

Solent University

## STUDENT LIAISON AND EXPERIENCE COMMITTEE (SLEC)

Minutes of the Student Liaison and Experience Committee held on Thursday 21 February 2019 in A301

Present:

Professor Julie Hall	Deputy Vice-Chancellor
Councillor Satvir Kaur	Co-opted Governor & Acting Committee Chair
Lorna Reavley	Students' Union Chief Executive
Dr Joan Stopp	Independent Governor
Ro Tomlin-Wells	Students' Union VP Employability & Engagement
Mollie Tuck	Students' Union VP for Education
Rich Westlake	Students' Union VP Welfare & Community

In attendance:

Joshua Smith	Student Voice Co-ordinator (Item 4 only)
Dr Caroline Carpenter	University Secretary
Karen Wilbraham	Head of Student Experience
Bridget Woolven	Clerk to the Governors

### 1. Welcome & Apologies

Councillor Satvir Kaur, Acting Chair of the Committee, welcomed everyone to the meeting and invited attendees to introduce themselves. David Cowley had sent apologies.

2. Minutes of the meeting on 8 November 2018 - Approved as a correct record.

### 3. Matters Arising

It was noted that:

- John Barfoot, Staff Governor and SLEC Chair, had left the University. Committee members thanked him for being a passionate and caring advocate for students and wished him the best of luck in his new role.
- Karen Wilbraham had provided a note on the work done by the University in respect of students' mental health. This report had been provided to the Board of Governors on 28 November 2018.
- Professor Julie Hall confirmed that the Mental Health Therapy waiting room had been improved and made to feel more welcoming thanks to a donation from the Vice-Chancellor's Office.
- The work on the Solent Students' Union memorandum and articles was ongoing and would be presented to the Board of Governors on 24 April.

There were no other matters arising.

### 4. Presentation: 'Academic Rep System' by Mollie Tuck, SoSU VP for Education, & Joshua Smith, Student Voice Co-ordinator

- i. The Academic Rep system was completely re-designed this year;

- ii. The primary strategy had been to target lecturers, introduce awards, and raising awareness of mental health;
- iii. To achieve this, there had been a greater focus on creating online resources, designing an intensive poster campaign for the National Student Survey and highlighting what SoSu has achieved;
- iv. As a result of this approach, SoSU had seen a significantly higher number of issues being raised by students who felt confident to approach the Union;
- v. Results showed that there had been particular successes in the level of engagement with maritime students and cadets, as well as postgraduate students and apprentices;
- vi. The Academic Rep project had four phases:
  - Phase 1 - Create new training materials and resources; Mollie and Josh circulated to the Committee copies of the new Course Rep and Course Leader guides;
  - Phase 2 Research: ask students what future training they want. Questionnaires were being sent out to Course Reps in the next two weeks;
  - Phase 3 - Create a video and newsletter;
  - Phase 4 - Having everyone in place for the Pilot Year from September 2019.
- vii. At least 71% of Course Rep places had been filled and this was being verified because LTSAC believed it to be as high as 91%.
- viii. 40% of Reps had been trained which was three times higher than the previous academic year;
- ix. There had been a clear increase in the level of engagement and this included Course Reps attending Student Council and submitting motions;
- x. The goals for the next academic year included:
  - Conducting a review of School Reps;
  - Continuing to educate and support lecturers to elect Reps correctly;
  - To foster an improved relationship with the Quality team; and
  - To continue to improve training and accessibility.
 In discussion, the following points were made:
- xi. Dr Joan Stopp commended Mollie and Josh on the excellent work done and the excellent communication system that had been put in place;
- xii. Professor Julie Hall said that the record number of nominations for the Sabbatical Officer elections this year was largely due to this work;
- xiii. In response to a question from Councillor Kaur, Mollie said that the biggest success had been the level of engagement with maritime students and cadets and that the greatest challenge would be to continue raising awareness of the Rep scheme.

The Committee thanked Mollie and Josh for their presentation.

## 5. Solent Students' Union (SoSU) Sabbatical Officers' Report Oral report

Rich Westlake, Students' Union Vice-President, Welfare & Community - recent activities:

- i. Mental Health Day;
- ii. Working with the Trans+ Officer on a Transgender Inclusivity and Equality Policy for the University;

- iii. Implementation of the Safe Solent taxi trial to replace the Night Bus service;
- iv. Review of SoSu's memorandum and articles.

