



THE PANEL
your ideas, your decisions **UCSU**

Panel Meeting 06/11/16

Notes and update

Here is a summary of the discussion held at the November meeting.

Representatives in attendance: Chair – Sophie Ward, Co-Chair – Steven Shaw, Disabled students' rep – Olivia Frame, – LGBTQ Rep – Callum Baines, Men's Rep Taylor Morrison-Eaves, International students rep – Nanna Jensen, Returning to Education Rep – Fran Peat, Environmental Rep- Chris Warren, Sport Groups Rep – Emma Sheret, Lancaster Rep – Hannah Price, London Rep- Rachel Orwell, Fusehill St. Rep – Matthew Wisener, Ambleside Rep – Sam Abram, Business, Law, Policing & Social Science Rep – Natasha Bezuszkó, Health, Psychology & Social Science – Calvin Rodgeron, Medical & Sport Science- Erika Llamado

PROGRESS ON CURRENT WORK

IDEA	UPDATE	COMMENTS
Ambleside Gym	Carlisle Living are likely to be branching into Ambleside and the University and Community and Partnership Officer are working towards securing a deal for Ambleside students.	<p>The Panel has requested to continue to progress discussion on behalf of the Ambleside students. They have also asked for the Community & Partnership Officer to find out what happened about the original suggestion brought forward by the previous Officer about the possibility of a gym room with swipe access on site.</p> <p>Apparently London has a gym but students do not appear to be aware of this!</p>
London lockers	A number of lockers arrived in London but there was no suitable area to site them. 3/5 lockers were placed inside the reception area and are available to students. To date these lockers have not been used.	The Panel has asked the London rep to check these are suitable for students and for the University to publicise their existence to London students.
Canteen facilities	Arrival of Baxter Storey has somewhat improved catering but the experience of London students needs to be reviewed.	<p>London The representative reported that the facility is well used and good value for money but it might be handy to have a few ready-made sandwiches that students could grab in a hurry. This is currently not available.</p> <p>Lancaster The representative reported the prices to be quite high for students and that more choices are needed for evening meals.</p> <p>Brampton The International students' rep, who studies at Brampton, explained that their canteen is only open until 4pm</p>

		<p>and only serves hot food until 2pm.</p> <p>The Panel has requested the Community & Partnership Officer to review the catering arrangements as per the discussion above.</p>
Dated Student ID Cards	<p>Initially previous Officers suggested cards would be ready for introduction in the 16/17 academic year but now further postponed.</p> <p>The University has produced a report which is going to be shared shortly and which the Community & Welfare Officer will review and advise Panel representatives before the meeting on the 10th December.</p>	<p>The Panel understand that there were issues if students were, for example, taking a year out but are looking forward to the results of the report.</p>
Blackboard discussion forums	<p>On Blackboard, under the tab of Community, there is a UCSU discussion board. Originally this was set up with discussion threads to match each of the Officers areas of work. This was poorly/not at all advertised by previous Officers and as the area was unused, the discussion thread has been now been deleted. Is this a viable method for students to Communicate with the Union?</p>	<p>The Panel considered that in order to support them in their role, it might be useful to have a place where students could contact them/post questions that would be available to all.</p> <p>They have asked the Academic Officer to reinstate with different forums relevant to each representative and once this is set up to publicise to the whole student body with an effective awareness campaign</p>
Chill out areas	<p>Gallery in Alexandra building & Gateway in Lancaster, Calva Bar at Fusehill & refectory at Fusehill and Brampton have all been refurbished. Do these new arrangements satisfy the need for social spaces?</p>	<p>The Panel is grateful for the improvements made but here are some further comments/improvements that they would like the Officers to bring forward on their behalf:</p> <p>Alexandra Building</p> <p>Availability of this area may need to be flagged up to students better as not all are aware of it. The café style layout is not overly private or cosy and the room is frequently</p>

