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## Roehampton Students' Union Students' Union Council

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The 2<sup>nd</sup> Students' Union Council meeting (SUC) of the 2018/19 academic year  
11.10.18, 5PM  
Chapman Hall – Queen Building, Southlands College

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### ATTENDEES:

In Chair: Chuchu Nwagu (Students' Union President)

Minuting Secretary: Kate Griffiths

Members: LP – Liam Parsons (VP Education), GW – George Walker (VP Community & Welfare), TB – Theo Benjamin (Digby Stuart DP), DO – Daniel O'Donoghue (Froebel CP), SP - Shay Patel (Southlands CP), CA – Ciara Ansley (LGBTQ+ Officer), JCK - Jacob Cooper King (Interfaith Officer - Male), and PEM – Penny Elliot-Miles (Froebel DP), DM – Dre Mbweze (BAME Students' Officer), KM – Kevin Muhika (Whitelands CP), TR – Tanya Robinson (Whitelands DP), BB – Belinda Bradley (Disabilities Officer), BA – Beth Amos (Mental Health Officer), JM – Joshua Malone (Mount Clare Site Rep), JH – Jordan Harris (Male Sports President), KB – Kaysh (Okasia) Brown (Female Sports President), MD – Matthew Delicate (Environmental and Ethics Officer), NC – Navya Chaturvedi (International Officer), LC – Lily Crozier (Gender Equality Officer), KA – Kareena Alford (Students' with Caring Responsibilities Officer)

Apologies: TF – Tia (Tamiah) Forbes (Digby Stuart CP), RC – Ruth Clements (Interfaith Officer - Female), SH – Sophie Harris (Mature Students' Officer), and EG – Elijah Grey (Trans Student Officer)

In attendance: **Katie Badman – Membership Services Manager**  
**Johanna Korhonen – Student Voice Coordinator**

## **A G E N D A**

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### **Welcomes & Apologies**

1. Confirm quoracy
2. Notification of any other business
3. Welcome to the 2<sup>nd</sup> 2018/2019 meeting of Students' Union Council [Chuchu Nwagu]
4. Apologies for absence [Oral - Chuchu Nwagu]
5. Approval of minutes from last SUC (24.09.18, 5PM – GH22, Froebel College).

### **Items for Information**

6. Officer & Committee Updates. **[All officers - Oral]**
7. Officer Social - **[CN, President RSU - Oral]**
8. A member of Union Council to become an RSU Trustee **[DOC. 02, p. 2]**
9. Election of Southlands College Deputy President **[CN, President RSU - Oral]**

### **Items for Discussion**

10. Governance Review – Byelaws **[DOC. 03, p2 – KB]**
11. Freshers Week 2018 debrief
12. Officers Reward Scheme **[DOC. 04]**
13. Live Stream **[CN, President RSU – DOC. 5]**

### **Items for Decision**

14. Students' Union staff presence at Students' Union Council **[Oral – CN]**
15. Students' Union Council Handbook **[DOC. 5]**
16. Election of two Vice Chairs for Students' Union Council **[DOC. 01, p. 2]**

### **Any Other Business.**

### **Next Union Council Meeting (II)**

17. Items to be brought to UCM II
  18. Date: Thursday 25<sup>th</sup> October, 5PM Location: The Convent Parlour, Digby Stuart College
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<b>TITLE:</b>	Welcome
<b>MINUTES:</b>	<p><b>CN:</b> Invited those who wanted an item for Any Other Business to discuss this.</p> <p><b>LC:</b> Has an idea on the Ideas Page regarding brining back curly fries to the Pub Grub menu. Could people please vote this up.</p> <p><b>NC:</b> Feels like the PTO's hold the same roles as Ambassadors so would it be possible to get the same perks as them?</p> <p><b>BB:</b> Potentially changing the name of her role to "Disabilities Officer."</p> <p><b>KA:</b> Wanting to hold events for student carers on the 14<sup>th</sup> or 15<sup>th</sup> of November over two sessions.</p>

<b>TITLE:</b>	Approval of Minutes 24/09/18
<b>MINUTES:</b>	All those present approved the Minutes from this meeting.

