**Students’ Representative Council**

**Minutes**

**26/10/2021**

**Online**

**Attendance**

**SRC Councillors/Representatives**

Parissa Robinson (SRC Chair), Eamonn Custance (General)**,** Muhammad Talha (Housing), Rabia Hussain (Equality, Diversity and Welfare), Aroob Manzoor (Women’s), Matiane Sandonis Perez (Environment and Sustainability), Joel MacPhee (First Year), Jingze Liu (International), Zining Li (General), Ilakkiya Ezhilmaran (Taught Postgraduate), Adam Brady (Sports Union President), Keith Winter (Rector’s Assessor)

**School Presidents**

Ossama Morjani (Business), Dominic Lee (Medicine), Cameron Irons (Social Sciences), Hannah Comrie (Humanities), Simone Bairstow (Health Sciences), Nicole Coutinho Garrido (Life Sciences), Gigi Gan (Dentistry),

**Executive**

Dimitris Vidakis (President), Samantha McElhinney (Vice President of Representation/Convener), Laura Van Overbeek Crusells (Vice President of Community), Megan-Rose Birdsall (Vice President of Fundraising)

**Co-Option Candidates**

Jebin Joseph, Zaid Khan, Pooja Mohite, Mathew Carson, Ibitomilayo Komolafe, Elisabeth Taylor, Hao Wu

**Guests/Observers**

Professor Blair Grubb (Vice-Principal Education), Wesley Rennison (Director of Strategic Planning), Olaf Ziegler (Chair, Board of Trustees), Cheryl-Ann Cruickshank (Chief Executive Officer), Ramya Rajaram (Student Voice Support Officer), Rebecca Cavanagh (Student Voice Support Officer), Joanna Fraser (Student Voice Support Officer), Chris Gourley (Head of Operations – Student Experience),

**Minute taker**

Stewart Squire (Executive Support Lead)

1. **Chair’s Welcome**
	1. The Chair welcomed and thanked everyone for attending the first meeting of the year. The Chair turned members attention to a presentation which outlined key points for the meeting. The Chair asked members to introduce themselves in the online chat function.
	2. The Chair turned to the meeting’s agenda and went through items and then introduced herself. The Chair asked members, for future meetings, to arrive ahead of the meeting starting and explained that she would provide estimated reading times and to accept the calendar invites. The Chair further explained the process for co-options taking place later in the agenda. Finally, the Chair asked members to ensure they provide apologies prior to future meetings taking place to the Chair.
2. **Apologies**
	1. Apologies were provided for Zechariah Laari, Josh Sutcliffe and Catherine Coyle.
3. **Minutes**
	1. The Chair asked members to turn to the minutes of the last meeting and asked for any amendments, none were provided initially from the members present.
	2. The Chair asked if the Mental Health Charter (item 5), which was mentioned in the last minutes, to be uploaded to the SRC Teams Channel. The Chair invited Dimitris Vidakis to speak and Dimitris suggested that this year’s Executive manifesto could be added as well. Samantha McElhinney agreed to take forward those actions and add to the Action Tracker.

**Action: Samantha to add the Mental Health Charter and Executive Manifesto to the 2021/22 SRC Channel and include in the Action Tracker.**

* 1. The Chair provided two amendments to the last minutes, which was to confirm what “Ecosia” (item 9) was and to reflect that in the minutes. Also, to ensure that the observers list was updated with her presence and others at the last meeting.

**Action: Stewart to update minutes to reflect what Ecosia is and to update the observers list.**

3.4 The Chair asked for a proposer and a seconder for the minutes. Laura Van Overbeek Crusells and Dimitris proposed and seconded the minutes as an accurate record of the meeting.

**4. Co-options**

4.1 The Chair asked members to move to the next item on the agenda and explains the co-option process. Samantha updated members that not every candidate for co-option had joined the meeting.

