

STUDENT EXPERIENCE COMMITTEE

NOTES of the SIXTH meeting of the STUDENT EXPERIENCE COMMITTEE

in the 2017-2018 academic session held on THURSDAY 28 JUNE 2018, in QM068,
Greenwich Maritime Campus

Present:

Karen Bryan, DVC (Academic) (Chair)

Christopher Bustin, HIR

Christine Couper, DSP, PAS

Simon Leggatt, DSE FEH

John Schless, CEO SUUG

Colin Allen, DSE, BUS

Paul Butler, DILS

Meike Imberg, Pres SUUG

Iain Morrison, HMC

Chris Shelley, DSAS

In Attendance:

Henry Setter, SUUG

Lynne Savage, (Secretary)SAS

Apologies:

Marianne Boyle, HoSS

Michael Flanagan, DEF

Corinne Delage, DSE, FACH

Mike McGibbon, DSE FES

SEC17.46 MINUTES AND ACTIONS ARISING

The Committee introduced themselves to the new Vice President, Welfare SUUG, Henry Setter. The Chair welcomed Henry to the meeting.

The minutes of the meeting held on Thursday 15 May 2018 were **approved**.

Actions Arising

Attendance and Engagement policy had been amended to incorporate guidance around Distance Learning programmes.

This **closed** the agenda item.

Academic Calendar

Work was ongoing on the academic calendar, with further discussions around revision weeks taking place.

The Task and Finish group was still to be set up to discuss activities for Weeks 38-40, with a pilot running in each Faculty. DSAS and Sharon Perrera (for ILS) were to be involved.

The Academic Calendar will be **submitted** to Academic Council for approval early in the new academic year.

Following the review of the role of student engagement in the Annual Review Process - DSAS had looked at the payment system for students to see how it could be simplified, and had further work to do.

Revised Fitness to Practise procedure had been submitted to Academic Council. FEH are examining the issue of when to use FtP and when to use Disciplinary Procedures.

This **closed** the agenda item.

DSAS had circulated a link to **Sexual Violence** information on the website to SEC members.

This **closed** the agenda item.

UoG Sports Strategy - HoSS to bring draft report back to SEC next academic year.

DSAS had provided a briefing document around **Disability & Dyslexia Services** for DSE's to disseminate.

This **closed** the agenda item.

Student Surveys sub-committee - Secretary had diarised a reminder to DSE's about reporting back from Faculty SECs around the re-energised initiatives. PAS had recirculated the survey timetable.

This **closed** the agenda item.

Learning Analytics Governance Documents had been submitted to Academic Council.

This **closed** the agenda item.

SEC17.47 Death of a Student – procedure

DSAS presented a paper *SEC17.P042 Death of a Student – procedure* on behalf of ADSAS. He explained that it had been slightly updated, and had been agreed by SUUG. Although this is an uncomfortable topic, it was agreed that it is necessary to have a procedure in place in the sad event of a death occurring. It was suggested that a PR contact be added.

The Chair wondered how easy it was to take a student off all contact lists. DILS said there was a “deceased” flag which would ensure this happened with all central contact lists, and that DSE's would need to deal with local lists. He also felt that “out of hours” numbers should be added to the document. The Chair thanked DSAS and said that it was very useful, and was approved once additions had been made.

SEC **noted** the updates.

SEC **approved** the procedure.

ACTION: Revised Death of a Student procedure to be circulated once additions had been made.

SEC17.48 Team Greenwich

Pres SUUG presented *SEC17.P043 Team Greenwich – Clubs and societies End of Year Report*

She outlined the main points of the report, showing that overall membership was up to 4588, with 115 student groups overall. Highlights included the Midwifery society hosting an event at Avery Hill, and the Isoc having an exceptional year. With the opening of Dreadnought she was expecting 2018/19 to present whole new opportunities. CEO SUUG said that the membership being higher than expected was good news. An annual report would be produced for October, for the first time.

A recent outcome based survey, with over 250 participants, was showing initial good results. Pres SUUG said that the recent approval of an Academic activities co-ordinator was further good news.

Pres SUUG said the report did not really cover activities at Medway, as these were co-ordinated by GKUnions, but would be included in the October report.

The Chair asked if the DSE's could supply information about academic societies for the Annual report and was advised that they could. The Chair wanted to establish if there were any gap areas. The Chair thanked them for the report and said it was really positive.

SEC **noted** the report

ACTION: DSE's to provide information around academic societies to Pres SUUG for Annual report.

SEC17.49 SUUG – End of year presentation

Pres SUUG presented *SEC17.P044 SUUG – End of year presentation*. The report was a new initiative, detailing the main focus points (The Big Plan) for the year: Representation; Influencing the University; Wider Influence; Employability; Managing Money; Health and Wellbeing; Communities and Local Communities. Pres SUUG gave updates on each of the focal points. Pres SUUG also updated the committee about the SUUG internal operations around pay, contracts etc. and their new focus on improving SU culture and presence within the university.