#### ITEMS FOR INFORMATION

<b>TITLE:</b>	Action points from the last meeting
<b>MINUTES:</b>	<p><b>CN:</b> <i>JCK and RC to be part of the Chaplaincy Management Group.</i> Having spoken to the chaplains on the various colleges, it was felt that they couldn't sit on the management group but there was scope to include them during other meetings.</p> <p>A representative from Elixir will be at the next SUC meeting.</p> <p>Adrian, Head of Security for the University, will also be at the next meeting.</p>

#### ITEMS FOR DISCUSSION

<b>TITLE:</b>	Governance Review – Bye-Laws (KB)
<b>MINUTES:</b>	<b>KB:</b> Revisions can be made to the Bye-Laws, so they are not set in stone. Any amendments need to be voted on by members of SUC.

This is more of an operational document, focussing on elections/job descriptions and things that are more tangible. The committee that help shape the document have met 3 times since the last SUC and there are no drastic changes coming from these meetings, just updates to better reflect what we do now.

When you see the word “Officer Trustee” written down, this refers to the Sabbs.

There will also be the implementation of an Executive Committee, who will be made up of 4 PTO’s, and they’ll be called upon if we need to make quick decisions, for example, during the Summer holidays when it will be difficult to get all the PTO’s together for a formal SUC meeting.

We’ve changed the Ideas Policy so an idea can’t be submitted to change the Governing documents as this would conflict with the Articles.

The Visa regulations surrounding Elections have also been amended, and these will be continually changing to be in line with Government regulations.

We will also be expanding the Societies to include a Student Committee Member as this will give more responsibility to the students as we are conscious that the Societies should be student led. If a society is dormant for 3 years, then any money that they have in their society bank account will be put back into the current societies.

The complaints procedure has been re-written.

Bye-Laws 12, 13 and 14 will be taken to the Trustee Board for further scrutiny before coming back to SUC for approval.

**JCK:** This isn’t the final document and changes can still be made.

**DO:** Do read it as it’s a very interesting document.

**KB:** There’s a 2 part process to the document; first you make everything legal, then you adjust it to suit the current situation.

**CN:** Pointed out that **DO’s** name does not appear on the document so to amend this before a final draft is submitted.

There is also a desire to note down exactly how the PTO’s vote during SUC meetings, so there’s a transparency and students are able to see how their representative voted.

A vote was then taken to approve these Bye-Laws pending further amendments from the Trustee Board.

All members present voted in favour of the proposed document.  
No members voted against the document.

	<p>There were no abstentions.</p> <p>CN: Thank you Katie and all those who helped to shape the document.</p>
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### ITEMS FOR INFORMATION

<b>TITLE:</b>	Officer Updates
<b>MINUTES:</b>	<p><b>DM:</b> Planning a spoken word evening.</p> <p><b>KA:</b> Wanting to set up a support group and is also planning various campaigns with the help of the SU.</p> <p><b>MD:</b> The Little Green Festival starts on the 15<sup>th</sup> of October and there will be schedules posted up on social media.</p> <p><b>LC:</b> Working with Isobel Rafferty from the SU about how to report sexual assault on campus.</p> <p><b>BA:</b> The Well-Being team have received a lot of complaints so working on how to address these as well as trying to recruit a number of key speakers from charities to talk to students.</p> <p><b>BB:</b> Updated the SWAN society and is also looking at access around campus, such as brail maps.</p> <p><b>DO:</b> The Froebel Welcome dinners are underway and Dan has met Luke from the SU re: The Smile Campaign.</p> <p><b>TB:</b> Digby Welcome drinks are happening tonight and there was also a really good video posted around Mental Health Awareness Day.</p> <p><b>TR:</b> Planning Halloween Pre drinks before Grand on the 29<sup>th</sup>. Is also hoping to highlight Breast Cancer Awareness day and to provide a Winter Wonderland event at Whitelands as well as a formal dinner in December.</p> <p><b>PE-M:</b> There's only 8 spaces left on the Froebel Prague trip, so if you'd like to attend then book now.</p> <p><b>NC:</b> Wants to plan an International Welcome meal with all cuisines.</p> <p><b>GW:</b> A huge thank you to everyone who helped out with MHAD and the video that was produced for the day, which has had over 7,000 views so far. Working on Hate Crime reporting and is also wanting to set up a "Remember the Night" campaign aimed at responsible drinking.</p> <p><b>LP:</b> Attended LTQC where he lobbied the University to abolish Wednesday afternoon lectures. Currently there are only 3 lectures on Wednesday afternoons so we're nearly there.</p>

