

Union Council Agenda Pack

16th March 2021

Online via Microsoft Teams

Agenda Item	Purpose
1. Welcome A brief introduction from everyone in attendance	Information
2. Apologies Notes are made of who isn't able to attend and has let us know ahead of time	Information
3. Terms of Reference A reference point for everyone who is attending more information is here on our website and further in the agenda pack. (Page 2-5)	Information
4. Minutes from previous council A record of what happened in the last meeting, these can be found below.	Vote
5. Actions from last time This is where we'll keep track of any actions to track what impact the campus council has	Information
6. Sabbatical Officer Update <ul style="list-style-type: none"> i. Update from Officer (also below) ii. Questions from attendees iii. Vote	Vote
7. Submitted Ideas All ideas are available to view here on the website. Details are also below. <ul style="list-style-type: none"> i. To use the correct word regarding sex or gender in university provide / source information 	Vote
Any Other Business	Information

*all documents should be attached within the agenda pack.

Terms of Reference

UWTSD Students' Union Bye-laws section 5. The full list of Bye-laws is available here on the website.

5. Students' Union Council

This bye-law is to be read in conjunction with Article C, Clause 6

5.1 Purpose

5.1.1 Students' Union Council exists to:

5.1.1.1 Discuss, debate and set Union policy in between General Meetings.

5.1.1.2 Review, guide, hold to account and create projects for the Sabbatical Trustees in between Annual General Meetings.

5.1.1.3 Discuss issues of relevance to Full Members of the Students' Union in between Annual General Meetings.

5.1.1.4 Work to make Students' lives better by consulting and understanding the needs of the student body, discuss and debate issues and ideas and create new projects and initiatives.

5.2 Membership

5.2.1 Five campus representatives are elected to Students' Union Council from the membership of each Campus Student Council. One of the five places from each campus is reserved for a Liberation part-time officer.

5.2.2.1 Campus representatives are elected by alternative transferable vote in a secret ballot at the first meeting of each Campus Student Council, with any subsequent vacancies filled in the same manner at the next available meeting of the Campus Student Council.

5.2.2 The four Sabbatical Trustees

5.2.3 A Students' Union Council Chairperson, an individual elected via cross campus election from the body of Full Members.

5.2.4 Any Full Member of the Students' Union may attend a meeting of Students' Union Council and have speaking rights.



5.3.1 Chairperson

5.3.1.1 The Students' Union Council chairperson will maintain appropriate order within the meeting, ensure that the meeting runs to the agenda and to time, and will be responsible for ensuring that Union policies are followed throughout the duration of the meeting.

5.3.1.2 It is the chair's responsibility to ensure that debate is balanced, considered and fair.

5.3.1.3 If the Chairperson is temporarily unavailable then the meeting shall be chaired by the Students' Union Group President or a Full Member of the Students' Union nominated by them.

5.3.1.4 At any time the chair may resign, or be removed by a majority vote of Students' Union Council. If this occurs then a cross-campus election for a new chair should be arranged by the Students' Union Returning Officer at the earliest possible opportunity, in the meantime the protocol outlined in 5.3.1.3 should be followed.

5.3.1.5 The Chairperson may invite anyone to attend and speak at Students' Union Council, provided that they don't contravene any Union policies

5.3.2 Agenda

5.3.2.1 All Full Members of the Students' Union will have the opportunity to place items on the agenda, and the agenda and papers will be circulated and made publically available at least a week before the meeting.

5.3.3 Policies for discussion

5.3.3.1 For the purpose of Students' Union Council a 'policy' is defined as follows:

5.3.3.1.1 A headline question or a statement; and then three following sections:

5.3.3.1.2 Union Believes; a description of the present situation relating to a policy;

5.3.3.1.3 Union Further Believes; argument for Students' Union adopting the policy;

and

5.3.3.1.4 Union Resolves; a description of the action taken by the Union as a result of passing the policy

5.3.3.2 Policies should be submitted in writing a week prior to the meeting.

5.3.4 Discussion of Policies

5.3.4.1 Policies will be discussed in the following manner:

5.3.4.1.1 Presentation of idea by the person proposing, or a Full Member of their choosing;

5.3.4.1.2 Question and Answer session.

5.3.4.1.3 Open policy debate, which may include alterations and/or additional suggestions which can be agreed by the proposer, or voted on if necessary.

