

# London South Bank University Students' Union Union Council Meeting



UC24112021

24th November 2021 Minutes

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Date: 24/11/21

Time: 17:00-19:00

Location: K2-V405

## Agenda

- 1.0 Welcome (chair), introductions & apologies
- 2.0 Election of a Vice-Chair
- 3.0 SBSU update since last year - Max (SU President)
- 4.0 Sabbatical Officer reports
- 5.0 Part time officer & forum chair updates
- 6.0 Sabbatical officer & part time officer support planning
- 7.0 Any other business

## Minutes

*For approval*

Minutes of the Union Council meeting (24 November 2021)

### **1. Welcome, Apologies and Declarations**

#### 1.1. Voting members in attendance:

- Max Smith (SU President)
- Ruchika Kumar (Chair of Union Council)
- Md Fazle Rabbi (Students' Union Deputy President and Vice President of Education)
- Jannatul Ferdous (Students' Union Vice President Welfare and Equalities)
- Joel Langston (Students' Union Vice President Activities and



Employability)

- Orsi Itoya (BAME Students' Officer)
- Sabrina Popescu (EU Students' Officer)
  
- Ruchika Kumar (Chair of Union Council)
  
- Alexander Prelea (Course Representative Forum Chair)
  
- Amber Sams (RAG Chair)

1.2. In attendance:

- Sam Mujunga (Head of Membership)
- Yvonne Quartey-Papafio (Student Experience Coordinator)

1.3. Apologies:

- Md Yousha Adib (Postgraduate Students' Officer)

1.4. The Chair brought the meeting to order. All attendees introduced themselves and their role.

1.5. No conflicts of interest were declared.

1.6. Matters arising were introduced by the Chair.

## **2. Election of a Vice-Chair**

2.1. SM announced that the first item would be to elect a vice chair. Which is only eligible to the PTO's who are on union council currently.

2.2. Orsi and Alexander put themselves forward for vice chair.

2.3. It was decided that a vice chair would be voted via an anonymous vote. 2.4.

Following the anonymous vote, Orsi was elected as vice chair for the rest of the year.

## **3. SBSU update since last year - Max (SU President)**

3.1. The SU president gave an overview of the running and history of the SU. The transformation from LSBSU to SBSU was explained. The fact that LSBU is not a 'traditional' university with 'traditional' students and the way in which as a union, we strive to ensure that we are tailored to best represent and support LSBU students was explained. The changes in the PTO roles were briefly explained as well as the governance changes to the Union through incorporation.

3.1.



## **4. Sabbatical Officer reports**

4.1. The full-time officers were invited by the Chair to give updates to Council as to their work on behalf of the union since the beginning of term.

4.2. Joel discussed the leadership conference and the ways in which this helped in terms of starting the year off right by making a new start and providing training. The conference was successful. An update was given on freshers events and its

successes. The weekly quiz has had a big increase in attendance and engagement. Finally, an update was given on this year's halloween event where the su collaborated with an external provider.

- 4.3. Rabbi provided an update on the course rep program and stated that the easing of covid restrictions has allowed for an increase in engagement (training and elections). A formal thanks was given to SM, YQP, and Xander as course rep chair. An update on the issue tracker was given and the way the tracker works was explained. More than 250 issues were solved last year through the tracker. There was a successful academic integrity event this year. Rabbi has also been working closely with the university to resolve issues around academic policies in order to make policies accessible to all students by putting all policies in one place. Rabbi has also been attending a lot of talks with different schools throughout the university.
- 4.4. Ferdous gave an update on freshers and discussed her wellbeing leaflet which she launched for the students during freshers. Ferdous also worked with the SU team with halls move in and attended other events organised by the SU as part of their freshers programme. Ferdous has also organised two campaigns this semester, 1- black history month 2- stammer awareness (a small campaign to raise awareness about the disability and how we can help). Ferdous attended residential life ambassador training and also works closely with the university on decolonisation and as part of this, has presented an academic paper.
- 4.5. Max gave an update on freshers fair where 3,000 students attended, there was positive feedback from university staff. Max stated that during this time he attended welcome talks and went into lectures to speak to students and engage them with the SU. Has been working on the board of trustees and board of effectiveness review recently, an external facilitator has been running this and producing a report. Will be working on the awarding gap with the BAME officer. Will be attending the board of governors meetings. Max stated that he has also been working on NSS for the union (gave an explanation of what NSS is). The university dropped 15 points this year, the union dropped 3 points. Max is also planning for enrollment in January as the SU plans to be a big part in the enrollment process.
- 4.6. EU officer asked how students can get financial aid. Rabbi advised that they email the finance team or contact Rabbi or Max depending on the circumstances.

