

Meeting: COUNCIL/SENATE/STUDENTS' UNION COMMITTEE

Date and Time: Thursday 1st March 2018 at 10.15am

Venue: 4 West Boardroom

Present:	Professor Dame G Breakwell (Chair) President & Vice-Chancellor	
	Ms A Brady	Student Representative
	Mr M Cigerli	Student Representative
	Mr B Davies	President, Students' Union
	Professor P Lambert	Pro-Vice-Chancellor (Learning & Teaching)
	Professor C Mitchell	Elected by Senate
	Miss C Page	Education Officer, Students' Union
	Mr R Tyrrell	Student Representative
In Attendance:	Mr M Humphriss	University Secretary
	Mr A McLaughlin	Chief Executive, Students' Union
	Mr A Payne	Director of Student Services
	Mr M Pender	Secretary
	Mr B Palmer	Community Officer, Students' Union
	Ms K Pickett-McAtackney	Activities Officer, Students' Union (for minute no. 1145)
Apologies:	Ms A Goodman	Elected by Council
	Dr A Nightingale	Elected by Council
	Dr J Troyer	Elected by Senate

ACTION

1142. MINUTES OF PREVIOUS MEETING

The minutes of the meeting held on 14th November 2017 (Paper CSSU17/18-007) were approved as a correct record of the proceedings.

Clarification was requested in respect of minute no.1140(3) regarding information on the likely usage of the proposed 3G pitch. The Chair confirmed that this information would be useful in helping to progress this project, and the Students' Union Sport Officer undertook to supply this to the Secretary or direct to the Chair.

1143. MATTERS ARISING

1) Min no 1131(2), Capital projects approval processes

The Pro-Vice-Chancellor (Learning & Teaching) reported that it had not been possible to provide a document detailing all the University's capital project approval processes as each project was unique and was judged on its own merits. This meant that the approval process for each project was different depending on the scale of investment required and the various stakeholders involved. It was however recognised that there needed to be clarity when a

potential capital projects emerged from the Students' Union, and it was agreed that when the Students' Union proposes such a project the Executive should indicate the appropriate approval process / route that project should take.

1144. STUDENT ACADEMIC APPEALS AND REVIEWS 2016/17

The Committee considered Paper CSSU17/18-009, the annual summary of student academic appeals and reviews. In the absence of the Director of Academic Registry the Chair asked for any comments that could be fed back to him.

Discussion centred on the relatively high number of appeals and IMC submissions in the Faculty of Science. Whilst it was felt that there was no cause for concern in respect of individual departments, the Director of Academic Registry was asked to consider the variations in the number of appeals and IMCs across the Faculties and whether there were any underlying reasons for these that needed further attention.

DoAR

AGREED that the annual summary of student academic appeals and reviews for 2016/17 be noted.

Secretary's note: At the request of the Chair the Committee agreed to alter the order of the agenda and consider item 8(2) before item 4.

1145. STUDENTS' UNION BUSINESS - ENVIRONMENTAL PRACTICES ACROSS CAMPUS

The Students' Union Activities Officer presented Paper CSSU17/18-014 which detailed the Students' Union's concerns regarding environmental practices on campus and its recommendations on how these could be improved.

The amount of single use plastics used on campus was highlighted as a particular concern. Whilst the 'keep cup' scheme had been introduced to address this issue, students felt these needed to be cheaper or part of a deal with the Munch Box in order for take up to increase. It was noted that there had been a number of positive changes made across the University over the past few years including coffee cup recycling, the Leave No Trace campaign and food waste initiative.

The Students' Union Activities Officer then detailed the Students' Union recommendation in respect of environmental practices across campus, which were as follows:

- For the University and The SU to stop providing non-biodegradable plastic cups on campus and provide water fountains which are available to drink from and to be able to fill bottles instead.
- For A&HS to improve the MunchBox Scheme by investigating the possibility to provide a combined offer for a Keep Cup and a Leave No Trace box which is more affordable for students.
- For The University / A&HS to work with the Students' Union to campaign to reduce students' plastic waste consumption.

During the ensuing discussion the following points were made:

- It was suggested that there needed to be greater availability of washing up facilities to make the 'keep cup' scheme more attractive to users. In this STV such a facility had been combined with a water fountain which had proved successful. Many water fountains were also not available to students as they were located in staff only areas;
- In respect of keep cups, it was suggested that greater clarity over pricing was required to make it clear it was cheaper to buy a drink using a reusable cup. It was also suggested that the current keep cups were not particularly attractive and did not retain heat very well, which could be off putting for some people.

There was general support for the recommendation outlined above, and it was reported that A&HS and the Students' Union were already working together to achieve them. The Students' Union Activities Officer was asked to provide an update on this activity to CSSU in the future. In response to a query regarding recycling bins, it was also suggested that a map of recycling bins on campus be provided.

SU(AO)

1146. STUDENT COMPLAINTS 2016/17

The University Secretary introduced Paper CSSU17/18-010, the annual summary of student complaints. It was reported that the number of formal complaints received remained low and broadly in line with previous years. It was noted that the Faculty of Science had the highest number of complaints, but the University Secretary commented that there was no systemic issue there and the number of complaints across the University was always subject to fluctuation.

