

Student Members Meeting Minutes

6pm Tuesday 11 February 2020 | B200, University Building

Attendance record

School	Number
Cass Business School	4
School of Arts & Social Sciences	7
School of Health Sciences	7
School of Mathematics, Computer Science & Engineering	9
The City Law School	19
Total Number of Student Attendees*	46

*actual numbers fluctuated during the meeting, however quoracy (30) was maintained throughout.

Officers	Initials	Title
Tuna Kunt	TK	President
Saqlain Riaz	SR	VP Education
Rania Salim	RS	VP Community & Wellbeing
Josh Clayfield	JC	Chair of Student Council (Meeting Chair)

Staff in Attendance	Initials	Title
Angelo Weekes	AW	Representation Manager (Chair's Support)
Hannah Roberts	HR	Deputy Chief Executive
Raquel Marques	RM	Representation and Democracy Coordinator
Jonathan Otter	JO	Representation Assistant (Meeting Secretary)

Part One

1) Welcome and apologies

JC opened the meeting and welcomed attendees to the Student Members' Meeting and outlined meeting conduct. Reminds everybody that the meeting is for students only. Students' Union staff are in attendance to facilitate the meeting.

2) Minutes

Paper Reference: SMM-001 Minutes from last year **approved** by those present.

3) Confirmation of Items for Any Other Business

No items brought forward.

4) Items specially brought forward by the Chair

No items brought forward.

Items for Information

5) Trustee Report on Union Activities

Paper Reference: SSM-002

TK introduces themselves. Talks about the new strategy and the priorities. All information available on the website. Community fund has been introduced. High profile islamophobia awareness month and Union on tour events.

6) Management Accounts

TK – A gross income of just over £1,000,000 and Net income £59,000. The union ended the year in unrestricted reserves of £265,000.

These items are for information and not for discussion, a full break down of both items 5 and 6 are available on the papers.

Part Two

Items for Decision

7) Affiliations

Paper Reference: SSM-003

TK Presented the proposed list of organisations that the Students' Union and Societies wished to affiliate to. These are to be voted on as a block. There were no speeches against. JC moves to open vote.

Decision

The Meeting **approves** the list of affiliations.

8) Iftar as part of Study Well

Paper Reference: SSM-004

Proposer of the policy was unable to attend.

Ali Qureshi (AQ) proposes to include Iftar meals as part of Study Well. States Ramadan is the holiest period of time. Ramadan is expected to clash with exam period for the next couple of years. Study Well is to support students during exam period. Union events should support students especially with a diverse student body. The Study Well campaign should

hold 1 Iftar meal of each week of Study Well as well as a safe space to hold it in. This should also continue if Study Well Discontinues.

Question Will this be done through Sodexo?

Answer There are charities available that will do this, do not expect this to be through Sodexo.

No Speeches against.

Decision

The Meeting **approves** the motion. 35 for – 0 against – 0 abstain.

9) Running Study Well events all year

Paper Reference: SSM-005

Aaron Carey (AC) states Study Well runs during exam periods, it is important that students know when it is and get the support they want. Study Well could be beneficial if it runs all the way through the term, it gives more consistent support. Notifying students is important, knowing when Study Well is run is not consistent, and a notice board or messaging would be useful.

The SU should run Study Well events and activities more often throughout the year, not just during exams.

No Speeches against

Decision

The Meeting **approves** the motion. 34 for – 0 against - 1 abstain.

10) Mandatory Unconscious Bias training for all Union staff

Paper Reference: SMM-006

Rania Salim states – Unconscious bias training is effective for countering micro aggressions, an act which negatively impacts a member of a minority group, whether consciously or unconsciously.

We should tackle micro aggressions at City, University of London, starting with mandatory Unconscious Bias training at the SU.

Question is there a group to provide this training?

Answer We are currently looking at an external provider as a trial.

Question What is the duration of the course? Union Staff are pressed for time.

Answer It is important to uphold the values of the union, training would be a day or half a day.

Question Would we escalate this to Students as well?

Answer We want to make it mandatory for staff and then lead it to students as well.

No Speeches against.

Decision

The Meeting **approves** the motion. 34 for – 0 against – 1 abstain.

11) In-House In City

Paper Reference: SSM-007

Shaima Dallali (SD) proposes many of our catering and cleaning staff go through a great injustice. They are subject to statutory minimums. We want city to bring Catering and Cleaning Staff in house, and be subject to the benefits and rights of City staff members. Many of these staff are women, from abroad or members of our BAME community. Cleaners and caterers get no sick pay if they are ill for more than 4 days. City state it is too expensive and claim it is not part of core business. We want to show City that we do care.

