

## STUDENTS' COUNCIL (SRC) Ayr

Monday 18<sup>th</sup> April, 1pm, Halls of Residence

In the Chair Arnaud Bastianelli (Chris Scott opened the meeting as Chair was late)

### MINUTES

#### 1. Sederunt

Arnaud Bastianelli	Sports President
Chris Scott	Ordinary Trustee
Laura Wiggins	Ordinary Trustee
Alison Aitken	Adult Nursing
Mark Cook	Film making
Liam Pollock	Broadcasting
Dominique Morris	Digital art

#### In Attendance

Claire Lumsden	Student Representation Co-ordinator
Heather Weir	General Assistant
Katie Milliken	Senior Planning Officer, UWS Planning & Management Information Services

#### 2. Acceptance of Apologies

Caroline Sharp	General Manager
Daniel Copithorn	Campus President Ayr
Susan Duncan	Depute President Education and Welfare

#### 3. Acceptance of Minutes from the previous meeting

(a) Matters arising from those minutes-None, minutes accepted as accurate

#### 4. Acceptance of the report of the business of the Association- Attached

Council read through the report of CPA, there were no questions from the floor, report was unanimous accepted.

#### 5. Acceptance of the reports and minutes of committees- None

*Dominique Morris entered the room 1.20pm*

#### 6. Business Introduced by Officer Bearers-

##### (a) Smoking ban/policy

Chris Scott informs council that the University are planning an all campus smoking ban and outlines what this means for students and staff. Laura Wiggins comments that this was discussed at the last SAUWS campaigns meeting and informs council that SAUWS are planning a number of activities for this, in particular they will carry out a risk assessment, contact police and the local council for their opinion/views, they are also keen to get crime statistics for the area surrounding

Ayr campus, CPA will take this forward. Mark Cook comments that he doesn't think students should be asked to go off campus and thinks the campaigning strategy is good. GA suggests there is also a fire risk as some people may not put their cigarettes out properly and in hot weather, this could be dangerous. Laura Wiggins suggests that the University see it as a person's choice to smoke regardless. Alison Aitken asks what the University staff thinks, in that this is their place of work, GA asks how the University are going to enforce it, SR Co-ord suggests that there will be a reprimand for repeat offenders, however expulsion is unlikely, and we are not sure how the staff feel about the ban. Laura Wiggins suggests asking what the University's official stance is for halls. Dominique Morris suggests that this type of ban will mean large amounts of people hanging around at halls and other areas of campus.

#### **(b) Student Learning Conference**

SR Co-ord outlines the conference commenting that it is a conference for students to explore certain aspects of their university experience and this year we are covering the new Learning, Teaching and Assessment Strategy and the SAUWS Feedback campaign. Informs council that unfortunately the registration deadline has passed and we are unable to take any further bookings but that there is likely to be another event next year. Further explains that a report for the event will be available in due course and that this can be sent to council members if they wish. Council members suggest they would like a copy of the report.

#### **(c) Social Media for learning and teaching**

Laura Wiggins informs council that she is a member of the Learning, Teaching and Assessment Strategy (LTAS) working group which has discussed this, the University are very keen to take it forward particularly with regards to apps assisting Learning and Teaching. Alison Aitken suggests on her course Facebook is often used and they don't really use banner, Dominique Morris suggests that tutors don't really show how to use the likes of banner/blackboard for discussion. Laura Wiggins suggests that this is important and that students need to be aware of how to use it, comments that she will inform LTAS working group of this. Mark Cook suggests that this is a good idea however in halls there are internet and connectivity issues, there is a real need to ensure no one is at a disadvantage. Mark Cook further asks if this can be incorporated into Blackboard and emails as only the discussion board is used for peer review, there have also been some issues with enrolment and registration with regards to getting the correct information. Alison Aitken suggested this in her last SSLG, asking specifically if they can give information sooner. Council members also suggest there are updating issues for modules which are no longer in use, Laura Wiggins informs council members that the pages in Blackboard can be amended to hide/show particular modules. Council suggests that a forum like discussion board would be good, this can allow specific topics to be discussed and can encourage discussion among students who may not ordinarily get too involved, it can also build up resources and display images etc. Council also agrees that Facebook and YouTube are good for film making/digital courses etc, if there is a separate group for programmes led by the lecturer links can be added and this can be attached to a Twitter feed, this can also allow more direction in discussions. Council also agrees that Facebook etc would be good for events promotion. Laura Wiggins also suggests that for distance learning, video podcasts would be good and lecturers recording lectures and making them available on YouTube would be good for when the weather is bad, comments that Glasgow Caledonian University do this.