4.2 The Chair confirmed attendance and then asked Elisabeth Taylor to speak to the Council. Elisabeth explained why she was running for the role of LGBT+ representative and felt it was important to be involved and that she was a representative at the School of Life Sciences. Elisabeth spoke about the positive impact of coming to University had on her and wanted to make that possible for others.

4.3 The Chair thanked Elisabeth and informed members that questions would follow once each candidate had presented to the Council.

4.4 The Chair invited Jebin Joseph to present to members. Jebin explained that he was running for Employability representative and was a Masters’ student. He further added that he had come to university to aid his future employment. Jebin spoke about working hard over the pandemic and discussed the importance of internships and other opportunities to enhance students’ employability.

4.5 The Chair thanked Jebin and asked Poorja Mohite to speak to the Council. Poorja introduced herself and explained she was running for Employability representative. She spoke about her background as a member of her previous intuition’s Track Club and that she had been the Entrepreneurship Director of that group and the role she had undertaken. Poorja emphasised that she aimed to aid increasing student skills and improve the learning experience.

4.6 The Chair then invited Mathew Carson to present to the group. Mathew introduced himself and that he was a second-year student and Class Representatives. Mathew added that he had come to the University of Dundee (UoD) for the teaching experience and that learning and teaching was paramount. Mathew spoke about how he would like to see a revision week in the first semester and also importance of feedback.

4.7 The Chair then introduced Hoa Wu and invited her to speak to members. Hoa Wu explained that she was in her first year of her PhD and provided her three key aims. She outlined that she aimed to get more Postgraduate Research (PGR) students involved in specific activities, more engagement across the years and organise events to support community building. Finally, with the help of Dundee University Students’ Association (DUSA), better support for GPR students and help with their development. Hoa Wu continued that she would like to hold meetings and use suggestion boxes to capture ideas to aid future career development.

4.8 Finally the Chair invited Zaid Khan to speak to the Council. Zaid spoke about his previous undergraduate experience at his last intuition and had experience of team working. Zaid explained that he applied to become the Class Representative of his class and would like to focus on representation of students. He felt that students struggle to communicate their views on their course and how he would like to support them. Zaid also spoke about his aim to engage in activities and campaigns rune by the Council.

4.9 Samantha informed the Council that Ibitomilayo was unable to join the meeting but had provided a statement in the online chat. The Chair opens the floor to questions. The Chair invited Dimitris to ask a question to the candidates. Dimitris what they thought was the most urgent issues facing students and how they planned to work with the SRC to address it.

4.10 The Chair invited Elisabeth to speak first and Elisabeth believed that coming out of the pandemic and returning to a normal university life. Elisabeth continued that she felt it was important to gain an idea of what a “normal” university life was like for first years. The Chair asked Jebin to provide his response and Jebin agreed the pandemic was an important problem and the move from online to face to face learning would resolve many of the issues. Pooja was then asked to reply, and she highlighted that due to the pandemic most students were not able to come to Dundee, and that it was important they were provided with what they need.

4.11 The Chair turned to Mathew to provide a response to the question, and Mathew, also agreed that COVID-19 was the biggest issue and felt that students did not know where to turn for help as it was, for many, their first time away from home. Hoa Wu was asked to speak next and she explained that mental health was the biggest problem and felt more activity was needed around this. Finally, Zaid responded that he felt transition was the biggest issues and helping that to be ease for students was important.

4.12 Hannah Comrie asked what each of the candidates would like to do in their roles. The Chair asked Elisabeth to respond and Elisabeth explained that she would like to set up regular support group in DUSA to help develop connections, support and networking. Jebin was next asked to respond and he informed members that he would like to help the development of students and have more opportunities for students. The Chair then invited Pooja to speak, however Pooja had technical issues preventing a response.

4.13 The Chair then asked Mathew to respond and Mathew explained his aim to gain a revision week in semester one and believed that it was a stressful time for students without it. Hoa Wu was asked next to answer the question and explained that her aim was to develop academic workshops to get more PhD students involved. Zaid was also asked to respond and he informed members that he would like to broaden out engagement events to more groups and work with lectures to improve the experience from being talked at to a conversation style.