Question A concern for the employees, some may be on 0 Hours, if we pass the policy, are we saying that they are drawn into the City community?

Answer Unison represent these staff members and will answer any questions on the process.

Question If City did not listen before, why will they now?

Answer According to Unison, this would only cost £1m, and City declares massive reserves.

Question Can we incorporate Catering and the Bar into Union activity?

Answer Doesn't feel this is relevant to the matter at hand.

Decision

The Meeting **approves** the motion. Unanimously 35 for - 0 against – 0 abstain.

12) UCU Industrial Action

Paper Reference: SSM-008

TK, this is a motion to support striking staff in the upcoming strikes. We held a referendum for the previous strike within this academic year. This strike is based upon the same reasons.

Question Which schools will be affected?

Answer the Union works with the University to figure out where is affected and which courses but lecturers will tell you if they are striking however, declaration is not mandatory.

Question What will we do to support them?

Answer The union will provide resources to support the staff, Union officers will support the picket. The Union will write an article on the website, and support students if they raise complaints.

Question What support is there for PG Students?

Answer We engage in the University and UCU conversations to ensure we can see when the strikes will happen. Union advice also support students with compensation claims and there is scope to push for this.

Question Students negatively view strikes. T4 International Students are particularly affected. Does this reflect all students' opinions?

Answer We push for compensation especially for international students.

Question Do we encourage students not to cross the picket line to support the strike?

Answer Some courses are externally regulated and we do not want to encourage students to miss attendance which may affect graduating or visas.

Question Specific sessions are being cancelled, what we can do about compensation or extenuating circumstances for final projects being missed?

Answer Office for Students has clear guide lines for what universities must do. This motion does not mean that we do not fight for students.

Preliminary vote is taken:

For 31 – 2 against – 2 abstention.

Argument against: As an international student we are missing lectures, it has a very negative impact on students. We appreciate it is an issue for lecturers, but it is a problem for students. Students need compensation.

TK responds that she agrees the need for compensation. Hopes that there will not be 14 days of strikes and wants issues to be resolved as quickly as possible.

Against: Data science course, exams were not dealt with properly because of the strikes. Will the strikes not cheapen our degrees when we should be standing out in the job market?

TK responds, this motion does not define the trade union action. We (the Union) want to resolve the issue so we do not lose the full number of days. We want students to tell the Union what to do.

Decision

The Meeting **approves** the motion. 31 for – 2 against – 2 abstain.

13) Make CityBar work for City Students

Paper Reference: SSM-009

TK: we are limited on student space as we are an inner-city University. CityBar is a good space that could be utilised better. The Union should manage the space, not financially. Use as a day space, make sure it is accessible and used, bottles of alcohol are currently on view during the day, even when not serving. Better use for Union evening events. Sodexo will manage it still but the Union will hold the space.

Question will people be able to drink during the day?

Answer it will still serve at the same time. It is currently shut at the bar during the day but the alcohol is still visible, nothing would change except for hiding the alcohol.

Question Can we use more space once we have the management for societies?

Answer Yes, once we have it we can manage it for our societies.

Question How easy will it be to gain control?

Answer We can do it, it would be mutually beneficial.

Decision

The Meeting **approves** the motion. 31 for – 0 against – 0 abstain.

14) Creating a physical space for the Graduate School Paper Reference: SSM-010

Anne Onwusiri (AO) introduces herself. Proposes making a space for graduate students, states further outlines and details are in the papers.

Question What are we suggesting?

Answer Using unused spaces that are not effective for Graduate Students.

Question How do we limit access so only PG students attend?

Answer Similar system to the Law common room, not strict access but designate it for PG Students.

Question Other schools have a similar issue. Why Post Grads?

Answer Post Graduate students make up over 50% of the student body. If you want one for your school, you can talk to the School Representative Officer for SASS. PG Students feel disenfranchised.

Question Everyone wants a common room, 50% is a lot of people, where will we have the space?

Answer It is not the only option for getting a common room.

Question What benefit would a PG student area have over a general use area?

Answer Older students find shared areas less acceptable and are on a high pressure, short term course, a designated space would help relieve this.

Question How would the space look?

Answer Similar to Law common room.

Decision

The Meeting **approves** the motion. 30 for – 1 against – 0 abstain

15) British Sign Language to be offered by the Language Centre

Paper Reference: SSM-011

Ellie Foulger (EF) City currently offers 6 languages through the language centre, 2 are offered at basic only. BSL should be added so people can access it.