	<p><b>JCK:</b> Chasing up the issue of rejuvenating the prayer rooms and looking at catering needs for both the ISOC and ABSOC.</p> <p><b>JM:</b> Nothing to currently report on Mount Clare.</p> <p><b>KM:</b> Whitelands seem more engaged on social media and Kevin is receiving good feedback from this.</p> <p><b>JH:</b> Focussing on Sports Tour and the social media set up.</p> <p><b>KB:</b> We now have an Instagram page so give us a follow – @RoehamptonSportsPresidents. Also looking at getting the shuttle bus to take students down to Bank of England so more people can watch matches.</p> <p><b>SP:</b> Looking at Flat Rep training as people felt like it was too long. Produced a College tie which will sell at £15.</p> <p><b>CN:</b> Focussing on Black History Month the upcoming BAME conference.</p>
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<b>TITLE:</b>	Resignation of an Officer
<b>MINUTES:</b>	<p><b>CN:</b> Katie Richards, our Off Campus Officer is resigning with immediate effect. If you see Katie, please show your appreciation for her efforts both this year and last year.</p> <p>Another election will happen for this role in November/December time and if you can think of anyone who would be good for this role then please let them know this is happening.</p>

<b>TITLE:</b>	Officer Social
<b>MINUTES :</b>	<p><b>CN:</b> This is a great way to get everyone together outside of the meeting environment. All those present seemed keen for this to go ahead.</p> <p><b>NC:</b> Idea to have a movie screening.</p> <p><b>BB:</b> Potential for drinks deals at Spoons in Kingston.</p>

ITEMS FOR DECISION

<p><b>TITLE:</b></p>	<p>Election of three Vice Chairs for SUC</p>
<p><b>MINUTES :</b></p>	<p><b>CN:</b> We need to elect three people to act as interim chairs if CN is unavailable or if he proposes a motion and therefore cannot chair the article. DM, BB and KB put themselves forward for consideration.</p> <p style="text-align: center;">A vote was then taken to establish our Vice Chairs.</p> <p>The individuals were voted on separately and KB was decided first. The majority voted in favour of KB. There were no votes against. JCK, MD, NC and LC chose to abstain.</p> <p>BB was decided next. All those present voted in favour of BB. There were no votes against. Nobody chose to abstain.</p> <p>DM was decided last. All those present voted in favour of DM. There were no votes against. Nobody chose to abstain.</p> <p>The newly elected Vice Chairs for the Academic Year 2018/19 will be Kaysh Brown, Belinda Bradley and Dre Mbwese.</p>

<p><b>TITLE:</b></p>	<p>Students' Union staff presence at SUC.</p>
<p><b>MINUTES:</b></p>	<p><b>CN:</b> Johanna is our Student Voice Coordinator and it's up to those present if they want a staff member present at these meetings, as well as Kate, the RSU Receptionist who takes the minutes.</p> <p><i>Johanna was then asked to leave the room so Council members could discuss freely.</i></p> <p><b>GW:</b> Looking at it on the flip side, the Student Union Council should be made up to Student representatives, however it could be useful to have her here.</p>

	<p><b>CN:</b> Naturally as officers, we don't have the most experience when it comes to chairing meeting etc, so it may be useful to have someone with that experience at our meetings to provide additional support.</p> <p><b>BA:</b> She's been a Sabb before so she knows what it's like.</p> <p style="text-align: center;">A vote was then taken as to whether Johanna would sit on every Student Union Council Meeting.</p> <p>The majority were in favour of Johanna attending the meetings.  GW, LP and JH voted against having her attend.  KB, JM, TB, DM and KM chose to abstain from voting.</p> <p>Johanna will now be present at all upcoming SUC meetings.</p>
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### ITEMS FOR DISCUSSION