		<p>used for interviews.</p> <p>Brampton Rd.</p> <p>Sofas have been placed in the downstairs area of the canteen which means it is not accessible for disabled students.</p> <p>Calva & Skiddaw</p> <p>These are both catering places and not places to just hang out without spending money. There is some space in the Learning Gateway but this is limited.</p>
<p>NSS Actions</p> <ol style="list-style-type: none"> 1. Make good use of our time 2. Give us useful feedback, in time to apply it 3. Demonstrate that our work is marked fairly 4. Give us a break 5. Enjoy helping us succeed 6. Give us time to prepare for placement 7. Show us the money 8. Give us the Cumbria experience wherever we are 	<p>These are the points which were originally picked up by the Academic Officer last year and which now form part of the University's NSS action plan.</p> <p>Progression along these points are also tracked at Departmental Quality Committees which Departmental Reps attend and the NSS Steering Group meetings which the Officers attend.</p> <p>Are The Panel satisfied with this course of action?</p>	<p>The Panel are pleased with the level of student engagement in these areas but have raised their concerns in situations where perhaps representatives may not fulfil their role as they should.</p> <p>Officers are requested to discuss which additional quality measures can be put in place to further ensure that actions are followed up and communicated to students.</p>
<p>Long-term loan of University laptops in emergency cases</p>	<p>The Welfare & Support Officer confirmed that a system has now been in place since the start of the new Academic year.</p>	<p>The Panel has asked the Welfare & Support Officer to check with students if this system is operating and it is satisfactory.</p>
<p>Multiple plugging locations for charging equipment</p>	<p>A trolley has been in place at Fusehill since the beginning of this Academic year. The trolley is a mobile charging station, located in the Learning Gateway.</p>	<p>Lancaster The representative reported that there are now far more sockets and that things have definitely improved.</p> <p>Brampton The International Students' rep reported that a power trolley would also be useful at Brampton.</p> <p>Not all students appear to be aware that plugs in floors can be used.</p>

		<p>The Panel have asked the Community & Partnership Officer to ensure that sockets in floors are better advertised to students and to pursue provision of trolley at Brampton Rd.</p>
<p>£5 notes in cash machines</p>	<p>The machines are owned by the banks and are unable to handle the new £5 notes. The addition of smaller denominations will result in machines needing filled more frequently or run out of that denomination anyway.</p>	<p>The Panel have considered that under the circumstances this matter no longer needs to be pursued until such time as machines will be able to deliver the new £5 notes. However, they wish the Community and Partnership Officer to continue to pursue the following:</p> <p>London has no cash machine and the nearest is 15mins away.</p> <p>Fusehill St. may benefit from an additional machine in case of breakdowns</p> <p>The Lancaster machine is not easily accessible for disabled students.</p>
<p>Prayer Rooms</p>	<p>Fusehill has prayer room access in the Chapel, Ambleside will have a new area in Rigg Cottage, Lancaster has the Chapel and a space in the William Thompson building and London has also been allocated prayer space. At Brampton Rd. a suitable location is currently being sought.</p>	<p>The Panel have expressed some concern with the sale of the William Thompson building as one of the prayer areas will be lost.</p> <p>They have asked the Community & Partnership Officer to review this and, in addition, to pursue the following:</p> <ul style="list-style-type: none"> -Prayer spaces to be re-advertised and students advised on the purpose of the space (i.e. also for quiet contemplation) -Facilities are better neutral in order to encourage multifaith approach.
<p>Hearing Loop Systems</p>	<p>Full audit of loops was</p>	<p>The Panel is aware that such</p>

	<p>completed last month. The University will be employing a specialist technologist to resolve any existing issues.</p>	<p>facilities are available only in certain rooms but that they are vital to support students with hearing difficulties.</p> <p>They have tasked the Disabled Students Rep to work alongside the Welfare & Support Officer to find out more about the needs and difficulties of such students. Any student with issues regarding hearing loops, please e-mail your representative, Olivia Frame, so that she can include your views in her feedback.</p>
<p>Free dyslexia tests</p>	<p>The University will pay 50% of such costs.</p>	<p>The Panel has considered that ideally there should be a higher contribution and that students, once diagnosed, have a lot of further expenses to meet.</p> <p>They have tasked the Welfare & Support Officer to find out what the current arrangements are.</p>
<p>Water dispensers</p>	<p>Provision was reviewed but no further fountains have yet been installed.</p>	<p>Appropriate student representatives reported as follows:</p> <p>London Provision is adequate but location is not very visible</p> <p>Fusehill St. & Lancaster Further provision would be highly desirable</p> <p>Brampton Rd. Additional dispensers also required and possible suitable location would be next to dance studios.</p> <p>The Environmental rep has also asked that some consideration is given to environmental impact of single use plastic cups. A suggestion was made with regard to alternative provision of drinking fountains, as opposed to</p>