Question Are languages free?

Answer Yes

Question Are we looking for someone from BSL Society to come in?

Answer We would encourage BSL Society but the University will run the way they want to.

Question Will it be tiered?

Answer Yes, ideally, but we need to ensure we can test it.

Question Are there new lecturers needing to be hired?

Answer No, current staff can enrol onto the courses for free.

Decision

The Meeting **approves** the motion. 31 votes for – 0 against – 0 abstain.

16) Room Booking

Paper Reference: SSM-012

Ibrahim Khalid Hamid (IKH) states a vital role of societies is to book spaces for events. The booking form contains clear contradictions regarding the number of days needing to be booked in advance. This lack of clarity needs to be rectified. The time in advance needs to be reduced to 5 working days, for students with turbulent lives. The current form does not reflect changes to policy. Changes should be included and communicated to students. Room booking systems have been unprofessionally managed. There is apparent bias. Students demand swift and transparent communication.

Question Do you think there could be a change in how we book rooms rather than an email system?

Answer The current system could be streamlined, training for society committees is important but it is not always possible to attend, and the form should be updated.

Decision

The Meeting **approve** the motion. 31 for – 0 against – 0 abstain.

17) Lecture theatre plugs

Paper Reference: SSM-013

Aaron Carey (AC) states many lecture theatres have plug sockets under seats, for lectures which are over an hr long this is necessary. I propose we lobby the university to ensure we have plug sockets in every lecture theatre for example Oliver Thompson Lecture Theatre (OTLT).

Question Is it possible to socket the Great Hall?

Answer OTLT was simply an example.

Question Would this happen during a term?

Answer I hope this to be during a break.

Amendment Proposed: To lobby for plugs in the OTLT rather than Great Hall.

Speech For: I believe that we should do this in the OTLT rather than the Great Hall which may not be economically viable.

Question on the amendment: Are they working on the Great Hall already?

Answer Then if it is being upgraded, we should leave them to it.

Question Should we not focus on class rooms?

Answer Start at the largest rooms and work the way down.

Question If they are already renovating the Great Hall should we not lobby for including plug sockets now?

Answer We need to clarify as to whether this is going ahead.

Amendment We should push for the inclusion of Plug sockets in the OTLT in a B200 style.

Argument We should not continue to lobby for the Great Hall if there is talks of renovation.

Decision on the amendment

16 for – 7 against – 7 abstain

The amendment is added.

Decision

The Meeting **approve** the motion (with amendment). 29 for – 1 against – 0 abstain

18) Longer Opening Hours and More Resources for the Library

Paper Reference: SSM-014

AO wants longer opening in the library and more resources for all schools as outlined in the paper.

Question What difference will this make?

Answer We can currently take assessments out but only during staffed hours, with class finishing times we cannot do this.

Question Do we want to encourage students to study later?

Answer It would not be promoting late study but it sometimes necessary, we can highlight that it is ok to study late.

Question How long will it remain open until?

Answer Some Universities hold 24 hours, this would be ideal. Maybe staggering the introduction such as starting at 7am.

Question Can we duplicate resources from Grays Inn Library to NSQ Library.

Answer I would be happy to add that to my policy as an amendment.

Amendment Proposed: Can we duplicate resources from Grays Inn Library to NSQ Library?

Question Can you not use the processes that are there to send resources between?

Answer This is not always possible on short notice.

Decision on the amendment

29 for – 0 against – 1 abstain

Amendment added.

Question What about security attendance?

Answer Security would be paid extra for out of hours ideally.

Question Why are some library open longer than others?

Answer It may be a supply and demand issue. I may want to make an amendment to open all libraries open 24 hours.

Amendment Proposed: For this policy to be made across all libraries, not just Northampton Square.

Question Is this still an issue following the prior amendment?

Answer This will be a gradual approach to open all libraries longer.

Decision on the amendment

28 for – 1 against – 1 abstain

Amendment added.

Decision

The Meeting **approves** the motion (with 2 amendments). 30 for – 0 against – 0 abstain.

19) To improve the Assessment and Feedback process within CASS

Paper Reference: SSM-015

Danya Amir proposes to improve feedback process within CASS. Final exams don't get any written feedback. 3rd years are being trialled to look at their exam feedback however they are about to graduate, this would be more beneficial for 2nd year students. Markers should give constructive feedback. Marking by tutors is not uniform, and no 3rd party checking.

Amendment Proposed: Extend this policy to all schools.

RS - We should extend this to all schools.

Question will this not weaken the policy for Danya?