An SU had a Democratic Review with a referendum planned for October 2018, and a new representation team would ensure support for those attending University meetings. Details were given of various external organisations that SU team were members of - such as NUS, BUCS - and nominations for awards that had received. Employability continued to be a key driver, with over 150 students having worked for SUUG. Further developments were planned for 2018 around support for students in managing their finances SUUG continued to offer Health and Wellbeing support in many areas. Student Communities were being developed with a new co-ordinator starting in August 2018. Local community relationships continued to grow, as did the link with GK Unions. The opening of Dreadnought presented exciting new opportunities, which would also help with the money management developments.

Pres SUUG detailed future plans including the rebrand of SUUG. To finalise Pres SUUG reminded members of the support required from staff – responsiveness, working with SU, feedback, course quality, employability, getting the basics right and a “Student First” attitude. She thanks ILS for their support on one of the SU successes – online printer credits. She thanked members for their support over the year, and said that all in the room had contributed in some way. Pres SUUG confirmed that following the closure of Sparrows, an alternative offer in The Dome was being developed. For instance, a Community Fair was due to take place this Sunday, allowing parents to bring their children, giving the campus more of a family feel.

The Chair thanked Pres SUUG for the report, and commented that it was a great idea to have a forward looking report at this point in the academic year. She looked forward to working with Pres SUUG next year.

SEC **noted** the report.

SEC17.50 Bus and Locker Survey – recommendation

Pres SUUG presented *SEC17.P045 Bus Survey results* and DSAS tabled an additional paper *Proposals* on behalf of Estates & Facilities.

Pres SUUG outlined the main findings, that the bus service to Medway needed reviewing, buses needed more modern amenities, including charging points, and that a conversation needed to be had around later buses, especially if the University wanted Dreadnought to be the heart of the University for all students.

DSAS explained that the document containing costings for the proposals had not been agreed, but asked SEC to endorse them. DSE FEH wondered if we should wait until Transport had commented, but added that he was concerned about the safety of students travelling to and from Greenwich at night.

HoIR felt it was clear that there were two priorities – provision at Medway over the summer which was highlighted by HIR given that summer schools are running, and a later service between Greenwich and Avery Hill given the closure of sparrows and Greenwich as a social centre being promoted.

CEO SUUG said that only 15% of students at AH had used Sparrows bar, hence it was closing. He felt there may need to be a compromise between the proposals and what was actually provided.

The Chair clarified that the key issues for the SU were travel to and from Medway during non-term time and the AH evening service. The SU were aware that it was a significant request, and that there was no agreed funding over and above the current transport budget. The Chair also commented that she had never seen any directions for how to get from Falconwood station to AH campus – a short walk. Henry said he had often walked it, and it was a nice walk. The Chair said she would ask M&C to do work on a walking route map.

SEC requested that the SU consider the requests in priority order. Pres SUUG was seeing the VC in 2 weeks’ time and would raise, and then the Chair would take the paper with the priority order indicated to VCG.

SEC **noted** the report.

ACTION: CMO to ask M&C to prepare route plan from Falconwood station to Avery Hill campus.

DEF had submitted some information around *Lockers on campus*. The Chair said although useful, the data was not qualitative – we would need to know how many students were using them, what size they were etc. so a decision could be made on what was required. It was agreed that SEC would ask Estates for usage data, and which buildings had no lockers etc.

ACTION: DEF to provide qualitative information about lockers to next meeting.

SEC17.51 Academic Communities group – report

The Chair explained that the Academic Communities group was a Task & Finish group, reporting to SEC. CEO SUUG reported that a co-ordinators post had been agreed and interviews were imminent. The Chair said this was excellent news, and further explained that Looqman Patni and Kate Dawson for SUUG were near to completing an initial plan for additional activities linked to student societies and supported by faculties. However, they didn't want anything too fixed before the new co-ordinator was in post. There would be some focus on events during the working day, and ensuring that any activity was replicated on the other campuses. It had been agreed that the DSE's were the key contacts for the new co-ordinator, and they would also work with the HoSS. The new co-ordinator would give ambassadors a way in to the Faculties. The Chair had also asked Estates to confirm what social spaces were definitely available for next academic year. As soon as the document had been agreed with SUUG it would be circulated. There will be an evaluation of the added value of the additional resource.

SEC **noted** the report and was very supportive of the developments.

ITEMS FOR INFORMATION

Minutes of Faculty Student Experience Committees
- FES 2 May 18, FES 6 June 18, FEH 22 May 18.

DATE OF NEXT MEETING

Thursday 4 October 2018, at 200 pm, in QA075, Greenwich Maritime Campus