It was noted that the report did not include information received by Accommodation & Hospitality Services, Computer Services and the STV via their customer comment systems, and the University Secretary agreed to consider including such data in future reports if possible.

The University Secretary reported the outcomes of several formal complaints as evidence of how the University did treat complaints seriously and took remedial action where necessary. It was also reported that the Doctoral College would be reviewing how complaints from research students were dealt with to ensure lessons could be learnt and acted upon.

AGREED that the annual summary of student complaints for 2016/17 be noted. The Committee confirmed that the Student Complaints Procedure remains appropriate.

1147. STUDENT DISCIPLINARY STATISTICS 2016/17

The University Secretary introduced Paper CSSU17/18-011, the annual summary of student disciplinary data for the past five years. Members noted the different stages involved in the student disciplinary process.

It was noted that drug related offences remained high, and the Director of Student Services reported that a pilot scheme had recently been introduced where students receive a reduced fine for the possession of drugs if they agreed to undertake an educational workshop.

The Committee questioned the reason for the very significant drop in the number of informal warnings issued in the residences for health and safety issues. It was reported that this was likely due to the phasing out of the Resident Tutor system and changes to the role of Housekeeping which meant that issues such as messy kitchens were dealt with in a more positive manner rather than by issuing warnings.

It was noted that fines imposed on students which were not related to accommodation / repair of University property were paid into the Student Experience Development Fund within Student Services. It was requested that the Director of Student Services provide a paper for circulation to members of the Committee on the projects which had been provided by the Student Experience Development Fund.

DoSS

AGREED that the annual summary of student disciplinary statistics for 2016/17 be noted.

1148. STUDENT FITNESS TO STUDY STATISTICS 2016/17

The University Secretary introduced Paper CSSU17/18-012, which provided the statistics for student fitness to study cases for 2016/17.

It was noted that there had been an increase in fitness to study cases in 2016/17, but this was thought to be due to changes in the way return to study data was recorded on SAMIS. For the last academic year the number of reasons available in SAMIS to record students suspending / returning to study were reduced significantly, and this led to an increase in the number of students recorded as suspending / returning due to health issues.

It was noted that up to now the process for doctoral students was more informal, and it was confirmed that the Doctoral College would be looking at this issue to ensure a more systematic process was put in place. The Committee also discussed what happened to students who were sectioned under the Mental Health Act.

AGREED that the statistics for student fitness to study cases for 2016/17 be noted.

1149. STUDENT FITNESS TO PRACTISE STATISTICS 2016/17

The University Secretary introduced Paper CSSU17/18-013, which provided the student fitness to practise statistics for 2016/17. It was reported that there had been no formal fitness to practise cases during the period, and that to date there had been no formal cases in the current academic year.

The University Secretary was asked to check whether the new MSc Applied Clinical Psychology programme needed to be covered by the Fitness to Practise procedure.

Uni Sec

AGREED that the student fitness to practise statistics for 2016/17 be noted.

1150. STUDENTS' UNION BUSINESS - ENSURE THAT STUDENTS WITH DISABILITIES HAVE EQUAL ACCESS TO THE UNIVERSITY INFRASTRUCTURE

The Committee received a presentation from the Students' Union Community Officer in respect of the accessibility of the University's infrastructure for students with disabilities. The presentation focussed on the difficulties a wheelchair user experienced in accessing the Virgil Building. Problems included: the platform lift into the building not working; a number of heavy doors throughout the building that had to be opened manually; access to the accessible shower; poor / inaccurate signage; limited space to manoeuvre a wheelchair; and essential items being placed in difficult to reach places.

During the ensuing discussion on the presentation the following points were made:

- There was concern over the original design process in respect of the Virgil Building, but also that when issues had been reported they did not seem to have been addressed in a timely manner;
- Whilst the representation of disabled students on new build / refurbishment project groups was welcomed, it was noted that they would not have the professional expertise required to ensure accessibility issues were being properly addressed;
- Whilst there had been positive changes over recent years in respect of accessibility, further work was needed to achieve a culture change within the University in respect of this issue. This would require a cross-organisational effort to ensure everyone was aware of the University's physical infrastructure.
- It was reported that a working group had been set up to look at accessibility issues following the internal audit of student disability provision on campus, and it was suggested that this group needed to look at the current position in respect of the Virgil Building and also identify other wider issues that needed addressing.

After further discussion the Committee thanked the Students' Union Community Officer for his presentation and expressed the wish that the issues raised in it should be resolved as soon as possible.

1151. ANY OTHER BUSINESS

The Chair reported that Dr Alison Nightingale was standing down as a member of the Committee as she was taking up a new role in the Library. On behalf of the Committee the Chair thanked Dr Nightingale for her contribution to the work of the Committee.

1152. DATES OF MEETINGS

The programme of meetings for 2017/18 was noted as being as follows:

- Tuesday 20th March 2018 at 2.15pm
- Tuesday 17th April 2018 at 2.15pm

The meeting concluded at 11.55am