

London South Bank University
Students' Union Council Meeting
UC23012023

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Date: 15.11
Time: 16:00-17:00
Location: SU Conference Room

Agenda

- 1.0 Welcome and apologies
- 2.0 Chair's introduction
- 3.0 Agree the accuracy and approve the minutes of the last meeting.
- 4.0 Note any matters arising from the minutes not covered on the agenda.
- 5.0 Officer Reports
- 6.0 SWOT Analysis on Network Activity
- 7.0 Officer group discussion
- 8.0 Items/papers/policies to receive, consider, discuss, and approve.
- 9.0 Note items for information
- 10.0 Any other business and date of the next meeting

1.0 Welcome and apologies

1.1 Voting members in attendance:

- Devonte James (President, DJ)
- Abdirahim Ibrahim (Chair of Union Council, AI)
- Fatema Rabbi (Vice President Welfare and Equalities, FR)
- Charlotte Adam (Vice President Activities and Employability, CA)
- Md Nayeem Sadman (Vice President Education, NS)
- Abdur Rahman Tanim (International Students Officer, AT)
- Mst Muslima Khatun Fahmida (Women's Officer, FMK)

1.2 Apologies

- Jamie Jenner (LGBTQ+ Students Officer, JT)

1.3 In Attendance

- Matt Myles Brown (Deputy CEO, MMB)
- Rachel Mundy (Student Voice and Outreach manager, RM)
- Seyi Adejori (Student Voice Coordinator, SA)

1.4 The Chair brought the meeting to order.

1.5 No conflicts of interest were declared.

1.6 There were no matters arising from the previous meeting.

2.0 Chair's introduction

2.1 The Chair opened the meeting.

2.2 Full Time Officers introduced themselves.

2.3 Part Time Officers introduced themselves.

2.4 Chair introduced himself and his role in the Union Council.

3.0 Agree the accuracy and approve the minutes of the last meeting.

3.1 The Council approved previous Union Council Minutes as an accurate record.

4. Note any matters arising from the minutes not covered on the agenda

4.1 There were no matters arising from the previous meeting.

5. Officer Reports

5.1 The full-time officers were invited by the Chair to give updates to Council as to their work on behalf of the union since the beginning of term.

5.2 Devonte James (DJ)

- DJ spoke about his priority on Graduate outcomes, named this as a key priority within the LSBU as it is used as a measure of success, degree attainment and awarding gaps are important to focus on.
- DJ is collaborating with CA and Grant (Head of Employability at LSBU) from LSBU Careers with a goal to increase work/placement opportunities on campus.
- Worked on the Access and Participation Plan submission with MMB.
- Working on Peer mentoring and learning scheme, a program that enables students to mentor students in the year below them. This is helping with student drop out and is a collaboration with the learning department and library. The roles for mentors are paid.
- Working on the International Buddy Scheme, last week students got paired, and will be able to give a more detailed report next meeting.
- Student Safety DJ has a goal to make sure students are safe on campus and is working with halls staff, security and the student life team to review incidents and decide if preventative work is needed.
- Freshers, DJ did a lot of welcome talks to new students.
- Lanyards, DJ has won his campaign to have different coloured lanyards for different schools.

5.3 Fatema Rabbi

- Has been working on Cost of living support, ran a survey which recieved more than 900 students insight.
- FR is meeting people from uni to see what can and cannot be done from the recommendations she presented to STEx from this survey.
- FR is working with LSBU on awareness campaigns for mental health and wellbeing services.
- Decolonising the curriculum, FR has participated and shaped workshops that have happened with staff and is currently working with a group of students who are keen to learn more and shape the work going forward.
- FR has won pronoun badges for the Students' Union.

5.4 Nayeem Sadman

- NS has a priority on improving LSBU Lecture Capture, has met with Tony Moss and Debra Johnson who are positive about this topic and said there will be a lecturer forum and they will invite SU to raise this issue. Debra needed more info from Students, NS ran a survey in Course Rep form and 94% of the present students would like it. NS is working with LSBU survey team on a broader survey.
- NS has a second priority to win free printing for students. NS is gathering data in partnership with the LSBU survey team and working with LSBU partners to understand the current usage levels.

