



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

# Panel Meeting 01/04/17

## Notes and update

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*Here is a summary of the discussion held at the February meeting.*

*Representatives in attendance: Chair – Sophie Ward, Co-Chair – Steven Shaw, LGBTQ Rep – Callum Baines, International students rep – Nanna Jensen, Lancaster Rep – Hannah Price, Fusehill St. Rep – Matthew Wisener, Ambleside Rep – Sam Abram, Business, Law, Policing & Social Science Rep – Natasha Bezuszeko, Medical & Sport Science- Erika Llamado, Institute of Education Rep – Anna Fletcher, Post-Grad Rep-Matt Bradbury, Disabled Students Rep – Olivia Frame, Calvin Rodgerson -Health, Psychology & Social Studied Students Rep, Taylor Morrison-Eaves-Mens Rep, Fran Peat-Returning to Education Rep.*

## PROGRESS ON CURRENT WORK

IDEA	UPDATE	COMMENTS
<b>Ambleside Gym</b>	A survey will be issued by GLL (contract in Carlisle) on Monday to Ambleside students.	Community & Partnership Officer to ensure the survey is shared via social media, student email and in the UCSU newsletters.
<b>Water dispensers</b>	Water fountains have been put in place at Fusehill Street in the Bowscale building, Brampton Road outside the SU office, Ambleside in the Charlotte Mason building and in the Alexandra Building in Lancaster.	Item to be closed once water fountains are in place at Lancaster in the Gateway Building.
<b>Ambleside - Windermere bus</b>	The Community & Partnership Officer asked the Ambleside representatives how many students this effected and whether a campaign was still needed.	The Ambleside Rep confirmed that many students, particularly 2 <sup>nd</sup> and 3 <sup>rd</sup> years are affected. The UCSU Panel would like to see the Union run a campaign to introduce a student price for the bus - Windermere to Ambleside.
<b>Reintroducing the service of topping up Cumbria cards on campus.</b>	The University have confirmed that in emergency situations a few pages can be printed for them. To do this a student would have to email the documents over to the Library desk and then pay the required amount of money in cash.	The UCSU Panel suggested that this system would not work "out of hours" and therefore is not fully satisfactory. They would like the Welfare & Support Officer to discuss with the University to also consider using voucher codes for smaller amounts, which could be given out by security, out of hours.
<b>Ambleside Car Park</b>	The Community & Partnership Officer confirmed that a survey will be issued to students after Easter.	The UCSU Panel felt that this issue could be resolved with the local bus service introducing a student price, as this may reduce the number of cars being taken to the site.

<p><b>Microwaves and kettles to be available for students in Lancaster and Carlisle</b></p>	<p>The Community &amp; Partnership Officer asked the Panel for the reasons why microwaves are needed in order to feed back to the University.</p>	<p>The UCSU Panel confirmed the reasons as follows:</p> <ul style="list-style-type: none"> <li>• Some students have specific dietary requirements, not catered for by outlets.</li> <li>• Some students commute and it would be easier for them to have access to a microwave to cook their own food, whenever they needed it.</li> <li>• Some students only have short lunch breaks.</li> <li>• Good for students who are studying out of canteen hours, for example in 24 hrs rooms.</li> <li>• Helpful for students on a tight budget who cannot afford to purchase food from the canteen every day.</li> </ul>
<p><b>Alternative time slots for Ambleside parcel collection.</b></p>	<p>The Community &amp; Partnership Officer confirmed this is still progressing.</p>	<p>Progress to be reported to the Panel via Facebook or email before the end of the academic year.</p>
<p><b>Ambleside planting – for green areas to be wildflower planting/gardening areas providing volunteering opportunities</b></p>	<p>The Community &amp; Partnership Officer is awaiting a plan from the Conservation society.</p>	<p>Environmental Rep to update the Community &amp; Partnership Officer on progress made to date, by the Conservation Society.</p>