<b>TITLE:</b>	Fresher's Week 2018 Debrief
<b>MINUTES:</b>	<p><b>LC:</b> Fresher's Week was good but there were a large number of security issues on Digby. People were getting on to campus who shouldn't have been there and overall people didn't feel safe.</p> <p><b>TB:</b> These issues have been mentioned to Serg (Digby CLDO) but there's still the issue of the lack of security at main gate now the works are underway.</p> <p><b>LP:</b> The main gate closes at 8pm but allows you key card access until 11pm.</p> <p><b>LC:</b> Had a conversation with security voicing the concerns of students on the campus, and after this, was still able to walk through the front gate at 8:30pm with no security checks.</p> <p><b>CN:</b> The new gatehouse will be completed at the end of November and there will be added security on Digby.</p> <p><b>PE-M:</b> Froebel isn't secure either as people can still jump over the gates/fences around the perimeter. A bigger security presence is needed on campus.</p> <p><b>KA:</b> Currently no gate on Southlands so you can just walk in.</p> <p><b>CN:</b> What did people think about the programme of events that were put on for the students during Fresher's Week?</p> <p><b>SP:</b> Received feedback that people were put off from attending the Love London events as students had to make their own way there. Could potentially spread the events out more so that Fresher's would become a 2 week experience.</p>



<p><b>PE-M:</b> Felt that Fresher's Week was better in her first year, where you had the Fresher's Fest as well as the Finale on Saturday.</p> <p><b>TB:</b> Enjoyed the Tuesday Love London event, but felt it needed a bigger push and maybe transport should've been provided.</p> <p><b>MD:</b> Would've liked to have seen a bigger presence of recycling bins around campus to deal with the number of students that used the campus that week.</p> <p><b>DM:</b> A few people didn't get to go to Thorpe Park due to the issue with the buses.</p> <p><b>KA:</b> There should've been more advertisement around individual tickets. Thorpe Park – some of the rides were closed.</p> <p><b>CN:</b> Do we keep the Thorpe Park event?</p> <p><b>Everyone was in agreement that Thorpe Park should be kept on the schedule.</b></p> <p><b>TB:</b> Everyone was told to queue from 4pm but maybe this could be staggered in future to prevent people waiting hours in the cold.</p> <p><b>JH:</b> Felt the day events were good too but this wasn't advertised as much.</p> <p><b>KB:</b> Could the Monday Funday event be on a different day?</p> <p><b>GW:</b> We didn't fund that particular event but if people want to see it again next year then you can help push for this.</p> <p><b>KM:</b> Do all evening events have to finish at 2am?</p> <p><b>CN:</b> It's to do with our licensing plus the ethical reason of others on campus needing to get up for 9am lectures.</p> <p><b>TB:</b> Could the silent disco be brought to Bop once a month?</p> <p><b>BA:</b> This could mean that students would get that variety of music.</p> <p><b>JM:</b> Has heard complaints about the music at Bop.</p> <p><b>PE-M:</b> Hundreds of people still attend Bop every week.</p> <p><b>BB:</b> The style of Bop is cheesy and you dress up to attend it. Plus we get alternative music at other venues during the week.</p> <p><b>DM:</b> The one thing they could change is the constant remixing of songs.</p>
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<b>TITLE:</b>	University Environmental Changes
<b>MINUTES:</b>	<p><b>MD:</b> Lobbying the University to use recycled paper in the Library printers and to use Ecosia as the main search engine. Ecosia plant simply for searching for websites via their search engine.</p> <p><b>LC:</b> The old University used recycled paper so why has it changed?</p> <p><b>CN:</b> Could always put this on the Ideas page and get students to vote it up.</p> <p><b>TB:</b> Can staff Vote? – No.</p> <p><b>TR:</b> Can we post on College pages?</p> <p><b>JK:</b> You can, but it's worth checking with the college first.</p>

