Advice Centre. We also recognise that accessibility to sexual health services is important to our membership and so if feasible, an on campus service would be of great value.

Idea accepted (F: 15 AB: 1)

Idea 5: Expanding Advice Centre Services

Submitted by: Sinead Wylie

Each year, the Full Time Officers visit a variety of other students' associations to observe best practice and investigate different ways of delivering services to our members. During this year's visits it was noted that advice centres in other parts of the country have a greater focus on issues facing students beyond academic issues such as those related to debt and housing.

On this basis, it is proposed that Student Voice gives the 2014-15 Vice President Wellbeing a mandate to investigate the expansion of the Advice Centre services to include more advice on issues such as those mentioned above.

Idea accepted (Unanimous)

Idea 6: Gender Balance on Student Voice and NUS Delegations

Submitted by: Sinead Wylie

This year, the Students' Association has been participating in the Diversifying the Movement project within NUS. This project has aimed to address some of the problems facing students' associations in terms of making sure all groups are represented amongst their Full Time Officers. There has been a particular focus on women as the divergence between the proportion of women in the student population and women in the student officer population is the most dramatic.

To this end, the Students' Association has been working through an action plan that was brought to a previous meeting of Student Voice to address some of the areas identified as potential barriers to women standing for election. Although we have made some progress, it is not evident from this year's elections both in terms of candidates and those successfully elected. In addition, the Students' Association historically has underrepresented women from the perspective of Full Time Officer roles. In the last ten years, 70% of those elected as President, VP Education and VP Activities have been men and all elected as VP Wellbeing have been women. This year of course, men have been elected into all four roles and no women stood (after candidates withdrew) for Student President or VP Education.

What we have seen is a skew towards women standing for VP Wellbeing (5 of the 6 women candidates in this year's elections stood for this role), a worrying lack of women standing to be Student President (in only 4 years in GCUSA's 22 year history have we had a women Student President) and a general trend towards men filling the roles of VP Education and VP Activities.

The steps we have taken this year are a beginning but they aren't enough. We need a proactive change in the Students' Association to ensure women are properly represented within our organisation. Therefore this Idea is to introduce gender balance for all NUS Scotland and UK Conference delegations and across the ordinary members of Student Voice. Based on our current delegation entitlement to NUS Scotland Conference of eight, this will mean that in future we will send four women and four men. Based on our current delegation entitled to NUS UK Conference of five, this will mean that at least two women and two men will go to conference with the final place open to either gender.

For Student Voice, this means that of the eighteen places open to ordinary members, nine of these will be men and nine will be women.

For the avoidance of doubt, students who define a being neither a man nor a woman will not be prevented from taking a place on Student Voice or on a conference delegation and in this event the number of place will be recalculated accordingly.

In the event that there are places remaining after nominations have closed these will be deemed as open places but there will still be an emphasis on maintaining the gender balance where possible.

Idea accepted (Unanimous)

Idea 7: Improvement to the By-Laws

Submitted by: Neill Clark

Over the course of time, it becomes apparent that some part of the documents that make up the rules of the Students' Association are now outdated. Below is a list of proposed

changes and the rationale for them. You will find the text changes to the By-Laws in the document "Improvements to the By-Laws".

Remove the INTO Students' Officer from the By-Laws

The role of INTO Students' Officer was introduced in 2008 to ensure proper representation for students studying at INTO Scotland. Since then it has been established that they are full GCU students and are represented through the Class Rep System. The Students' Association has also established good links with INTO to ensure proper communication with students on those programmes. A line will be added to the International Students Officer's remit.

Remove the Halls Officer from the By-Laws

In recent years, the university has established a system of Residential Assistants to look after the needs of students living in Caledonian Court. In addition, the broader issue of student housing has been looked at by the VP Wellbeing

Merge the roles of Mature and Part-time Students Officers to create a Mature & Part-time Students Officer

This matches the current arrangements which are seen in NUS and makes sense at GCU as there is a very large crossover between both groups of students and many of the issues facing these groups are the same.