## TO BE MONITORED UNTIL SATISFACTORY COMPLETION

<p><b>Hearing Loop Systems</b></p>	<p>All faulty loops have been repaired and signage is in place to confirm which rooms have hearing loops in them. University is working on introducing them into all rooms which currently don't have them.</p>	<p>Report back to the Panel and students as progress is made.</p>
<p><b>Canteen facilities &amp; food choices</b></p>	<p>A meeting with Baxter Storey and panel members took place. Canteen opening hours have been extended at Brampton Road.</p>	<p>The UCSU Panel believe that there may be different experiences on what is offered at different times and late comers may have restricted options, which may not be as healthy. The Panel has requested Officers to continue gathering feedback and continue working with Baxter Story.</p> <p>In the meantime, students should continue to complete the feedback forms which are available by the tills.</p>
<p><b>Free dyslexia tests</b></p>	<p>The Disabled Student's Rep and the Welfare Support Officer have been liaising with the newly appointed Assistive Technologist Officer at the Lancaster Campus. At a meeting, they discussed the updates regarding free or cheaper Dyslexia tests. Agreement was made to review the current situation and begin generating new ideas for the future.</p>	<p>A lot of software is available for students, to support them with accessing study materials and support their learning. The amounts that students have to pay is capped to £139.</p> <p>Screening tests will also be available ahead, to help students identify any possible difficulties they may face in their studies.</p>
<p><b>Library &amp; additional facilities opening hours (photography studios, dark rooms etc.)</b></p>	<p>Lancaster library is open on Saturday and Sunday 12-5.</p> <p>LiSS are currently looking at costings for 24 hour and longer service hours. They will give feedback when they have thoroughly looked into it.</p>	<p>Report back to the Panel and students as progress is made.</p>

## COMPLETED IDEAS

<b>Prayer Rooms</b>	Provision review at Brampton Road is ongoing as is continuous review of provision across all sites. This is led by Alex Logan and she urges students to send any feedback directly to her.	No further action required.
<b>Long-term loan of University laptops in emergency cases</b>	The Welfare & Support Officer confirmed that a system has now been in place since the start of the new Academic year.	No further action required.
<b>NSS Actions</b> <ol style="list-style-type: none"><li>1. Make good use of our time</li><li>2. Give us useful feedback, in time to apply it</li><li>3. Demonstrate that our work is marked fairly</li><li>4. Give us a break</li><li>5. Enjoy helping us succeed</li><li>6. Give us time to prepare for placement</li><li>7. Show us the money</li><li>8. Give us the Cumbria experience wherever we are</li></ol>	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.  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.	No further action required.
<b>Increase University use of renewable energy</b>	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.	No further action required.

	<p>The Environmental rep will work with the Welfare and Support Officer to raise/track environmental issues at University.</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.</p> <p>London students have access to cash machines within 5 minutes from the campus and use of the existing machines across sites is not such to justify any changes at the moment.</p>	<p>No further action required.</p>
<p>Additional printers for London</p>	<p>Printers are now in place by the entrance and in the library.</p> <p>Instructions are now also attached to the printers.</p>	<p>No further action required.</p>
<p>London lockers</p>	<p>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.</p>	<p>No further action required.</p>
<p>Dated Student ID Cards</p>	<p>The Panel received a report from the Community &amp; Partnership Officer which explained the difficulties of implementing this. The Panel concluded that the benefits are not great and they appreciate the University stand point.</p>	<p>No further action required.</p>
<p>Blackboard discussion forums</p>	<p>The assigned Blackboard space was reviewed with UCSUs Marketing &amp; Communications Facilitator and it was decided that this location is not effective or suitable for communication with students. Facebook</p>	<p>No further action required.</p>

	<p>pages and Officers will be further promoted and students encouraged to comment from there.</p>	
<p>Chill out areas</p>	<p>Alexandra Building</p> <p>-Updated but must remain in shared use.</p> <p>Brampton Rd.</p> <p>-There is an area of the cafeteria allocated as a chill out area.</p> <p>Calva &amp; Skiddaw</p> <p>-Students can access these areas without purchasing food and drink.</p> <p>There are limitations to these allocations but they are continuously reviewed for improvement by the University.</p>	<p>No further action required.</p>
<p>Multiple plugging locations for charging equipment</p>	<p>The Panel has reported a general improvement and are satisfied.</p>	<p>No further action required.</p>
<p>Food waste diversion</p>	<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>Different processes are in place at each campus for food waste diversion, this is to be communicated to students by the Welfare &amp; Support Officer.</p>	<p>No further action required.</p>
<p>Graphic design studio blinds at Brampton Rd.</p>	<p>Partial screening has been applied to the studio windows and both students &amp; tutors have commented that this has made a big improvement.</p>	<p>No further action required.</p>

<b>Student safety campaign</b>	<b>We are working in partnership with LUSU for safety messages which are to be shared via UCSU social media channels by Welfare &amp; Support Officer.</b>	<b>No further action required.</b>
<b>Sports Centre Bookings</b>	<b>Students are now negotiating with the sports centre as and when they need additional bookings and the feedback has been positive.</b>	<b>No further action required.</b>
<b>Ambleside Lighting</b>	<b>Some lights have been redirected in the car park, which has reduced some lighting. Lighting on site will continue to be reviewed.  Suggest that Community &amp; Support Officer, together with Environmental and Campus Reps monitor this on an on-going basis.</b>	<b>No further action required.</b>

## NEW IDEAS CONSIDERED

9

To bring back a space with a bar as a social space on Lancaster Campus and a student bar in Ambleside.