<b>TITLE:</b>	Waiting Times For Counselling Service
<b>MINUTES:</b>	<p><b>This article will be brought to the next meeting.</b></p> <p><b>GW:</b> In the meantime, would anyone lie to be part of the Task Force to lobby the University on this matter?</p> <p><b>GW, NC, PE-M, TB, BA, LC, MD, CN and DO all volunteered to be part of the Task Force.</b></p> <p><b>BA:</b> The whole service needs revising. There are currently counsellors who are still practicing and they are on placement at the University. How effective is the counselling they're giving?</p> <p><b>CN:</b> Worries that the Counsellors don't meet our demographic and there's no diversity. Could mean that certain students are put off from visiting them.</p>

<b>TITLE:</b>	Music At RSU Events
<b>MINUTES:</b>	<b>CN: As Tia is unable to attend the meeting and she was the one who proposed the idea, we're going to bring this to the next meeting.</b>

<b>TITLE:</b>	Free Accommodation for College Officers
<b>MINUTES:</b>	<p><b>TR:</b> Proposing free accommodation for both the College President and Deputy College Presidents as they work alongside each other and both should be on the same grounds.</p> <p><b>BB:</b> This could also apply to Senior Flat Reps as they are pretty much doing the same job as College Warden but just not receiving the same rewards.</p>

	<p><b>PE-M:</b> It's difficult to regulate as some people are inclined to take liberties and do the bare minimum.</p> <p><b>DM:</b> There's been a lot asked of Flat Reps this year.</p> <p><b>BB:</b> Agreed, it's a 24 hour job.</p> <p><b>TB:</b> Digby Senior Flat Reps have had a rough start to the year and with a whole new Digby College team, it's been difficult allowing them time to adjust to their new roles too.</p> <p><b>GW:</b> Jerry, Head of Estates, has plans for money off for Flat Reps, but this is in the works, so probably won't come into effect during this academic year. It's a conversation to have within the Colleges.</p> <p><b>CN:</b> The money off accommodation is a gift the Colleges give and comes out of their budget, so they'd need to be included in these conversations. You could half it between the College Presidents and the Deputy Presidents, but this something that you'd need to agree with amongst yourselves.</p> <p><b>SP:</b> Ultimately agree with splitting the money, however, CP's do attend a lot of meetings that DP's don't.</p> <p><b>KM:</b> Could we potentially be given food vouchers when we have meetings that run outside of the 9-5 hours?</p> <p><b>CN:</b> Contrary to what some people think, Sabbs aren't paid more to duty manage events. There will be times when we can take the time off in lieu, however, if we're required for meetings etc then it's hard to recoup this time.</p> <p>Feel free to take these conversations to the Colleges.</p>
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<b>TITLE:</b>	Officer Reward Scheme
<b>MINUTES:</b>	<p><b>CN:</b> We've unfortunately had officers who haven't pulled their weight in the past but have still reaped the rewards of being an officer. From a commercial perspective, allowing free entries to officers soon adds up and means that we are essentially missing out on a substantial amount over the course of the academic year. We need to address the structure of this and it may be the case that if students turn up to the SUC meetings, they'll be given a vouchers to use at certain events.</p> <p><b>GW:</b> Not aimed at anyone in this room, you're here for 2 hours of your free time and aren't getting paid so we appreciate the effort you make.</p>

	<p><b>KA:</b> A conversation needs to be had surrounding the policy for apologies to SUC.</p> <p><b>BB:</b> The meeting is a good way to hold people to account.</p> <p><b>TB:</b> If you come to meetings and have nothing to report then you should be held accountable for this.</p> <p><b>GW:</b> We need to be careful with this as it could lead to unnecessary pressure on the individual.</p> <p><b>KM:</b> Ultimately we are a team and if people aren't pulling their weight then it reflects badly on us as a whole.</p> <p><b>KA:</b> There's always something to say.</p> <p><b>BB:</b> We shouldn't judge someone by how much they're doing as it's all subjective.</p> <p><b>CN:</b> Everyone here is really focussed and driven so we don't anticipate it being an issue for this group.</p>
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The date of the next meeting will be Thursday the 25th of October in the Convent Parlour, Digby Stuart College.