

Board of Management

Date of Meeting	Wednesday 4 December 2019
Paper No.	BoM3-E
Agenda Item	4.1
Subject of Paper	Students' Association Update
FOISA Status	Disclosable
Primary Contact	D Duff/R Lambert
Date of production	October 2019
Action	For Discussion

1. Recommendations

To note the Students' Association update paper which was submitted at the Students, Staff & Equalities Committee meeting on 23 October 2019.

Board of Management Students, Staff & Equalities Committee

Date of Meeting	Wednesday 23 October 2019
Paper No.	SSEC1-G
Agenda Item	11
Subject of Paper	Students' Association Update
FOISA Status	Disclosable
Primary Contact	D Duff, Student President/E Curran, Student Vice President Diversity and Wellbeing
Date of production	October 2019
Action	For Noting

1. Recommendations

The Committee is asked to note the Students' Association update.

Shaping the life and work of the college (Influence)

To ensure processes and procedures that are in place to ensure that City SA has the ability to shape decisions which impact on the student experience.

College Strategic Planning	Student President and the VP Learning and Teaching participated in the 2019/20 board planning day and offered a presentation on the SA Strategic Plan.
My Student Experience Survey and My Learning & Teaching Survey	<p>The team have been working with Performance to update the look and questions within the My Student Experience Survey.</p> <p>The survey has closed and the team are waiting for the results to inform new projects and feedback to class reps in preparation for the Stop / Check / Support meetings.</p>
Representation on relevant College Forums & Boards	The Students' Association have represented the student voice on all college committees this session so far. The team are looking forward to supporting Faculty Reps in their involvement in the new Faculty Boards.
College Regional Board	The Students' Association were part of the scoring process for the Mental Health Tendering. It was a great learning experience for all involved.
Regional Student Exec	The Regional Student Exec will be chaired this year by City SA. The first meeting is planned for November and the Presidential Team are working with NUS to develop a plan of work.

<p>Class Rep Recruitment/Induction</p>	<p>The Class Rep Process is going well this year, to date we have: Class Reps recruited: 91/9%. All 4 faculties have over 90% elected reps.</p> <p>New systems have been developed to encourage participation in the class rep system from Evening Students / Foundation Apprentices. Class Rep Journeys have been devised for ESOL / Supported Learning / Full Time Students / Apprentices and Foundation Apprentices.</p> <p>Welcome sessions were popular and well attended, last year we had 291 students attending, this year we have over 300 attendees.</p>
<p>Class Rep Training</p>	<p>Developments this year include a new class rep training approach. An online system has been introduced to two faculties (Nautical and STEM / Hospitality and Leisure). The students will complete an online module then attend a one hour training session. The other two faculties will attend a two hour module. We hope to increase the number of student trained using the new approach by catching the students who are unable to attend the two hours session (i.e. students at sea).</p> <p>To date, the Associate Trainers (students) have facilitated 6 session and have trained 95 class reps. Training is ongoing, and is going well.</p>
<p>Class Rep Support</p>	<p>The team are working alongside Performance and Student Engagement to develop new sessions that will prepare class reps for the new Stop / Check / Support meetings.</p> <p>Following the class rep training students will be invited to 'Take Action - Preparing for your SCS Meeting'</p> <p>Your Voice Counts meetings (Student Engagement initiative supported by the Presidential Team) are scheduled for the end of the month, Curriculum Areas with high</p>

	numbers of PAG groups have been identified and Student Engagement Officers have agreed a schedule with Curriculum Heads.
Faculty Reps	Faculty Rep Elections - The team have amended the election schedules, this was supported by the board (October 2019). The change allows all students within a faculty to elect their Faculty Rep rather than class reps only voting. So there are 27 nominations for Faculty Reps and elections are due to take place on the 28th, 29th and 30th of October.
Student Partnership Agreement	Block 1 question goes live on Monday the 21st of October. The theme for this question is environmental suitability. The team have begun the development of updated position statements. The first to be shared with students will be timetabling. These statements will be hosted on the SA website.
Student Mental Health Agreement	The SA team met with Think Positive last month to review plans for the coming year in implementing the SMHA. An operational plan has been developed which details social media campaigns, events and activities targeted at students. This was kick started this month with the "Take a Break" initiative on World Mental Health Day. The team engaged with 140 students at Riverside Campus and 250 at City Campus.
Teaching Awards	A timeline has been developed for the 2020 Staff Teaching Awards. The project team are currently finalising research around how awards are undertaken at other institutions with the support of NUS and Sparqs. Promoting is planned for February 2020.

Governance and Democracy (Student-led)

To promote effective democratic structures are in place which enable the students association to function democratically and represent the interests of its student members.