5.5 Charlotte Adams

- CA has a goal to increase Internal placements on campus and is currently building relationships with LSBU partners in collaboration with DJ on this topic as referenced above.

- CA is working on Graduate Outcomes with DJ, they are seeking to gain external opportunities with placement and have met with Grant (Head of Employability) on this issue. This has been a slow burner in terms of immediate outcomes but has been added to the academic task force to gather insights with the employability leads.
- CA has a goal to improve relationships between the SU and some LSBU departments, particularly LSBU Active and Halls.
- To this end she is consistently meeting with LSBU Active, attending team trainings to gather views and has taken on the role of BUCs Representative to ensure students are having an excellent and inclusive experience.
- Is working with LSBU Active to challenge notions about drinking and sports.
- Participated in and helped shape the Freshers Program, which was very successful. CA noted new SMT member Josh Goddard has been very supportive and adaptive to student needs.
- CA currently working on the Refreshers Plans.
- CA is also working with LSBU colleagues to ensure DDS students are well supported and is working on the creation of a DDS passport which would mean students do not have to repeatedly disclose their disability.

5.7 The part-time officers were invited by the Chair to give updates to Council as to their work on behalf of the union since the beginning of term.

5.8 Abdur Tanim

- No updates on this year so far.
- Reported International students are struggling with placements, getting placements, document issues/visa issues, international immigration, international advice team may be needed to support – ACTION below for CA and AT.
- AT reports that LSBU wants a lot of documents and thinks there should be less conditions – students have to prove a lot and you have a time at the end of the year where you are unsure if you are going to placement or 3rd year as they do not tell you.

Action: Charlotte and Tanim should work together to connect with Tony

5.9 Fahmida

- Freshers Fair - ran a stall that had successful engagement, number of people in the network increased after the event, some students were unaware of the networks – even recurring students.
- Student Issues – who like to argue for events that will focus on de stressing like yoga, may work with LSBU Active on this.
- Raised issue: lack of Sanitary products in bathrooms – stock of these products on campus on reception, not just in the restrooms. ACTION: RM to raise with LSBU.
- Would like to do more events in the future.

6.0 SWOT Analysis on Network Activity

6.1 This Item was postponed due to time constraints and an action given to RM to organise another meeting.

ACTION: RM to organise another time for the Union Council to meet and discuss.

7.0 Officer group discussion

7.1 This Item was postponed due to time constraints and an action given to RM to organise another meeting.

ACTION: RM to organise another time for the Union Council to meet and discuss.

8.0 Items/papers/policies to receive, consider, discuss, and approve.

8.1 No Items/papers/policies were received.

9.0 Note items for information

9.1 No items were raised.

10.0 Any other business and date of the next meeting

10.1 Matt Myles-Brown raised an AOB advising the Council that the Union is going to conduct a Governance Review. Context for the review is:

- Voter turnout in the previous elections has been consistently low, last year was >4%
- LSBU are asking questions about democratic elements as multiple positions were uncontested (only one person running)
- Candidates across all elections are coming from largely 2-3 Schools: BUS, ENG, LSS
- Voters are largely also from only these Schools

The Union is responsible for democratic, fair elections and needs to fix the problem as the University has noticed and asked the SU to take action.

The whole process needs to be reviewed, there will be changes over the course of the academic year. The Review may focus on Sabbatical Officer Roles, Union Council, Course Reps and more.

Will ask questions like; is it working? What could be done better?

The Union needs student insight from a diverse range of students and Council Members will have opportunities to be involved. Changes may need to be consulted by the Council.

11.0 The Chair closed the meeting.

Matters Arising:

| Action | Person/s Responsible |
|---|----------------------|
| Charlotte and Tanim should work together to connect with Tony and Ben to work international immigration placement issue | CA & AT |
| Raise feedback about sanitary products with LSBU. | RM |
| Organise another time for the Union Council to meet and discuss: SWOT Analysis and Officer Group Discussion. | RM |