		<p>dispensers.</p> <p>The Panel has asked the Community & Partnership Officer to continue discussions with the University to ensure additional sources are installed.</p>
Food waste diversion	<p>The Environmental representative reports that as much as possible is actually being composted in Ambleside and Baxter Storey show an interest in applying this to other sites.</p>	<p>The Panel are impressed with the efforts being made and have asked for this to be publicised for every campus.</p>
Ambleside bus	<p>Survey currently being undertaken amongst students to ascertain demand</p>	<p>Results of survey to be reviewed in the new Academic year.</p>
Increase University use of renewable energy	<p>The University is actively seeking such initiatives to apply to all new builds. In Lancaster, the new building between the Keep and College North, will have solar panels and the University is currently seeking better energy sources for other existing buildings.</p> <p>The Environmental rep will work with the Welfare and Support Officer to raise/track environmental issues at University.</p>	<p>The Panel are pleased that the University is considering their environmental impact where they can but believe that not many students are aware of the improvements that are being made.</p> <p>Officers are requested to liaise with the University to further advertise such initiatives.</p>
Photography studios and Dark rooms to be open longer at Brampton Rd.	<p>Currently opening hours are 09:30-16:00 and this is causing difficulties for students.</p>	<p>The Panel have asked the Community & Partnership Officer to continue to pursue this, with the aim of opening these spaces in line with library hours.</p>
Library opening hours	<p>A pilot was undertaken in London to measure the effect of opening libraries longer to best accommodate the needs of students.</p>	<p>London The representative fed back that it useful to have extended access to the library but the area is often unsupervised and becomes noisy.</p>

		<p>Fusehill The representative reported that advertised hours are not always kept</p> <p>Lancaster The representative suggested it would be helpful for the library to be open on Saturdays</p> <p>Teaching students often find it difficult to access the resources they need to prepare their lessons as their placements do not finish early.</p> <p>The Panel have asked the Community & Partnership Officer to continue discussions regarding library opening hours, ideally with a view to have 24 hr access on at least 2 days a week. This access also needs to be suitable for students with disabilities.</p>
<p>Graphic design studio blinds at Brampton Rd.</p>	<p>This area is often too bright for students to work in. The Community & Partnership Officer has confirmed that windows have been measured up for blinds to be fitted.</p>	<p>The Panel is happy with the progress made on this request and no further action is required.</p>
<p>Additional printers for London</p>	<p>Printers are now in place by the entrance and in the library.</p>	<p>The London representative confirms this is in place but would request for instructions to be left by the printers to help students with their use.</p> <p>The Panel has requested the Community & Partnership Officer to look into this, on behalf of London students.</p>
<p>Student safety campaign</p>	<p>Raise awareness amongst students of different ways of keeping safe, whilst at University.</p>	<p>The Panel have requested the Welfare & Support Officer to link with Lancaster University Students' Union on this matter, in order to follow joint campaigns. Furthermore they would also like a joint effort in securing safe travel back to campus from a night out.</p>

NEW IDEAS CONSIDERED

2016.01

Better/increased time allocations for sport groups at Lancaster Sport Centre

Discussion in support

- When new teams are formed at the start of the year, having 1 training slot is not enough to have teams ready for their competition events within 3 weeks.
- Students with less skills definitely do not have enough time to train in their teams
- Not all sport teams currently have indoor time allocated for training
- Whereas local people could access alternative local amenities such as Salt Ayre Leisure Centre, for students this is the only location available . Groups cannot book Salt Ayre facilities in the same way.
- When time is split amongst teams, most have an hour only and this is affecting team performance and results.