5.3.5 Voting

5.3.5.1 Policies are adopted on a majority basis, with constitutional amendments requiring two-thirds majority to pass. For clarity, anyone voting to abstain will not be included in the two-thirds calculation.

5.3.5.2 Normal voting will take place by a show of hands, though any member of Students' Union Council may request a secret ballot.

5.3.5.3 Quorum for voting purposes will be ten members of Students' Union Council.



Union Campus Council Minutes 22nd April 2020 3:30pm

Welcome	<i>Reuben Nicholas (chair), Lizzie Cawdell, Carwyn Davies, James Mills, Cerys-Mair Griffiths, Becky Ricketts, Martha Warren, Elis Allsopp, Matthew Howells, Kris Grogan, Iona Mokandpuri, Zeke Hann, Rebecca Palmer, Abhiyann Kapoor Malhotra, Amy Walter-Thomas, Jennifer Sargisson, George Dalton-Brown, Rhiannon Watts-Robinson,</i>
Campus President Updates	<p>Martha: Wrote this at end of March, so have some more to add. Tried to base it off the end of Feb to the start of March.</p> <p>Health and wellbeing campaign was a massive campaign for me, Covid put a stop to it in person. I know people will be affected by the lockdown, so we've created an online campaign under Stay At Home. This is aimed for everyone including our parents/carers. Launched a bunch of it, more to come. Design has been amazing. Sabbs working on interactive content for everyone to get involved with.</p> <p>Newsletter: We haven't had it in a while; in lockdown I didn't know what to put in it and design have recently got new software to make it easier to do in the future. Lampeter should have one in the next few weeks.</p> <p>SU Development: was really looking forward to finishing but has completely stopped now due to Covid. We now have a breastfeeding and common room and was working on sports and socs room which would have all the documents clubs need and they can hold meetings there and advertise. We also have another room downstairs we wanted to do. Our bar also needs doing so been working with bar manager to create a plan.</p> <p>Sabb handover: new sabs have been elected - a brilliant bunch of officers, so working on a handover so the sabs can be in the best setting possible when they start.</p> <p>Also been to NUS Wales and National conference, and in meetings with the provost every week. Working on student housing; massive win to get university contracts to end early; now working to get best deal possible for private rentals.</p> <p>JM: in terms of wellbeing campaign, you ran two trips; would you have liked to have done more?</p> <p>MW: we had others planned, but due to poor attendance they were cancelled. More planned for now, but because of current circumstance can't happen.</p>

REPORT PASSED

Elis: Wellbeing campaign held in January in Carmarthen - something I was really passionate about; we had low attendance due to placements and exams, but it went okay.

Welsh language on hold due to Covid, so all our in-person plans have had to be switched to different formats for us to put it all online, but planning tutorials that will be put online. Attended Coleg Cymraeg council board where they held their review; working through bilingual policy to develop road map, supporting students in halls and AQR report. Reasonable turnout of voters in Elections.

JM: What are the plans upcoming until June?

EA: Working in tie with Becky and Martha, but can look at doing some individual campaigns myself; been focusing on Welsh campaign with resources.

CD: Just wondering if the report is accessible to everybody or is it exclusive?

EA: Been made public

MW: you've put a lot of work on Welsh campaign like films and planning to get it out, downplaying what you've done, can you expand?

EA: Done 5 minute videos with pop ups to help everyone. Videos will be done bilingually. Working with design to get video descriptions, so hoping to get them out next week.