*Katie Milliken entered the room 1.30pm*

*Order of paper moved to discuss item 9 – AOCB*

7. **Motions-** None

8. **Elections-**

**(a) Disciplinary committee (x1)**

**Ordinary Member:** Proposed – Mark Cook (Seconded – Alison Aitken)

There is now a full Disciplinary Committee at Ayr Campus.

9. **AOCB-**

Katie Milliken, Senior Planning Officer of the Planning & Management Information Services for the university introduced the Lean project outlining that the university are looking at ways of doing things more efficiently, for example looking at processes for departments like student services, admin services, finance etc. A detailed discussion took place with Katie Milliken noting responses. Issues which arose included, with regards to student services it can be difficult to get the right person when they are needed causing delays with hardship funding or processing information and confidentiality issues during busy times. In the Finance department, it can be difficult contacting staff at start of year, this can hold up payments of SAAS/Fees which in turn can have implications for enrolment. With regards to the Job Shop, this has improved however the process for getting relevant information of specific advertisements still takes too long. With regards to Schools, Nursing in particular, information can be given out too late as there is lots of it and time is needed to read through it (this has been brought up at an SSLG however). There is also a need to promote the use of the Banner ID email usage, any students not using their student email will not get important information which again can cause delays and lack of engagement. In addition and in general, where it is not possible to speak to the correct person in any department and where information/items are left for the attention of a specific person, there should be a system of receipt acknowledgement so that if items go missing there is a receipt that states who the item was given too and when.

Other issues discussed which were not specific to the Lean project included, with regards to module evaluation forms, issues raised take too long to resolve, however it is noted that change can take time. With regards to Blackboard, lecturers are not using it in an effective way, in addition where paper copies of information is given for modules, these can be out of date and at times not relevant. Issues also arose with regards to slow computers and software not being available which are essential for a programme (specifically digital art) and dirty/unhygienic keyboards and desks. Council members also raised the issue of lack of and delays with feedback for coursework.

Katie Milliken thanked council members for their input and informed them that issues would be taken forward. SR Co-ord also states that issues not directly relevant to the Lean Project will also be taken forward to be acted upon.

*Katie Milliken left the room 1.45pm*

*Order of paper returned to item 7 – Motions*

*Arnaud Bastianelli entered the room 1.50pm*

Dominique Morris reports issues in halls and in particular the Ayr Halls Manager. Outlines that last year letters were sent to some Halls residences informing them that debt collectors would be called should they not pay the invoice, the Halls Manager was asked not to do this however it is

happening again this year via email. This is causing unnecessary stress and is against procedures. In addition the way the Halls Manager speaks to the students is disrespectful and she shouts at them. The most recent issue is the communal damages list given to students in halls with charges and an administration fee of £4 each, giving this to around 100 students equals around £400, points out that this is unfair. Dominique Morris also comments that each year the Ayr Halls Manager gets worse.

Examples of communal costs are: graffiti on walls, £150 to paint over; scratches on doors require sanding and painted; scuff marks on ceilings costing £230 to fix, curtains covered in grease and food marks cost £90 to dry clean; charged £120 for carpet cleaning to remove odors, however the carpet wasn't dried. Dominique Morris suggests that since first year there have been issues with curtains which they have not previously been charged for. Laura Wiggins asks if it possible to appeal the costs or change the prices charged if a cheaper alternative can be found. Chris Scott suggests that there were similar charges last year. Dominique Morris comments that last year the charges were dropped, also points out that some things are wear and tear and only malicious damage can be charged for. Council members also asked if things have to be fixed for example pen marks on a doors, thread loose on carpets etc. SR Co-ord suggests going to the CPA to discuss individual issues.

*Alison left the room 2.13pm*

GA suggests that the University may require Halls through the summer, therefore they may need to clean it. Dominique Morris further suggests that they are being charged for damage made by a student who has since left Halls and implies that the Halls Manager knows it was this student but will not get in touch with them. Mark Cook suggests that students have been charged by the police for drinking on grass outside halls as it is a public area, therefore is not part of halls, so why are students being charged for cigarette ends to be cleaned up. Also comments that guests smoke while visiting and just throw cigarette ends away. Dominique Morris also comments that the Halls Manager is disrespectful of students and shouts at them, making them feel uncomfortable living in Halls.

SR Co-ord suggests that if council members would find it beneficial a meeting can be organized to discuss only Halls issues. Council members ask for a meeting with CPA in the evening time to allow more students to attend. SR Co-ord will organise this for the evening of the last SRC scheduled for Thursday 28<sup>th</sup> April.

*Start 1.05pm  
Finish 2.20pm*