NUS Conferences	There have been no NUS Conferences to date.
Glasgow Student Forum	So far there has been one meeting of the Glasgow Student Forum where the priority for the year (Student Transport). The VP Diversity and Wellbeing has been elected as Chair for this forum.
Elections	Faculty Rep Elections will take place in October 2020.
Annual General Meeting	The SA AGM is planned to take place in December 2019 via the MyVoice Platform.
Schedules Review	The first schedule to be reviewed is Schedule One Elections, with action already taking place around Faculty Rep Elections.
Democracy Review	The team have sought initial support from NUS Scotland to carry out a democracy review, the NUS Development Consultant has agreed to facilitate a workshop around this topic in November 2019.
Student Representative Council	The first SRC meeting is scheduled to take place in November following SRC Induction and Training.
My Voice	The team have updated the look of MyVoice to match with the new rebranding. There are currently have 12 live ideas since the end of August - these ideas have had a combined total of 949 ratings.

Aware and Active Students (Inclusion)

To ensure that process and procedures are in place to ensure that all students are aware of the purpose of City SA, and are active within it.

Clubs and Societies

There are currently 11 active student led societies.

Themed Events

The Social and Activities project team are working in partnership with departments to organise this year's Christmas fundraising initiative. The Riverside themed events are planned for November and March.

Sponsored Student Events

To date there has been one approved funding request for the wellbeing society.

Sports Clubs

The Students' Association continues to work in partnership with the Sports Coordinator to deliver a programme of recreational and competitive sport activity for students. There are currently six different sports that students can participate in.

Student Mental Health Agreement

The Students' Association continues to work in partnership with to achieve the operational activity detailed within the Student Mental Health Agreement. The SA project team have met to plan the year's activity and the wider working group are scheduled to meet in November.

Campaigns

The Students' Association participated in the national youth Climate Strike.

Freshers

Freshers took place from the 3rd to the 5th of September across both campuses. In total 5024 engaged with Freshers activities.

<p>Communications Strategy</p>	<p>The Students' Association Digital Officer has created a comprehensive strategy, detailing how we use different platforms effectively to convey the various strands of our work. At the start of the year we ran a competition across all of our platforms to engage the new intake of students, this was successful as we saw an increase in platform engagement across the board;</p> <p>Facebook Likes - 3468 Instagram Followers - 678 Twitter Followers - 1488</p>
<p>Charitable Fundraising</p>	<p>Raise It Society is established and have begun to plan their work for the year.</p>
<p>Community Volunteering</p>	<p>The Students' Association and the Student Engagement Team are working in partnership with College Staff to undertake projects that will enable 60 students to achieve the John Muir Bronze Award. This area of community work is around sustainability.</p> <p>Initiative One is City Explorers (Travel & Tourism and Supported Learning Students) Initiative Two is Bug Houses (Women into Construction and Supported Learning Students)</p>

Sustainable Resources (Sustainability)

To ensure City SA has the resources and support required to function effectively and deliver its core representative purpose.

Website

The SA Digital Officer is in the process of developing a service level agreement to introduce advertising to the website, the intention is that the revenue from this will support the website to be self-sustaining. It will also support the SA to achieve the identified financial KPI.

Exec Training

The Student Exec have undertaken a comprehensive induction and training programme at the start of the year including a residential team building opportunity in Aberfoyle. They have also undertaken Scottish Mental Health First Aid Training and 'How to write a board paper'. Training around running events is scheduled to take place in November.

Students' Association Space

The team plan to review how the Students' Association Space is being used (March 2020). A business case will be developed and discussed at relevant committee.

Finances

The Students' Association spending is in line with budget at this point of the year. The KPI target is to raise £6000 so far there around £3200 has been achieved through Freshers revenue.

Value and Impact (Impact)

To ensure that the outputs of the activities of CitySA are measured, recorded and evaluated for value and impact and that improvements are made on this basis.

Student Recognition Awards	The Students' Association Summit is due to take place in May 2019, watch out for this year's event which will be bigger and better than ever.
Benchmarking	The first SA Roadshow is planned for December where members of the team are scheduled to visit Bournemouth, Chichester and Southampton Universities with the intention of sharing and gathering good practice around advertising, volunteering and representation.
Strategic Plan	The Strategic plan has been presented to board and launched to staff and students. https://www.citysa.co.uk/about-us/strategic-plan/
Awards and Accreditations	The team have signed up to the 'Green Impact Students Unions Award' and are developing a new work remit around sustainability.
You Said, We Did	Block One "You Said We Did" is scheduled to be published in November.
Impact Report	N/A