REPORT PASSED



Group President Update	<p>Becky:</p> <p><i>Bloody Hell: HEFCW have made money available for universities to bid for for a bigger piece of work around period education and wellbeing. March was the initial deadline, so it's been changed to July due to Covid; for the next officer team, if they're interested in it, I can help write the proposal so they can submit it.</i></p> <p><i>Churchill Gowns, ethical gown supplier: I've met with Ede and Ravenscroft and the university in a premeditated meeting, not most positive. With the Coronavirus situation, we can have a look at utilising them if students wish. They can rent/buy with a Zoom graduation with friends and family. It can all be sent to your house and you can graduate online. A nice thing to look at. University not looking to</i></p>
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change provider any time soon. No rescheduled graduation date just yet. We will communicate as soon as we can when they have one.

Inspire Interns: nothing moved here, it's currently stagnating. Should hopefully have an update after Thursday on these and the climate emergency. The Uni are meeting to discuss their sustainability.

Satellite Campus Development: they don't have a sophisticated rep system there just yet; London don't have reps yet, so we need to look at how we adopt and adapt what we do to help them. In contact with Birmingham to see if we can organise something like this in June before I leave.

Both campuses have staggered intakes throughout the year. So may have 4/5 sets of reps throughout the year.

Elections over; congratulations. I'll still be around somewhat with NUS Wales. Excited to watch from the sidelines.

Climate Emergency: No update since January, but should have one from Thursday onwards.

Covid update: Main priority is housing, making sure students can have their third term rent reimbursed - had a win on this. Purpose Build Student Accommodation next port of call; majority gave third term rent free. Ian Walsh (Swansea Provost) taken this on himself to get them to change their mind. Housing of multiple occupancy and landlords is very different story, relies on the goodwill of landlords.

Last few days put a template together for tenants to send to their landlords to hopefully get something through to landlords. We don't expect to have much on this scenario as it's a case by case basis. We've met with AM's and MPs about this, which is going to the housing minister. If landlords are going on mortgage holidays, then so should their tenants. Spoke to VC to co-sign the letter that the students can send to landlords as a last resort. He sees the necessity in doing so.

Finances: Extra money in Hardship fund pot: not sure of the exact details, but there is an increase. If students are struggling, they can apply for this, but they will need to provide bank statements of ins and outs. If anybody is struggling, exhaust the bursaries and hardship fund.

JM: climate emergency policy passed a while ago, what's been the biggest obstacle in place for the uni to declare it?

BR: things like this take a long time, was taken to a committee in November, has to be passed there; then it goes to SMT, then to a Senior Director, then it goes to University Council. Takes a while to get to.



No push back currently or conversations. From Thursday, we'll be in a better position to understand. An issue that may outlive me being a



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president. So may need to go to the next officer team.

AWT: with housing, is there advice for third years who are graduating?

We all had a plan of what was going to happen afterwards, but now nothing's solid; students have no idea what date they stop being a student, so when could someone apply for housing benefits etc? BR: I can do some digging and contact registry and university to see if they know, but you could also ask Hwb.

MW: it may be on your student card, but definitely contact Hwb.

RN: What's in place for students to ensure they aren't at a disadvantage due to Covid?

BR: Students have changed academic regulations so students can pass with a grade that reflects them and what has been put in.

The Student Safety Set policy ensures that as long as students have fulfilled the criteria for this, they will not be negatively impacted in their studies.

Whatever grade a student had pre-lockdown is the percentage the student can graduate no less with.

You can't go down a grade.

Not everybody is covered by this policy; those who have to have their courses externally accredited are exempt from this policy, as they have specific external criteria they have to fulfil to graduate. However they are looking at alternative methods of assessment.

University are creating videos to explain the changes.

You have to attempt and get 40% in your module.

MW: you have to make sure you are attempting your modules, but the university understands that some people may struggle. Erietta has offered to do 1-2-1 calls with students to go through what it all means.

JS: First assignment wasn't expected until the end of March, and what is going to happen for students who have dyslexia? Especially where there was meant to be exams, do they expect us to rely on Dragon?

MW: contact personal tutor and module director ; we also have Ffion.

