

Board of Management

Date of Meeting	Wednesday 11 March 2020
Paper No.	BoM5-D
Agenda Item	4.1
Subject of Paper	Students' Association Update
FOISA Status	Disclosable
Primary Contact	Dylan Duff, Student President
Date of production	3 March 2020
Action	For Discussion

1. Recommendations

The Committee is asked to discuss 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.

<p>College Strategic Planning</p>	<p>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.</p> <p>Student President participated in Board Planning Day in February, offered an input from students about the Winter Warmer in January and then an input about the SA democracy review.</p>
<p>My Student Experience Survey and My Learning & Teaching Survey</p>	<p>Student Satisfaction & Engagement Survey is launching on 16th of March, the team has worked with Performance and will promote this survey and encourage students to complete it.</p>
<p>Representation on relevant College Forums & Boards</p>	<p>The Students' Association have represented the student voice on all college committees and boards this session so far, the team were delighted to support the faculty reps to attend their first faculty board.</p>
<p>College Regional Board</p>	<p>The Students' Association has been an active member within GCRB and looks forward to the continued engagement with them.</p>
<p>Glasgow Colleges Regional Student Executive (GCRSE)</p>	<p>GCRSE has been meeting regularly and are excited to be hosting a campaign about mental health and different ways in which we can improve our mental health, this campaign will be hosted on social media.</p>

Class Rep Recruitment/Induction

The Class Rep Process is going well this year, to date we have: Class Reps recruited: 98.9%, all 4 faculties have over 94% elected reps.

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. Welcome sessions were popular and well attended, last year we had 291 students attending, this year we have over 300 attendees.

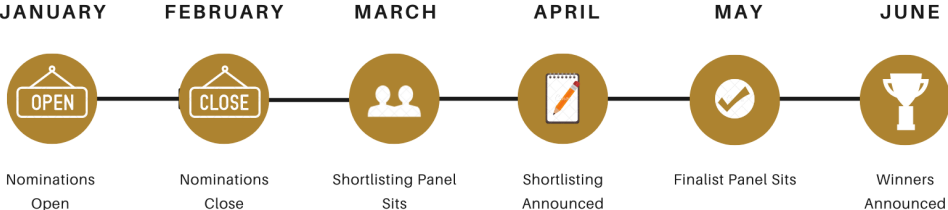
FACULTY	CLASSES	WITH CLASS REPS	WITHOUT CLASS REPS	% Elected
Creative Industries	165	158	7	96
ESOL	35	35	0	100
Education and Humanities	99	93	6	94
Foundation Apprenticeship	11	11	0	100
Hospitality and Leisure	136	132	4	97
Nautical and STEM	88	82	6	93

Class Rep Training

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>To date, the Associate Trainers (students) have facilitated 18 sessions and have 317 trained so far with upcoming training taking place this month.</p> <p>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 numbers of PAG groups have been identified and Student Engagement Officers have agreed a schedule with Curriculum Heads.</p> <p>Stop Check Support meeting ongoing, performance looking at current results and setting a standard for the results per faculty/curriculum areas.</p>
<p>Faculty Reps</p>	<p>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. There were 40 nominations with 1149 votes in total in comparison to last year's votes which was approx 60</p> <p>See table below for results</p>

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Student Partnership Agreement	<p>Block 2 question went live in February and the question is about retention asking our current students “How can we support students to stay at college until the end of their course?”</p> <p>Meetings are scheduled over the next two weeks.</p>																				
Student Mental Health Agreement	<p>Planned wellbeing workshops which focus on positive ways to manage mental health some of these workshops will include,</p> <ul style="list-style-type: none"> - Yoga - Art therapy - Mindfulness <p>So far we have only hosted one yoga session with 8 students attending, students book via My City to secure a place at these workshops.</p>																				

<p>Staff Awards</p>	<p>Nominations closed on Friday the 28th of February and we received:</p> <p>Nominations per award: 450 total Teacher of the year per faculty – 352 Outstanding course of the year - 44 Staff & Student Collaborative – 7 Support staff of the year - 47</p> <div style="text-align: center;"> <p>STAFF AWARDS</p> <p>Timeline</p>  </div>
<p>Governance and Democracy (Student-led)</p>	
<p>To promote effective democratic structures are in place which enable the students association to function democratically and represent the interests of its student members.</p>	
<p>NUS Conferences</p>	<p>There is an NUS Scotland conference soon to be held on the 19 & 20 of March, we have 5 delegates attending.</p>
<p>Glasgow Student Forum</p>	<p>Priority campaign is Free Student Transport, a survey was launched at the end of January in conjunction with other colleges and universities within Scotland the survey</p>

