

MINUTES:

Union Council Meeting – 28/02/2024

Attendees

Cassie de St. Croix (Chair)
Rajon Voumick
Maddy Truin
Erin Hodson Kilroy
Mariana Gonçalves Silva

Apologies received from:

Ioana Miron
Mahyar Moshiri

Apologies not received:

Kongphat Phaiboonnukulkij

In attendance

Kara Nutley

1. Chair's Welcome

CdSC welcomed everyone and confirmed quoracy.

2. Approval of Minutes from last meeting (1st February)

CdSC asked members to approve the minutes from the last meeting.

Members voted on whether to approve, not approve or abstain from approving the previous minutes:

Approve - 5

Not approve - 0

Abstain - 0

1st February minutes approved.

3. Actions from previous meeting:

Action	Status	Responsible?
Support sabbatical officers in setting up monthly meetings with the Campus Officers.	Incomplete	KN
How can we increase exposure of Union Council? Look into ways to do this.	Pending	CdSC
Let Hannah know that Canterbury students may want to help with idea generation for the Canterbury event. CdSC to liaise with Hannah on finding students.	Pending	KN, CdSC

Send Canterbury End of Year party proposal to EHK.	Done	KN
Union Council to get feedback from students on their campus about the joint Awards X Ball and send to the Teams group.	Done	ALL
Consider budget to support Varsity jackets.	Done	KN
Discuss with Erin (Graphic Designer) the cost and design of a lanyard.	Pending	CdSC
Speak to Kossway about the cost of a pool table rental.	Pending	KN

Pending / Incomplete Actions:

- Support sabbatical officers in setting up monthly meetings with the Campus Officers.
 - CdSC would still like to see monthly meetings in place, ideally halfway between Council meetings.
 - **ACTION: KN to arrange scheduling polls with Presidents and CO's.**
- How can we increase exposure of Union Council? Look into ways to do this / Discuss with Erin (Graphic Designer) the cost and design of a lanyard.
 - All in agreement that Union Council hoodies would be great. CdSC and RV agree to take the cost from Campaigns Budget.
 - **ACTION: CdSC to continue with discussions on lanyard with Erin.**
 - **ACTION: KN to request hoodie sizes from UC and place order and organise reimbursement to CdSC and RV for their recent staff hoodie purchase.**
- Speak to Kossway about the cost of a pool table rental.
 - Quote has now been received, currently waiting on some more answers to queries and need to seek permission from UCA Catering Manager.
 - **ACTION: KN to discuss Kossway's proposal with UCA decision makers as to whether this is viable.**

4. Sabbatical Officer Reports

Report by: Rajon Voumick

University or Union Committees attended since last Union Council meeting:

- Cost of Living Working Group -02/02/24

- Monthly Meeting Pro VC Student Experience/(Attendance and Different Visa Issue)-08/02/24
- International Student Support committee with Epsom Student advice Team-24/01/2024

Update on projects since last Union Council meeting:

I am working on another campaign for Career planning and generating ideas for part-time jobs in the UK for students.

Annual leave taken since last Union Council meeting: 4 Days.

Members voted on RV Sabb Report from 28th February 2024.

Approved: 4

Not approve: 0

Abstain: 0

RV 28/02/24 Sabb Report approved

Report by: Cassie de St. Croix

University or Union Committees attended since last Union Council meeting:

- Cost of Living Project Group
- Leadership Team meeting
- Study Trips Working Group
- Education Committee
- Canterbury Campus Operational Group
- Equality, Diversity and Inclusivity Committee
- Sustainability Strategy Group
- Regulations and Policy Review Working Group

Leadership catch ups/meetings attended since last Union Council meeting:

- Davy Jones (UCU rep Epsom)
- Colin Holden (Canterbury HoC, Architecture DoS)
- Mark Ellul (COO)
- Simon Macklin (DVC)
- Terry Perk (PVC Global)
- Michael Lent (PD Fine Art Canterbury)

Update on projects since last Union Council meeting:

Accessibility Audit: The physical accessibility audit of Farnham and Canterbury campuses is now complete. I spent a day auditing Canterbury with Alex Bacon from Diversity and Ability, and we were able to highlight many areas for improvement, as well as areas of best practice to be replicated. I was asked by Colin Holden at the Canterbury Strategy Group to present an initial update at the Canterbury Campus Operational Group. I tabled a five page initial report on the

accessibility at Canterbury Campus, written by Alex from D&A, to the Canterbury COG on Feb 21st. The full scope report of both campuses with recommendations is due to arrive mid-April, at which point I imagine a project planner will be put together to identify areas of initial priority and assign them to the relevant stakeholders.

Course Rep Review: My course reps review is now in full swing. Two surveys have been created about the rep system, one targeted at course reps and one at the wider student community. Last week, I set up and ran a cumulative 12 hours of course rep feedback and meet up sessions on each campus. The uptake was relatively low, although those that attended the discussions were able to provide valuable feedback around the topic.

Initially, we were going to close the survey today (28/02), but thus far have only received 19 responses to the course rep specific survey and 29 responses to the all student survey. In order to push for extra responses and try to get a more broad set of data, we have discussed adding a tiered cash prize to give students an incentive to respond. Those who already responded will immediately be added to the prize draw.

The next steps will be to draw up a report from the current data to table at SPARC, with a view to working collaboratively with UCA leadership to create a new Course Rep agreement between UCASU and the university. There will also be a third survey, to gather feedback from staff members who work directly with course reps and would like to share their experience from a UCA staff perspective.

Annual leave taken since last Union Council meeting: 0 days

Members voted on CdSC Sabb Report from 28th February 2024

Approved: 5

Not approve: 0

Abstain: 0

CdSC 28/02/24 Sabb Report approved

5. Union Council Awareness - Campus Officer hoodies

Discuss the cost of the hoodies and whether this is a viable option. KN presented the hoodie design and costs.

EHK would like to see a more prominent 'U', this could be on the reverse of the hoodie. MT likes the year and also the lanyard. MGS in agreement.

CdSC and RV agreed to pay for the hoodies from the Campaigns Budget.

- **ACTION: KN to send feedback to Vanessa Silva (VS) to add the 'U' on the back.**
- **ACTION: KN to get sizes of UC members so VS can place the hoodie order.**

6. Any other business

Course Reps

MGS spoke about the need to enable Course Reps to discuss issues within their respective Schools, ideally on Teams. KN says this was implemented in previous years but not this year. CdSC suggested using Slack instead of Teams but this costs money, Teams is free.

KN asked if students cared about accolades and mentioned the Higher Education Achievement Record (HEAR) used at other institutions. Would this be something that would incentivise students? MT mentioned volunteering hours and promoting that again. MGS believes having a certificate at the end of your time at uni could provide motivation to do well. EHK agreed with this and CdSC thinks HEAR could be a good initiative.

- ***ACTION: KN to look into viability of implementing HEAR at UCA.***

Microwaves

KN and CdSC gave the update that microwaves are imminent, 1 per campus. Looking to do joint comms with UCA to ensure the Union has recognition.

The next meeting is TBC.