Replace the Research Postgraduate Students Officer role with three Postgraduate Research Experience Representatives

Working with the Graduate School, the new role of PGR Experience Representative has been established for each School. This ensures better representation of research students and greater collaboration with the university.

Idea accepted (Unanimous)

6. Reports

All members of the Executive Committee have been blogging about their work and you can read these blogs at <http://caledonianblogs.net/gcusa/>. In addition, the Full Time Officers have all produced a written report for this meeting.

The Chair invited members to ask any questions and receive verbal updates on any items in which there have been developments since the reports were written.

All other officers on Student Voice have been required to produce a report for this meeting as well and members also have the opportunity to ask questions about these.

1. JG (1) asked the SP why he did not attend the NUS UK conference with the other Officers.

The SP explained that he had been invited to be part of GCU New York launch in order to support the GCU New York Campus research and student experience; the SP believes that being part of GCU New York is a great platform for the Students' Association.

2. JG (1) asked further if it costs the Students' Association to send the SP to New York and if the money could have been used elsewhere.

The SP said there has been no additional cost for the Students' Association.

The VPW stated that she is working with the University on an Industrial Action Fund which could generate £70,000.

The VPE and VPA commended the VPW for her work.

The VPE congratulated the Student Officers from the Schools of Life Science and Engineering for generating great reports.

The SP presented the Students' Association accounts up until the end of February. No questions were raised.

7. Student Voice Elections

The results of the Student Voice Elections as follows:

1. Chair of Student Voice: Samantha Mungall
2. Deputy Chair of Student Voice: Mark Cunningham
3. Undergraduate position on the Learning & Teaching Subcommittee: Liam McCabe
4. University Senate (3 places): Neill Clark, Jonah Chireka, Pei Ling Choo

8. GCUSA Elections

The chair invited members to comment on the Elections which took place between the 3rd and 7th of March to elect our new Full Time Officers and NUS Delegation.

The chair also invited members to discuss the referenda that took place and the implications from them.

Comments on the Elections:

The SP congratulated the Elections team for a successful Election week. He praised all the candidates for their effort and energy and added that the Election team and candidates had a great impact on the high number of students voting in the Elections.

LM (29) congratulated John Gaughan on a fantastic campaign.

MS (13) commented on the great record voting turnout and atmosphere around campus during the Election week.

Comments on the referenda:

The SP informed members that the Students' Association will not support the Industrial Action.

The VPE added that the Industrial Action planned for the end of March may affect graduations. More details to follow.

KD (16) asked why the Students' Association does not support the Industrial Action. The VPE referred to the referendum result.

LMcC (29) mentioned that NUS Scotland is in support of Industrial Actions. The SP (17) explained that NUS have their own position and that the Students' Association takes the position the students have decided on locally.

9. NUS Scotland Conference

A delegation from GCUSA attended NUS Scotland Conference on the 22nd and 23rd of March.

Full Time Officers updates:

The VPE informed members that he presented a motion at the conference about part-time tuition fees – SAAS are meant to fund undergraduate fees. This motion will put pressure on the University.

The VPW informed members that she is lobbying for free sexual health testing kits and ethical investments in sustainability.

The VPA presented a motion at the activities conference for more opportunities for students to get involved in media and sports.

10. Sustainability Policy

The chair invited members to discuss the draft Sustainability Policy.

The VPW informed members that Student Voice has to pass the policy.

Vote (Unanimous)

11. Honorary Life Membership

The following people received an Honorary Life Membership:

Pei Ling Choo
Mandy Thomson
Sunna Kaleem
Muqarrab Akbar
John Gaughan
Eilidh Hollow
Marie Wilkinson
Nicole McMahon
Keith Riddoch
Steven Muir
Kieran Lynch

Charlie Graham
Clare Gifford
Matthew Murphy
Lisa Mackenzie
Lee Goodfellow
Matthew Lamb
Neill Clark
Monika MacDonald

12. Any other business

The SP thanked all members of the Student Voice for all their hard work over the academic year. He encouraged all members to keep inspiring others and take the Student Voice forward.

The meeting was concluded at 6.25pm.