### Discussion in support

- Brampton Road would like access to a social space with a licence for evenings and when shows are taking place.

### Alternatives

- In Lancaster the University are looking into opening Café Martineu on an evening for the use of students as a social space. They are also looking into an alcohol license.
- Students can apply for an alcohol license with UCSU for any events they wish to hold.
- It was suggested the Rigg cottage can be used as a social area on an evening too. Depending on the use of the space the demand for a bar could then be presented to the University.
- It was confirmed that The View space can be booked for student events for free and the bar can be open although there is a charge for staff time.

### DISCUSSION OUTCOME

The Panel voted in support of this Idea.

### AGREED

The Panel has asked the Community & Partnerships Officer to let students know about the Panel's comments on the work already taking place to create social spaces for students on an evening and in regards to licences for alcohol. Review Rigg Cottage opening times if necessary, to allow access after midnight.

10

### Grocery Store on campuses.

Discussion in support	Alternatives
	<ul style="list-style-type: none"><li>• There are grocery stores very close to each campus.</li><li>• The library sells stationery should students need stationery urgently.</li><li>• The catering outlets sell milk for students. A suggestion could be considered for catering outlets to sell bread too.</li></ul>



**DISCUSSION OUTCOME**

The Panel rejected this idea.

**AGREED**

The Panel agreed that given that there are already grocery stores close to campus that this idea should be rejected.

### IDEAS TO BE CONSIDERED

This UCSU Panel meeting was the last panel meeting of the 2016-17 academic year. There were 3 ideas on the Ideas platform that didn't quite reach 25 likes but had over 15 votes. The UCSU Panel were asked to consider these ideas and whether the UCSU Officers should spend time speaking with students to determine whether there is a demand for these ideas to be actioned.

### 11 - Out of hours vending machine in Fusehill Campus near 24 hour suites.

Discussion in support	Alternatives
<ul style="list-style-type: none"><li>• There are currently vending machines in the Learning Gateway which closes between 5 &amp; 6pm.</li><li>• It would be beneficial for students to have access to some type of food after hours.</li></ul>	<ul style="list-style-type: none"><li>• Currently the vending machines on campus are located where they are most used.</li></ul>






**DISCUSSION OUTCOME**

The Panel voted in support of this idea.

**AGREED**

The Panel agreed that the Community & Partnership Officer should encourage students to vote this idea up to 25 likes and then liaise with the University to encourage them to purchase an additional vending machine for the Bowscale building.

## 12 - A printing allowance for teaching courses on placement.

### Discussion in support

- Students on teaching placements are expected to print a 97 page document before going onto placement.
- Whilst on placement students are expected to print various materials on various sizes of paper. Printing is not always allowed whilst on placement but is required for teaching lessons.

### Alternatives

- University lecturers should confirm which pages are required and students should only print those.
- Other courses also need to print materials in order to achieve their course and have to pay large amounts of money. For example Photography.
- Where there is a required document over 50 pages the University should consider making this free for students.
- Consider adjusting printing costs.

### DISCUSSION OUTCOME

The Panel voted in support of this idea.

### AGREED

The Panel agreed that the Welfare & Support Officer should encourage students to vote this idea up to 25 likes and then liaise with the University to encourage them to consider printing allowances where material is a requirement for placements or consider reducing printing costs. They would also like all messages to include students and lecturers considering the environmental issues printing can have too.

The Panel would also like UCSU to ensure that the University makes it clear when students apply for a course that such additional expenses are necessary in order to complete their course.

## 13 – More washing machines.

### Discussion in support

- There are only a couple of washing machines and driers available at each of the University accommodation buildings.
- It can take 2 or 3 trips to the facilities in order to find a free machine.
- Some of the newer accommodation in Ambleside has dish washers which are not needed.
- Consider moving washing machines from older halls which are not used as often in Lancaster to newer halls.

### Alternatives

- Ensure the University includes washing machine costs in details about student accommodation.

### DISCUSSION OUTCOME

The Panel voted in support of this idea.

### AGREED

The Community & Partnerships Officer should encourage further student support for this idea and to then liaise with the University to encourage them to purchase additional washing machines for all University own & run halls.