CMG; does QTS apply to no detriment policy?

BR: get in contact with programme team.

MW: Please bring individual cases to use in office hours or to the university

REPORT PASSED

IDEA	VOTES FOR	VOTES AGAINTS	ABSTAIN	PASS	FAIL	Minutes
EXAMPLE	3	2	1	X		
a. Swansea Waterfront Campus (SA1) Recreational Facilities (Sean Dugay)	4	2	4	X		BR spoke on issue Idea was presented; Idea was discussed <i>Idea was passed</i>
b. Engineering workshop Resources (Peter Olliffe)	8		2	X		BR Spoke on issue Idea was presented Idea was discussed <i>Idea was passed</i>
c. Student ID card replacements (Amelia Moseley)	9	1		X		MH Spoke on issue Idea was presented Idea was discussed <i>Idea was passed</i>



d. Have lecturers use Microsoft Teams for students that have or develop mental health issues (Jennifer Sargisso ₁)	6	1	3	X		JS spoke on issue Idea was presented Idea was discussed MW agreed with notion and stated that student experience
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						committee is looking at things like this currently EA spoke on standardising this for all courses on campus for parity Idea was passed
e. Encourage lecturers to record their lectures (Matthew Howells)	8		2	X		MH spoke on issue Idea was presented Idea was discussed GDB agreed with statement, believes SA1 has the infrastructure but it's not being used. Idea was passed

AGM Date; Any other main points that need to be recorded?

A.O.B: *Any other main points that need to be recorded?*

Iona: 2018 motion Sweatshop Free campaign was passed, is it still valid or does it need to be resubmitted?

BR: Policies have three year shelf life to be enacted and reported on; once it's been three years we ask if they need to be kept or binned.

AWT: How to write ideas properly?

RN: The Sharepoint has a motion template

MW: Sabbs are happy to help too

MW: award nomination ends this Friday!

BR: NUS will be nominating a VP liberation position

AWT: lovely meeting you all

JS: I'd like to share my appreciation for meeting you all RN:

Thank you everyone.

Date of next Meeting:

AGM on Zoom on Wednesday 27th May

Additional Action Points:

N/A



Sabbatical Officer Update

Officer Objectives & SU Strategic Plan				
Sabbatical Officer Campaigns	Knowing & Reaching Our Members	Growing Our Opportunities	Amplifying and Strengthening Your Voice	Making the Most of our Resources
Housing Education	X		X	X
Mental Health	X		X	X
Green Policy	X	X	X	
Sport and Soc Accreditation	X	X	X	X
Distance Learning and the International Community	X	X	X	X
Accessibility (Physical and Financial)	X	X	X	X

Specific Campaign & Objective Updates	
Campaign/Objective	Update
Mental Health – Mental Health Week end resource collation	Following the success of our October Mental Health campaign, we have revisited it this semester and combined our Mental Health and Study Aid campaigns. The aim of which was to signpost students to wellbeing support and promote tips on getting organized academically. We ran an Instagram competition for students to share their study spaces or how they keep notes, as a way to promote the importance of a dedicated study space, particularly for student wellbeing.
Housing Education – Campaign conclusion	The housing campaign has now concluded; I have worked with our comms team to overhaul the Housing section of the website to make our resources more widely accessible, as well as constructing an interactive house-viewing form that students can email to themselves when it is completed for future reference. Following feedback from the last Campus Council, I have also developed a how to get the best deal for your bills resource, which is now also live on the website; it covers everything from price comparison, council tax and splitting bills to having a separate 'bills account' with your bank.