Alternatives

- The Sport Centre also operates for the community and equal right to access needs to be ensured
- Perhaps gym classes could be run in the seminar room instead of the hall?
- There may be a possibility that Lancaster gymnastics may use alternative spaces, thus freeing some time for groups
- A possible review of time allocation for each group is required

DISCUSSION OUTCOME

The Panel voted in support of this Idea

AGREED

The Panel has requested the Community & Partnership Officer to work with the UCSU Groups Facilitator, Sport Groups Representative and Sport Centre staff, in order to improve slot availability for groups.

2016.02

Microwaves and kettles to be available for students in Lancaster and Carlisle

Discussion in support

- In Lancaster, student prices are high and this would make a big difference for students. Nursing students are on site 9-5 and have to buy expensive coffee and food and pay 50p for water.
- Current catering is poor for allergies, often resulting in limited choices or higher costs.
- Sundries not necessarily included in meals but this is not always flagged up by catering staff
- Facilities for students to warm up their own food, should they wish to, should be provided by the University.

Alternatives

- Ambleside café is quite cheap and alternatively students go into town for food. May benefit from a microwave but unclear how much it would be used.
- London facilities are quite cheap and the space is small and therefore unlikely to find a suitable location
- In general, drinks or hot water are not that expensive, however, Fusehill St. does not have Pot Noodles on sale.
- Who would be responsible for maintaining equipment and cleaning it?
- Should we consider improving existing catering instead?
- Boilers and kettles have issues with safety and environmental costs

DISCUSSION OUTCOME

The Panel voted in support of microwave provision but not kettle provision.

AGREED

The Panel has requested the Community & Partnership Officer to start discussions with appropriate staff at the University to secure provision of a microwave on various sites.

2016.03

More student parking at Ambleside campus

Discussion in support

- Students, lecturers and visiting speakers alike, struggle to find a space to park on campus
- Students pay for their parking but often cannot find a space
- Public transport is expensive in the area and a short distance travel can cost £4.20
- The bottom car park is advertised as the University of Cumbria car park but is also used as a standard car park

Alternatives

- An additional 23/26 parking spaces have now been added by the new student accommodation
- Better public transport may also alleviate issues with parking on site

DISCUSSION OUTCOME

The Panel voted in support of this Idea

AGREED

The Panel has asked the Community & Partnership Officer to start negotiations with appropriate staff at the University to ensure that, at least during term time, the bottom car park should remain for University use only. Furthermore, they would also like to explore the possibility of a sponsored local bus deal for students.

A review of how parking facilities are advertised to students in order to manage their expectations may also be useful, particularly in London.

2016.04

Cumbria top-up card for printing

Discussion in support

- The original system was far simpler and the £1 pre-load is not sufficient for most students
- The online system is not particularly user-friendly and £5 is a lot if you do not have the money in the first place
- The system is also not particularly helpful for international students who may not have a UK bank account.
- Sport teams have a lot of forms to print which they sub through their funds but this is raised from cash to cash!
- The system may be harder to use for older students or dyslexic students

Alternatives

- The original system allowed the library to add money to cards so maybe this could be re-instated, together with the online system?
- Restricted pre-loaded funds can help with reducing needless printing.
- Tutors may help by flagging out, if any forms need printing, which portion of the document is necessary. Similarly documents for printing should be concise to reduce printing costs to students.

DISCUSSION OUTCOME

The Panel have voted in support of this Idea

AGREED

The Panel has requested for the Community & Partnership Officer to start negotiations for the introduction of a cash system which allows students to put small amounts on their Cumbria cards, to work in conjunction with the existing online top-up system.

2016.05

Lighting levels on Ambleside campus

Discussion in support

- Light on campus is really intrusive overnight and a lot of places that nobody uses are still lit
- In some areas the street lighting would be more than sufficient and security believe that student safety would not be compromised

Alternatives

None discussed

DISCUSSION OUTCOME

The Panel have voted in support of this Idea

AGREED

The Panel has requested for the Community & Partnership Officer to discuss these issues to ensure that lighting on the Ambleside campus is reduced.

Date of next meeting: Saturday 10th December

Ideas deadline for that meeting: Friday 2nd December