Answer This policy can still be pushed in CASS.

Decision on the amendment

12 for – 4 against - 11 abstain

Amendment added

Question How do you plan to ensure this is implemented with a lot of detail?

Answer If they mention how many topics you are expected to include, outside of class work, there should be a clear criteria for assessment feedback.

Question Does this not clash with UCU Strike?

Answer It is up to the lecturer how much feedback they give currently, if we give a set criterion then they will follow that.

Decision

The Meeting **approves** the motion. 26 for – 0 against – 4 abstain.

20) Let's create an opt in paper system

Paper Reference: SSM-016

Mohamed Omar (MO) is tired of receiving unnecessary print outs. Deforestation is a major issue, we already have digital resources. We should make it an opt in system to receive class paper

Question What about those without a laptop?

Answer No student should be disadvantages, however we should not assume everyone needs a handout.

Question Who opts in?

Answer Lecturers should assume no one wants papers, and students can opt in.

Question How do we communicate this to our lecturers?

Answer We can add this as a moodle feature.

Question Is this just for academic classes, or does it apply to the Union as well?

Answer The current Union process is not a major issue.

Question Will this be done by digital form?

Answer Yes, ideally.

Decision

The Meeting **approves** the motion. 30 for – 0 against – 0 abstain.

21) Climate Change

Paper Reference: SSM-017

Clement Koszuta (CK) Climate change is a major issue, the Union needs to declare a climate emergency and support the Climate march in March.

Question How do we fit all the students in to the climate march?

Answer We can use the outside areas.

Question Do we have any initiatives suggested, such as interactive sessions?

Answer March 13th to hold a teach out, this is the start and we aim to build from there.

Decision

The Meeting **approves** the motion. 29 for – 0 against – 1 abstain

21) Re-mark system

Paper Reference: SSM-018

Raha Ghadaksaz (RG) states we need an official policy for the University to better implement a remark policy.

Question Does this have to happen internally or with the exam boards?

Answer This will have to be what the University see fit.

Decision

The Meeting **approves** the motion. 30 for – 0 against – 0 abstain

21) Lecture Capture

Paper Reference: SSM-019

RG this is not a new issue, previous officers such as TK have worked on this. Lecture Capture is currently an opt-in system. This is not ok.

Question I have heard the reason some politics lecturers do not use Lecture Capture is because they do not want the views, they share to be put forward online.

Answer the University could review courses with sensitive information to be excused.

Question What would be done differently this year, whenever this is brought up in Rep meetings it is brushed aside?

Answer We could have an opt-out policy, currently we have an opt in. Lecturers themselves may not know the technology is there for them to use. An opt out policy would ensure it is put in place.

Amendment proposed: Lecture capture to be mandatory for foundational modules where possible.

Argument Lecture capture should be used for mandatory or foundational modules where possible, elsewhere it should be up to lecturer decision.

Question People may have chosen electives, but students can't drop modules if there is no lecture capture.

Answer It is the same as the argument for core modules.

Amendment withdrawn

Question It says at the discretion of the university in SM-0019, is this not the current policy?

Answer We are not demanding it, that is not productive and where it is possible it should be put in place.

Amendment proposed: Remove the clause "To lobby the university to make it policy that all lecturers, where held reasonable at the discretion of the university, should use lecture capture." And change it to "To lobby the university to make it policy that all lecturers, where held reasonable with the exception of an opt out policy, should use lecture capture".

Decision on the amendment

28 for – 0 against – 2 abstain.

Amendment added.**Decision**

The Meeting **approves** the motion (with amendments). 30 for– 0 against – 0 abstain

Any Other Business**17) Any Other Business****1**

A question on turnout, it is a low turnout and many societies have events on the same date as AGM.

Chair states: There have been many clashes and this is a timetabling issue for the Union. We cannot ban other societies from hosting events.

Student: Many students would not turn up even if incentivised, this is not the Union's fault.

Chair: we need to invite our friends and reach out to our communities.

Student: I have spoken to all of our contacts and none seem to engage.

TK states: I and the Representation team are happy for feedback, we can try change the way this is done, such as moving it online but I take the point especially with clashes.

EF many students are confused by the name "Student Members Meeting".

Chair agrees but we need to communicate to each other and share the knowledge we have.

Student: The Union needs to incentivise the meetings more.

Student: Many students live a far away distance and this is in the evening, we may never be able to get many people to come.

2

A student raises an issue with the quality of the Showers, they run cold and are not accessible for students. The university should include towels and the water is too cold.

AOB Complete.

Chair closes the meeting.