Accessibility (Financial)	<p>I have worked with the finance team early this academic year to address issues around PG Fee payments, ensuring the system is updated to reflect loan payments. My initial intention was to secure a blanket payment plan for students to pay their tuition in 6 equal installments; however, due to the way awarding of qualifications works at PG level, this is impossible. As a result, I have worked with Finance to produce infographics on how the payments are made and the reasoning behind this, so that PG students will have this information at the beginning of their studies. Now we are in Semester 2, we will have students considering post graduate study, so I am working with the finance team on a transparency campaign so all students are aware of the costs involved and are able to plan for postgraduate study.</p>
Accessibility (Physical)	<p>Working with the Lampeter Disability PTO, we have launched and concluded an accessibility survey. We have also prepared a report of our findings. This report has been shared with the Operations team and the Lampeter Provost, who are keen to work with us to address these concerns. We will be setting up a focus group of Lampeter students to work with us and the University to ensure the solutions we have for the concerns raised are what students want to see. We will also be working with the Swansea Disability PTO to replicate this work for the Swansea campuses after the interest they showed in the Swansea Campus Council.</p>
Green Policy – Paper Waste	<p>The aim of this green policy was to address paper waste as a result of elections and lectures. The aim is to put forward policy for consideration at campus council to propose an opt in/out system for hand-outs in classes, so staff only print/produce physical copies for those students who need them as opposed to printing enough for a full class. If this is passed at campus council, it will be presented to the university council to pass into policy. While in the context of COVID, handout production is significantly lessened our COVID response work has taken priority. I intend to pursue this policy at the April campus council.</p>



Sport and Society Accreditation	I have redesigned the accreditation system and have presented it to members of the senior management team as well as the Student Opportunities Coordinators; this included highlighting issues with the current system, my findings from research into the system at other institutions, as well as their strengths and weaknesses, and my proposal for a new structure. While the structure I have presented has been well received, some work needs to be done to develop it past a proof of concept to address some logistical points we have raised during our meetings. We intend to consult the clubs and societies exec of each campus to determine if there are any campus specific concerns with the new system, as my personal experience is as an exec member from Lampeter. Once our clubs have been consulted on some areas, I wish to have student input directly; the new system will be presented to the SU Exec for approval (hopefully in February). After this, we have highlighted the potential for specific support resources for clubs to access while completing their accreditation, to support development which will be the priority before the accreditation's implementation next academic year.
Distance Learning and International inclusivity/community	Given the current COVID context, my initial plans for this have had to be reexamined; this has unfortunately meant that there is little progress in this area currently. However, I believe it is more important than ever that our Distance and International students feel included in the student population, and I aim to have a new plan of action finalized by the end of this semester to implement in the new year. As a part of our funding allocation to combat COVID's impact on students, we have allocated a portion of this funding to an International specific fund due to their lack of maintenance loan. I will be working on the Distance Learners portion of this campaign this semester.

Emergent Themes & Student Feedback:

Rent Rebates: We worked with the University to secure rent rebates for students living in on site Accommodation who could not access it during lockdowns, as well as pre-written letters for off-site students to open this conversation with private landlords. Following the announcement of additional funding, this is also being made available to off site students who require support with accommodation costs.

LRC Access: Following the Library decision to postpone the click and collect service, there was a miscommunication where students did not know what was in place to support them. The Carmarthen Campus President and I met with the Library team and were able to share the results through social media and email. We are also working with Hwb to make sure this information is shared with all students, regardless of access to social media.

Safety Net Policy: We are working with the University to revisit the No Detriment Policy to implement a better long-term solution that we will know as the Safety Net Policy. This will be advertised to all students when it is confirmed, and we have resources to.

Submitted Ideas

1) To use the correct word regarding sex or gender in university provide / source information.

by Jennifer Sargisson 16 December 2020, 22:24

Category: Academic Support

The idea came a few week back when i was looking through some of the bursaries and got confused on some of them using man and male Interchangeably as well as woman and female in the same way. the idea is to put forward that we used male (Assign male at Birth/ AMAD), female (Assign Female at Birth /AFAB) and Intersex when provide support regards to Sex and When Providing Support regards to Gender using word of man, woman and etc. As sex and gender are quite different so switching between using the word for sex and the word for gender can be abit confusing especially for trans and the gender diverse communities. also where "possible" and makes sense to go for gender version over sex version of words.