	reached over 8,000 responses a future meeting is to be held to discuss the outcome and plan of action relating to this.
Elections	<p>Big Student Elections for the next Presidential Team took place in February we had a total of 26 candidates with 1,444 total voters.</p> <p>At the date of production we do not know the results therefore at the meeting will offer a verbal update of the successful candidates.</p>
Annual General Meeting	<p>The SA AGM is planned to take place via the MyVoice Platform.</p> <p>AGM is taking place on MyVoice with a new focus on the purpose, using the space for members to vote on SA positions (eg Parking).</p>
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, there is a robust plan in place using the self-assessment framework form “Strong and Effective Students’ Associations” we are currently in phase 1 of 3 and plan to complete the review by June 2020.
Student Representative Council (SRC)	This year more than ever before the SRC has become more involved within decision making of the SA and holding their elected officers to account. The team are supporting the development of SRC and offering additional opportunities for more involvement within the SA.
My Voice	The team have updated the look of MyVoice to match with the new rebranding. There are currently have 25 live ideas - these ideas have had a combined total of 2091 ratings.

	Please refer to the “You Said, We Did” to track outcomes from these.
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, with 5 new ones getting set up. Our most attended society is Perilous Expeditions (Dungan’s and Dragons) with somewhat of 23 students attending.
Themed Events	<p>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.</p> <p>Riverside Reindeers engagement which was held on the November: 481 students</p> <p>Festive Cycle took place on the 17th of December with £100 raised for the Lodging House Mission</p> <p>Sock it Campaign collected 130 socks for the Lodging House Mission.</p> <p>Both the above campaigns are aiding homelessness in our community whilst raising awareness of this issue to students and staff.</p>
Sponsored Student Events	To date there has been £904 approved to sponsor student events, which is 13 separate funding proposals. We are delighted that we supported 3 business enterprises classes which raised over £2,000 for the Austrian Bush Fires.

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 seven different sports that students can participate in.
Campaigns	The Students' Association participated in the national youth Climate Strike. The Students' Association encouraged students to vote in the General Election by hosting a social media campaign "#MyFirstVote" which was already popular on social media.
Freshers	Freshers took place from the 3rd to the 5th of September across both campuses. In total 5024 engaged with Freshers activities.
Communications Strategy	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; Facebook Likes - 3507 Instagram Followers – 741 Twitter Followers – 1542 LinkedIn Followers – 59 We are officially the most followed Students' Association on Instagram in Scotland.
Charitable Fundraising	Raise It Society is established and have begun to plan their work for the year.

	<p>Festive Cycle took place on the 17th of December with £100 raised for the Lodging House Mission</p> <p>Sock it Campaign collected 130 socks for the Lodging House Mission who distributed to individuals who are homeless during Christmas.</p> <p>Both the above campaigns are aiding homelessness in our community whilst raising awareness of this issue to students and staff.</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> <p>Started with estimated 60 students would receive awards now sitting at 93 with one more project to take place this month.</p>
<p>Sustainable Resources (Sustainability)</p>	
<p>To ensure City SA has the resources and support required to function effectively and deliver its core representative purpose.</p>	

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.

We had 2.1k visitors to our website - citysa.co.uk
The most popular page was Social Media Blackout - with 1386 visitors to this page.
Our most popular referral site is My City, closely followed by Facebook.
In the last 28 days, 33.50% of our website users were in the 25-35 age bracket.
54.15% of our website users were male.

Exec Training

A robust training plan has been created and put in place by a Student Engagement Officer supporting the development of the Executive.

Date	Where	Training Session
17th February	SA	Team Dynamics
5th March		Parliamentary Session
23rd March: 12-1pm	C02.105	E.D.I / Access and Inclusion
27th April: 12-1pm	C02.105	Learning Support
18th May 12-1pm		How To Write A Handover
1st June – 12-1pm	C02.105	Skills Analysis Careers Workshop

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	<p>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 £4000 has been achieved through Freshers revenue.</p> <p>Via Totum cards we have gained £367.64 from August to December.</p> <p>New year we will be looking to create a media pack, cost structure, comms strategy for business engagement and process for feeding back return on investment.</p>
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 just before the summer watch out for this year's event which will be bigger and better than ever.
Benchmarking	The first SA Roadshow is planned for January 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	<p>The Strategic plan has been presented to board and launched to staff and students.</p> <p>https://www.citysa.co.uk/about-us/strategic-plan/</p>

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	<p>In partnership with college staff, we have a new “You Said, We Did” campaign going live in March, which include feedback and actions gathered from different methods of engagement such as My Voice, Stop Check Support, Think Tanks and many others.</p> <p>Outcomes include the “Big City Campus Clean Up” which is a community clean up event happeni9th late morning onwards 10th late morning onwards 13th between 11 am and 2.30 ng next week. “Secure Bike Store at Riverside”, “Improved Student Equipment” and “Bon Buoyage” events saying farewell to students going to sea.</p> <p>If you would like to see more then please keep an eye out on our social media and scree</p>
Impact Report	Planning for the writing of the Impact Report is underway with a timeline developed to ensure a comprehensive and completed report on time.