4.14 The Chair explained that Pooja was having problems with her internet and asked if there were any further questions. Dimitris provided a further question, which asked candidates to explain what they felt was the main priority DUSA should focus on. The Chair asked Elisabeth to speak first and felt that DUSA’s main role was to support students and help them do what they wanted whilst at University. Elisabeth spoke about the variety of societies and the importance of facilitating them. Jebin was next asked to respond and he spoke about how being an international student, University was his second home and felt that it was important to develop a feeling of togetherness.

4.15 Mathew was next asked to respond the question and felt that DUSA should focus on supporting students and have weekly focuses. Hoa Wu further responded that she felt an online suggestion box to get students idea would help. Finally, Zaid believed it boiled down to student engagement and that it was important to listen to students worries and ensure they were heard.

4.16 The Chair updated members with a response from Pooja that she believed employment events were a priority. reads out, Pooja had written response in chair reads out, employment events. The Chair provided the Council with a short break and explained that Samantha would provide the voting form to them online. Samantha informed the Council that the voting link had been provide in the Teams Channel.

4.17 The Chair moved to voting results and asked members to observe the results on screen:

**BME Representatives**

**Ibitomilayo Komolafe – Elected**

**Yes 17**

**No 0**

**Abstain 0**

**LGBT+ Representative**

**Elisabeth Taylor – Elected**

**Yes 17**

**No 0**

**Abstain 0**

**Employability Representative**

**Pooja Mohite – Elected**

**Yes 11**

**No 0**

**Abstain 0**

**Jebin Joseph**

**Yes 6**

**No 0**

**Abstain 0**

**Learning and Teaching Representative**

**Mathew Carson – Elected**

**Yes 17**

**No 0**

**Abstain 0**

**Research Postgraduate Representative**

**Hoa Wu – Elected**

**Yes 17**

**No 0**

**Abstain 0**

**General Representative**

**Abu Zaid Khan -Elected**

**Yes 17**

**No 0**

**Abstain 0**

* 1. The Chair thanked all candidates for their speeches and invited them to stay. The Chair further explained that the co-option results would be captured in the minutes.
1. **Vice Chair**
	1. The Chair moved the meeting on to the next item and provided an overview of the Vice Chair role. The Chair explained that at the next meeting there would be an opportunity to stand for Vice Chair and there would be a follow up email from Samantha.

**6. Code of Conduct**

6.1 The Chair invited Samantha to speak about the Code of Conduct. Samantha explained that it was a requirement that members sign the Code of Conduct and that Stewart Squire would talk about changes being made to it. Samantha further added that it would be circulated and that members could provide a signed electronic or physical copy.

**7. SRC Governance**

* 1. The Chair asked Samantha to speak to the motion. Samantha explained that the aim of the proposed changes was to resolve discrepancies which had arisen between Bye-Law 2 and the Standing Orders and it would allow changes to be made on a regular basis. Samantha asked Stewart to provide an overview of the proposed changes.
	2. Stewart reiterated the aim of the review that had taken place and that there was a need to separate the operational parts from the Bye-Law and have them situated in the Standing Orders, allowing the Bye-law to be focused on the Governance of the Council.
	3. Stewart confirmed that the review of the student staff representative role had been removed from this discussion as it did not feel appropriate to discuss this at this time. However, Stewart wished to confirm, what he believed had been a misconception of the proposal. Stewart explained that there was never an intention to have Senior Managers represent student staff and the point being made in the paper was a matter of decision making not representation.
	4. Stewart continues by discussing some of the main amendments, such as the removal of the Rector and Rector Assessors voting rights and that most of the changes were removing operational processes from the Bye-Law to the Standing Orders. Stewart finally explained that the Council was being asked to vote on the Bye-Law changes; however, there views were being sought on amendments proposed to the Code of Conduct and other changes made to the Standing Orders to allow them to be finalised.
	5. The Chair opens the floor to questions. The Chair raised a suggestion that related to paper F. Stewart explained that he was happy to discuss when the item was raised. Eamonn Custance asked Stewart about the amendment in the Code of Conduct regarding the removal of Associate Staff member status. Stewart explained that he did not know fully why that had been provided and believed it was related to SRC members being given a staff card which lead to certain privileges. Stewart continued that he was not even sure if there was such a true status as Associate Staff at DUSA and was unclear what that meant for each member. Stewart added that it was felt that it would be safer to remove this from the Code of Conduct.
	6. The Chair ended the discussion and invited Professor Blair Grubb to speak to the Council.

