

## University of Gloucestershire Students' Union Management Committee

### Minutes of the meeting held 27 September 2022

**Present:** JC, PA, EH, BT

**Apologies:** BT, EB

<b>Actions</b>	<b>Who resp</b>	<b>Date due</b>	<b>Status</b>
To send KH a copy of the last meeting minutes and the updates.	EH	Next Meeting	The minutes are lost as EH's laptop has corrupted.
To research funding options for her international students' campaign.	EH	Next Meeting	EH has looked into the Janet Trotter Trust but does not believe the SU is eligible.
To draw up a stock response to common queries from international students including appropriate university contact details.	Officers with Staff Assistance	As soon as possible	Carry Over.
To speak to Emma B about ordering work mobile phones for Officers	JC	Next Meeting	Done. They have been ordered from Amazon.

#### Item

1.	<b>Welcome and Apologies for absence</b>  EH welcomed attendees to the meeting. BT and EB sent their apologies. PA joined during item 5.
2.	<b>Minutes of the last meeting</b> <b>Action:</b> EH to send KH a copy of the last meeting minutes and the updates.
3.	<b>Priority Campaigns:</b> <ul style="list-style-type: none"> <li>- <b>Never OK</b> BT has spoken to partners about anti-spiking drink stoppers. Posters have been put up informing students that they are available. Committee Training went well. BT and PA are speaking to sports teams about the never OK branding on kits.</li> <li>- <b>Cost of Student Living</b> Officers went to a cost-of-living event in Bristol and intend to lobby the government on the issue. Officers are going to have a meeting with Camille Stallard and other university staff about this issue. SSC's have also gathered data on this topic which will be taken to SULG. Officers are receiving a lot of queries about food banks already. A policy needs to be written on how food bank vouchers will be distributed.</li> <li>- <b>International Students Access All Areas</b> Events for international students have been held including, for example, Nigeria food stalls. EH has had meetings with the Chaplaincy to manage the arrival of international students as this will be over a period of time. EH has enquired about</li> </ul>

	<p>the Janet Trotter Trust fund but this is specifically for student research projects. EH is going to meet with Jacquie Labb about this fund. EH is attending the international sports group and will be taking part in sporting activities.</p> <p><b>Action:</b> EH to research funding options for her international students' campaign.</p>
4.	<p><b>Equality, Diversity and Inclusion</b></p> <ul style="list-style-type: none"> <li>- <b>Women's Plus Safety</b></li> </ul> <p>TG, BT and EM have issued a survey to night-time venues to gauge how prepared they are to work with the union on women's safety. There is a meeting this afternoon with Cheltenham Nightsafe. There has been less media coverage about injection spiking so far this year. JC, BF, BT and EM had a meeting with the council about violence against women. The plan is to put in place active by-stander training. A meeting will then take place with Colin to discuss actions.</p>
5.	<p><b>International Students</b></p> <ul style="list-style-type: none"> <li>- <b>Working with the Chaplaincy and Student Services to Support International Students</b></li> </ul> <p>EH said that the Chaplaincy have a presence in all the international student spaces. EH feels that the progress of the campaign is being stunted as the SU cannot fully partake in all the events. The Chaplaincy have a lot of control over how international students are supported and EH does not want the campaign to be redundant. Communicating how the SU helps international students is a challenge. EH does not have the means to contact international students on mass without the Chaplaincy. EH would like to create another option for international students. Both the SU and the Chaplaincy do have the same aim of supporting these students. EH said that she is being overwhelmed by queries during the evening from international students.</p> <p>BF suggested EH use the international event as an opportunity to offer help to international students rather than just offering an opportunity to meet other students. This event is being held because international students have missed the Welcome fair. There will be the opportunity to find out about clubs and societies including sports clubs. The aim is to add to the offer of the Chaplaincy.</p> <p>JC believes that the Chaplaincy organises international student trips that the SU should deliver.</p> <p>KH asked if there is an International Students' Society. EH said that there is an International Café but this is organised by the Chaplaincy. There is no society run by students. There are currently not many international students in societies and clubs as a whole.</p> <p>JC suggested that this could be encouraged by Becka when she joins as there will be spare resource in the team for a while.</p> <p>BF suggested that the SU offer to help where the chaplaincy is struggling. BF suggested talking to Student Recruitment at the university as they have access to data and have access to budgets. The university wants to be able to show that international students are settling in well when undertaking international student recruitment.</p> <ul style="list-style-type: none"> <li>- <b>Handling Incoming Messages from International Students on SU Officer Facebook and Instagram Accounts</b></li> </ul> <p>EH has received lots of contact from international students on What's App and Instagram. There are a wide range of urgent questions on topics such as visas,</p>

	<p>accommodation, enrolment and induction. This group is moderated by Jo Parkin. Some students are phoning EH with queries but she does not have the capacity to deal with them. EH is to speak to Matt and Jo Parkin regarding how to deal with this. This may happen again in January and in December when students begin to travel. Most queries are about accommodation and some students are arriving at night with no accommodation. Student Pad only details 14 properties which are university approved. EH does not want to recommend unapproved accommodation.</p> <p><b>Action:</b> Officers, with staff assistance, to draw up a stock response to common queries from international students including appropriate university contact details.</p>
6.	<p><b>Welcome Review</b></p> <ul style="list-style-type: none"> <li>- <b>SU Events</b> BF intends to set up a student focus group to find out what events students would like the SU to put on. The SU could offer incentives for students to attend.</li> <li>- <b>Tickets</b> PA said that there was confusion over the card and wristband. Some students paid twice as a result. She said that students were also confused about where to go and collect their free hoodie.  JC said that night-time ticketing is currently based on everything selling out but this is not the case now. The SU used to make most money from the black cards but the sales have not recovered this year. Changes will need to be made for next year.  EH said that students do not plan like that anymore unless they are part of a sports club.</li> <li>- <b>General Feedback</b> NR will be sending out a Welcome feedback survey.</li> </ul>
7.	<p><b>Work Mobile Phone Usage</b> The SU may need to buy Officers some work phones rather than Officers using their personal phones. They will be contract phones in case they break.</p> <p><b>Action:</b> JC to speak to Emma B about ordering work mobile phones for Officers.</p>
8.	<b>Any Other Business – To be notified to Chair in advance</b>
9.	CLOSE