Mollie Tuck, Students' Union Vice-President for Education - recent activity highlights:

- v. National Student Survey;
- vi. Teaching Excellent Framework;

Ro Tomlin-Wills, Students' Union Vice-President for Employability & Engagement - recent activities:

- vii. Initial plans for the 2019 graduation celebration;
- viii. Period Poverty drive;
- ix. Working with the Women's' officer on a campaign to promote smear tests;
- x. International Women's Day on 8 March;
- xi. Bringing in a petting zoo to reduce exam stress;
- xii. Black and Iconic exhibition in April;
- xiii. Zero discrimination day being planned;
- xiv. Working with Southampton City College on 'Pride against Prejudice' on 6 March 2019.

In discussion, the following points were made:

- xv. Karen Wilbraham commended the Students' Union for taking the initiative to start writing the transgender policy and hoped that the University and SoSu would brand it jointly. She added that the University' Safeguarding Committee would meet in March, that a discussion on transgender issues had been scheduled and that SoSU's Trans+ Officer would be invited.

Members congratulated the Sabbatical Officer team on their excellent achievements.

## 6. Students' Union Chief Executive's Report

Paper 19/SLEC/01

The Students' Union Chief Executive, Lorna Reavley, presented her report. The Committee noted the following highlighted points:

- i. 862 students attended the Refreshers' Fayre and SAASH housing fayre on 7 February;
- ii. The Safe Solent taxi trial had been used by 2181 students from 5 November to 30 January. A further 5 week trial period, to coincide with the next 24 hour library opening time in March, has been agreed by SoSu's Trustee Board. Work is underway to identify how the Union's budget could continue to fund the Safe Solent initiative and support this charitable benefit for students;
- iii. 44 nominations for Sabbatical Officer elections for 19/20 which opened on 14 January have been received - a record number. Voting opens on 7 March and closes on 14 March. The change of officers will take place on 13 July this year;
- iv. The impact on the SUSS pension scheme of the National Union of Students becoming insolvent and discussions had been held with the University's Chief Finance Officer who was also discussing, with a consortium of other University Finance Directors, options to limit the shared liability for the Unions;

- v. Development work on SoSU's new strategic plan had begun and its three priorities would be: 'Representation, Community and Confidence.'

In discussion, the following points were made:

- xvi. On the question of the automatic enrolment of students into SoSU, Dr Caroline Carpenter agreed to refer this question to the University's new Information Rights and Records Manager, Emile Douilhet. **ACTION: Dr Caroline Carpenter.**
- xvii. Councillor Satvir Kaur encouraged the University and Students' Union to consider automatic registration of Solent students onto the electoral role, noting that this would lead to additional local funding.

The Committee thanked Lorna for her report.

## 7. Students' Union Finance Report

Paper 19/SLEC/02

Lorna Reavley presented the Students' Union Management Accounts to end of January 2019.

The Committee noted the following highlights

- i. The forecast showed a surplus of £2000 against the budgeted surplus of £2603;
- ii. SoSU's budget had been reforecast to continue to support the Safe Solent taxi trial initiative and therefore included expenditure of £37715 this month instead of the original forecast of £14971.
- iii. No growth had been seen this year;
- iv. Fundraising activity that had started earlier in the year had not been continued due to increased risk and this remained the strategy for the rest of the year.

The Committee noted the report.

## 8. Roundtable

Each attendee took a moment to mention, for the benefit of others at the meeting, what is currently at the 'top of their work agenda'.

Caroline Carpenter	Replacing the Student Records System
Lorna Reavley	Strategic Plan development and budget
Councillor Satvir Kaur	Southampton City Council budget work including plans for 1000 new council houses. Visit from Shadow Cabinet member
Prof Julie Hall	Tidying up teaching units and collection of data to identify where academics are teaching/learning, research or professional practice knowledge exchange
Dr Joan Stopp	Preparing for Board of Governors' meeting on 27 February

Ro Tomlin-Wills	Applying for a charity grant
Mollie Tuck	9 course issues to be resolved during the next week
Rich Westlake	Campaign for re-election
Karen Wilbraham	Budget/people planning and about to start work on the next Access & Participation Plan (2020-21 to 2024-25)
Bridget Woolven	Finalising arrangements for Governors' Dinner and annual Awayday in March

9. Next meeting - Thursday 2 May 2019 at 3.30pm.

The presentation topic would be 'Safe Solent' by Rich Westlake.