**8. University Strategy**

8.1 The Chair welcomed Professor Grubb to the meeting. Professor Grubb begin his presentation and explained the development of the new strategy and with the new Principal starting in January the University had been thinking of what they were doing moving forward. They had produced a “green paper” to begin the process and that Wesley Rennison had joined him to talk about engagement plans.

8.2 Professor Grubb informed members that there was a focus on a Triple Intensive University which would focus on, excellent education experience, really good research and impact and the university engaging with the community. Professor Grubb also spoke that these aims would have a collectively define the University’s social purpose.

8.3 Professor Grubb continued to explain the process for taking the strategy forward and that the implementation plan would be developed at School level. Professor Grubb continued explaining that they were considering how to improve widening access which the intuition was good at, but that they wanted to do this better. Also, that they were reflecting on lessons learned from the pandemic and that it was a hard time for the University. Professor Grubb discussed the importance of improving digitally and that they had a poor start during the pandemic but had got better. He continued on the work around developing the University’s curriculum and that degree programmes cannot stand still.

8.4 Professor Grubb further explained that they were looking at how they can make a difference for Dundee and on how they can be environmentally sustainable, with the aim to reduce their carbon production to net zero. Professor Grubb continued to discuss the further aims such as improving health and wellbeing and developing the education strategy. Professor Grubb spoke about wanting work in partnership with students and to recover the institution national Student Survey position. Further to this he discussed the aim to become a digital enabled campus and asked for the Council members feedback on their ideas.

8.5 Professor Grubb recognised questions and agreed to respond to them. Prior to the questions being answered Wesley added that they were keen to get student views and that it was his responsibility to capture them. Wesley explained that there was a SharePoint site and a survey to be sent to all students, but that they did not want to realise it until the Council and Executive had been engaged. Wesley further confirmed that the link would be going out to students this week.

8.6 The Chair identified three questions which had been asked and asked members to utilise the chat function or to raise their hand. Professor Grubb explained that he would take the second question first which was asked by Aroob Manzoor who wanted to know what was meant by a “Digital Campus”. Professor Grubb outlined that they had moved learning online and the intuition was not in a good place, that the university was good at on campus student experience. He further explained key areas of development such as lecture capture and felt that it was important to find out from students what is important to them.

8.7 Professor Grubb then moved to Eammon’s question which was to ask for comment on the issues around the SEAtS system. Professor Grubb accepted that the implementation was not going well. He continued that it had been a soft launch of the system and explained why there had been a move to the system. Professor Grubb spoke about how the old method of handing around paper to record attendance and the impact it had on administrating this. He also confirmed that it was not intended to police students but identify students who had disengaged with their studies. Professor Grubb also provided an apology for the issues as the sponsor of the project.

8.8 The Chair asked Professor Grubb why was there a focus on widening access and he explained that it was a requirement of the Outcome Agreements agreed with the Scottish Government. Professor Grubb explained the background and that the university achieved its targets every year but felt it was important to do more.

8.9 Mathew asked Professor Grubb if he saw SEAtS continuing and Professor Grubb explained that it was a standard system which works well in other universities. He hoped that these were teething issues and believed that as part of a five-year strategy it was a short-term issue. Mathew reported that he had not had any issues with the system but was aware others had.