## **5. Part time officer & forum chair updates**

- 5.1. The part-time officers were invited by the Chair to give updates to Council as to their work on behalf of the union since the beginning of term.
- 5.2. Orsi has been working with the race equality charter. This is with different staff and students in the university to try and figure out what the main issues are that are affecting the BAME student population. There have been surveys sent out to students from this population through this. It has been discovered that students from this population feel that they do not get as much help and are afraid to ask questions at open days. Orsi's instagram has quite a lot of followers, students have been engaging with this and have contacted her about getting involved with the SU. Has become an EDI ambassador with help from Ferdous. Max asked if Orsi had been attending university meetings. Orsi stated that she has been attending race and quality charter and EDI meetings. Max asked how she feels at these meetings and if she feels that she can speak up. Orsi responded that

she does feel able to speak up. Max suggested that Ori meets with the chairs of these meetings individually.

- 5.3. Amber has been doing a lot of research into what other universities do for RAG as she feels that a lot of students at LSBU do not know what it is. Has proposed the idea of starting a food bank. Would like to run some events and would like help from the SU with this. Amber stated that her number one priority is making sure that people know what RAG is. Amber has had contact from a few students about wanting to get involved with RAG. Max asked what kind of events Amber would like to do. Amber stated that she would like to do a bake sale. Ferdous asked Amber if she had any charities in mind. Amber stated that she would like to work with local charities.
- 5.4. Sabrina has been active in the role since September and has had a few students stating that they would engage. But has only had a maximum of 10 students engage with her and the issues they have presented are not related to the EU communities. There have been zero EU students attending the networking events.
- 5.5. Alexander provided an update on the course rep forum. There was a large turn out in the last forum in comparison to other years, 63 students of 428 attended. Would like to raise that he has not received any updates regarding the issue tracker. Rabbi explained that feedback will be shared, the data is currently being processed and reviewed and that the SU currently only has 2/7 voice assistance. Alexander also raised that he has been trying to get feedback from other course reps but has not had any response and has also been working on promoting the feedback form. Alexander also stated that he would also like there to be a whatsapp group for all course reps. Rabbi explained that there are complications to this due to GDPR.
- 5.6. Chair updated that she attended a meeting regarding London Road campus and has been made aware that the campus will be reopened soon. Has been attending board of governors meetings which she finds interesting but it is a lot of work. Has been working on project investments, finds it interesting to see how the processes are run.

## **6. Sabbatical officer & part time officer support planning**

6.1 - Feedback from PTO's;

Orsi - Good to be involved and with the planning of events.

Hasn't gone well - last minute changes and cancellations

Amber - good to be part of the team and involved with the SU

Hasn't gone well - Feels more of a PTO than a specific RAG chair

Sabrina - has fed back to Rabbi already. Enjoys the role and getting feedback and support.

Hasn't gone well - It is still quite early in the beginning of the year, so still going through learning how to contact more students and engage. Doesn't get contacted through Instagram and wider reaching out to students.

Suggestions - Newsletters with the PTO's information and a message of how to contact and get in touch with the student

Alexander - Good that there has been a platform for course reps to be engaged with

Hasn't gone well - keeping Alexander in the loop with the reps and how to communicate effectively with them (Teams). Hasn't received any communication from the school directly on meetings

Networking ideas;

Orsi - games event and use it as an opportunity to gather insight about what type of events they would like to see and further engage through fun events.

Amber - light sale stall. Leaflet to get students involved. Can consider a RAG quiz or a clothes sale

Sabrina - Students who are struggling with making and get students to meet who speak the same language and consider some cultural exchange

#### **7. Matters arising**

No matters arising from any previous meeting.

#### **8. Any other business**

No other business.