8.10 The Chair asked about lecture capture capacity in lecture facilities. Professor Grubb explained that they had organised lecture capture in fifty rooms and will allow students and lectures to interact. He also explained that they were currently bidding for resource to improve the larger lecture theatres.

8.11 Professor Grubb responded to a question from Eamonn regarding the level of response from students to this consultation and how could it be improved. Professor Grubb spoke about the response rate in the Pulse Survey and National Student Survey and that there is not a set level. He encouraged student representatives to let the intuition know what they think and to gather views from students to feed into the consultation. Elisabeth followed on to ask about other potential incentives and Professor Grubb responded that Amazon vouchers were easy but was open to other ideas.

8.12 The Chair thanked Professor Grubb and asked Wesley if there was anything else. Wesley encouraged engagement from students and their wish to work in partnership with students. The Chair thanked both Professor Grubb and Wesley for their attendance.

**7. SRC Governance - Continued**

7.7 The Chair returned members to the vote for the SRC Governance paper. Samantha conformed that the voting link was uploaded to the SRC Team channel for members to utilise as well as confirming that new Councillors had been added to the teams to access the link. Members then moved to the vote. The Chair then ran through the remaining items on the agenda, Stewart suggested that his AOCB items could be removed from the business and be followed up out with the meeting.

**9.**  **SRC Question Time**

10.1 The Chair informed members that there were no questions to discuss. There was a discussion regarding a request from Eamonn to move the next meeting but after a discussion with Megan-Rose Birdsall, the issue had been resolved.

**10. Any Other Competent Business**

11.1 The Chair invited Dimitris to provide a statement on the recent decision on student night-time activity. Members were asked by the Chair, for interests of time to email Dimitris with any questions. Dimitris explained that he hoped to clarify any misconceptions and noted that members may have questions. Dimitris explained the background to the decision and informed members that the numbers of students attending were down and the decision was made that the night-time activity was no longer viable.

11.2 Dimitris confirmed that the nightclub was not closing and there had been a change in philosophy and to make sure the money as being spent on charitable activities. Dimitris clarified that no members of staff would lose their jobs because of the decision and that they were developing alternative events and create more hours for student staff. Dimitris also confirmed that the decision was to ensure suitability of DUSA’s operations and that the nightclub was not going to stop and that the Executive and Senior management Team will answer any questions members may have.

11.3 The Chair asked members to submit questions in the chat and they would be captured to follow up at the next meeting.

**Action: Questions to be captured and passed to the President to respond.**

**7. SRC Governance Continued**

7.8 Stewart as the Chair if the voting results on the motion could be provided. The chair announced that the motion received:

**Yes 13**

**No**

**Abstain 3**

7.2 The Chair provided the result and the motion was passed. The Chair confirmed that the results would be captured in the minutes.

**12. Sub-committee updates**

12.1 The Chair and Samantha asked about whether sub-committees were to happen, and Stewart suggested that due to the time they could be re-arranged.

**Action Point: Samantha and Stewart to work with Student Voice Support Officers to try and re-organise sub-committees.**

12.2 the Chair thanked everyone for attending and confirmed the date of the next meeting as the 16th November 2021.

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| --- | --- | --- | --- | --- | --- | --- |
| Your full name | Black & Minority Ethnic Representative | LGBT+ Representative | Employability Representative | Learning and Teaching Representative | Research Postgraduate Representative | General Representative |
| Dimitris Vidakis | Ibitomilayo Komolafe | Elisabeth Taylor | Pooja Mohite | Mathew Carson | Hao Wu | Abu Zaid Khan |
| ilakkiyaezhil@gmail.com | Ibitomilayo Komolafe | Elisabeth Taylor | Jebin Joseph | Mathew Carson | Hao Wu | Abu Zaid Khan |
| Eamonn Custance | Ibitomilayo Komolafe | Elisabeth Taylor | Pooja Mohite | Mathew Carson | Hao Wu | Abu Zaid Khan |
| Adam Brady | Ibitomilayo Komolafe | Elisabeth Taylor | Pooja Mohite | Mathew Carson | Hao Wu | Abu Zaid Khan |
| Dominic Lee | Ibitomilayo Komolafe | Elisabeth Taylor | Jebin Joseph | Mathew Carson | Hao Wu | Abu Zaid Khan |
| Rabia Hussain | Ibitomilayo Komolafe | Elisabeth Taylor | Pooja Mohite | Mathew Carson | Hao Wu | Abu Zaid Khan |
| Nicole Coutinho Garrido | Ibitomilayo Komolafe | Elisabeth Taylor | Pooja Mohite | Mathew Carson | Hao Wu | Abu Zaid Khan |
| Hannah Comrie | Ibitomilayo Komolafe | Elisabeth Taylor | Pooja Mohite | Mathew Carson | Hao Wu | Abu Zaid Khan |
| Simone Bairstow | Ibitomilayo Komolafe | Elisabeth Taylor | Pooja Mohite | Mathew Carson | Hao Wu | Abu Zaid Khan |
| Joel Mark MacPhee | Ibitomilayo Komolafe | Elisabeth Taylor | Pooja Mohite | Mathew Carson | Hao Wu | Abu Zaid Khan |
| Jia Hui Gan (Gigi) | Ibitomilayo Komolafe | Elisabeth Taylor | Jebin Joseph | Mathew Carson | Hao Wu | Abu Zaid Khan |
| Megan-Rose Birdsall | Ibitomilayo Komolafe | Elisabeth Taylor | Jebin Joseph | Mathew Carson | Hao Wu | Abu Zaid Khan |
| Maitane Sandonís Pérez | Ibitomilayo Komolafe | Elisabeth Taylor | Pooja Mohite | Mathew Carson | Hao Wu | Abu Zaid Khan |
| Laura van Overbeek | Ibitomilayo Komolafe | Elisabeth Taylor | Jebin Joseph | Mathew Carson | Hao Wu | Abu Zaid Khan |
| Cameron Michael Irons | Ibitomilayo Komolafe | Elisabeth Taylor | Pooja Mohite | Mathew Carson | Hao Wu | Abu Zaid Khan |
| Ossama | Ibitomilayo Komolafe | Elisabeth Taylor | Pooja Mohite | Mathew Carson | Hao Wu | Abu Zaid Khan |
| Jingze Liu | Ibitomilayo Komolafe | Elisabeth Taylor | Jebin Joseph | Mathew Carson | Hao Wu | Abu Zaid Khan |

**Voting – Co-option**

**Voting – SRC Governance**

|  |  |  |
| --- | --- | --- |
| Full Name | Role in SRC | Bye-Law 2 Amendments  |
| Dominic Lee | SoM President | Yes |
| Dimitris Vidakis | DUSA President | Yes |
| Laura van Overbeek | VPC | Yes |
| Adam Brady | Sports Union President | Yes |
| Eamonn Custance | General Representative | Yes |
| Hannah Comrie | School of Humanities President | Yes |
| Jia Hui Gan (Gigi) | Dental School President | Yes |
| Simone Bairstow | President for the School of Health Sciences | Yes |
| Ossama Morjani | President of the School of Business | Yes |
| Elisabeth Taylor  | LGBTQ+ Representative  | Abstain |
| Aroob Manzoor | women's representative | Yes |
| Maitane Sandonís Pérez | Environment and Sustainability Representative | Yes |
| Mathew Carson | Learning and Teaching Representative | Abstain |
| Ilakkiya Ezhilmaran  | Taught postgraduate representative  | Yes |
| Jingze Liu | International student representative | Yes |
| Roshini Lobo | Mature student representative | Abstain |