**St. George’s Students’ Union**

Meeting of Senate

Minutes of the 4th Senate meeting

*14/01/2014*

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# Business

## Present

|  |  |  |
| --- | --- | --- |
| Mohamed Amer | MA | President |
| Yan Leung | YL | VP Education and Welfare |
| Andrew Salmon | AS | T-Year MBBS Stream B Representative |
| Neelkrishna Patel | NP | 1st Year Medicine MBBS5 Representative |
| Ruth Varney | RV | 1st Year BSc Biomed Representative |
| Chloe Martyn | CM | 1st Year BSc Biomed Representative |
| Jenny Day | JD | 1st Year Medicine MBBS4 Representative |
| John Gondwe | JG | 2nd Year HCS BSc Representative |
| Jessica Guo | JG | 2nd Year HCS BSc Representative |
| Sonia Uddin | SU | 1st Year HCS BSc Representative |
| James Elliott | JE | 1st Year HCS BSc Representative |
| Robin Dru | RD | 1st Year Medicine MBBS4 Representative |
| Chris Davies | CD | 3rd Year BSc Biomed Representative |
| Tom Kirk | TK | 3rd Year BSc Biomed Representative |
| David William | DW | F Year MBBS Representative |
| Will Twiggs | WT | F Year MBBS Representative |
| Ena Ankutse | EA | Physiotherapy MSc 1 Representative |
| Michelle Ford | MF | Physiotherapy BSc Year 1 Representative |
| Gareth Hutson | GH | Physicians Associates BSc Year 1 Representative |
| Steve Hirwa | SH | Intercelated BSc Representative |
| Canan Ozcan | CO | Physiotherapy MSc 2 Representative |
| Rupinder Panesar | RP | F Year MBBS Representative |
|  |  |  |

## In attendance

## Apologies

Sonia Uddin

Noreen N’guru

Steve Hirwa

Nabila Bassam

Martin Gannon

Edmund Grouse

Harriet Limmer

Nathan Eager

## Minutes from the previous meeting

PASSED

## Matters arising

## AOB

# Reports

## Top 4

* PASSED
* YL gave a verbal summary of her report.
* AS asked what was going into the drug and alcohol policy and who has been contacted regarding it. YL stated that it is currently going to the SRC and that it will go through the SU and that it will be sent out to the Student body.
* RC stated that it was quite ironic that cobras and spiders were occurring which caused a lot of noise. YL stated that there is a three strike noise, where if people are making excessive noise three times they will be banned.

## 1st year biomedical science reps

* PASSED
* RV gave a verbal summary of their report.
* YL stated that initially with the Royal Visit thw access vis the social learning space was meant to be open for disabled access but this did not occur on the day.

## 2nd year biomedical science reps

* No report and Officer not present

## 3rdyear biomedical science reps

* PASSED
* TK gave a verbal report

## BSc intercalated year reps

* PASSED but no officer present

## 1st year healthcare science reps

* No report received nor an officer present

## 2nd year healthcare science reps

* No report received nor an officer present

## 1st year physiotherapy reps

* No report received nor an officer present

## 2ndyear physiotherapy reps

* PASSED but no officer present

## 3rd Year Physiotherapy reps

* PASSED
* SD gave a verbal report
* RC asked how SD was signed up to the meeting of the Health Education South London Membership Council. SD stated that Matt Owen, last years President, signed him up as a year rep last year. SD stated he will be looking at how to carry this on for the future.
* YL asked how George’s fall under HESL, SD stated that it was responsible for commissioning health care degrees from the universities.
* RC stated that this seems like quite an influential group and that we could make better use of it.
* SD stated that as it was set up hastely it is quite adhoc this year.
* SD stated that he does not know how they work with Students’ Unions as they do not have a direct contact.
* YL stated that she is surprised she had not heard of this committee as she sits on all the educational meeting groups.
* FA stated that she believes that the group may be contacting the courses directly instead of going through the SU.
* SD stated that HESL are aware that they need to improve the dialogue they have with student bodies.

## Physiotherapy Msc reps

* PASSED

## FdSc Paramedic science 1st year

* *No Report, Officers not present*

## FdSc Paramedic science 2nd year

* *No Report, Officers not present*

## PgDip Physician Assistant 1st year

* PASSED
* FA gave a verbal summary of their report.
* FA ststed that they ar looking at standardizing marking of their assignments.

## PgDip Physician Assistant 2nd year

* *No Report, Officers not present*

## MBBS4 Year 1

* PASSED
* JD stated that they have had a few issues with lecturers failing to turn up, they have had meeting with Nitesh.
* JD stated that they have their next batch of exams coming up and that they are busy setting up revision sessions.

## MBBS5 Year 1

* PASSED

## MBBS5 Year 2

* PASSED

## MBBS T year- Stream A

* AS stated that placement has gone well, but there have been queries regarding sharps practise.
* AS also stated that there were some lecturers that have not turned p.
* AS stated that it would be useful if someone in registry would inform the students about a lecturer not showing up.
* YL stated that she had a meeting this morning and discussed cancelled lectures and how to contact students regarding them.

## MBBS T year – Stream B

* PASSED
* MC asked if they got any subsedisation for the halfway dinner. YL stated that the SU will not be subsedising but in the worst case scenario the excess cost will be covered by the SU.
* MC was wondering if it would be possible to have mock OSCEs
* MC also stated that students have been unhappy about DOPs having been lost.
* SD stated that the SPSs liscence had lapsed and that the printer in the Grosvenour 2nd floor has not been repired. .

## MBBS5 Transfer T Year

## MBBS P year

* PASSED

## MBBS F Year

# Ben Harris Student Engagement

BH is currently working with the SEEG group. They will be looking at experience and engagement within St. Georges.

A student experience surveys have been done, they aim to address the fact that they are too frequent and that the results are not made know to the student bdy. Therefore they will be doing focus groups.

St Georges award: it is a way for individuals who are part of extra-curricular to become recognise and make individuals

It has been made know that the student body would like clearer emails so that the student body understands what is needed.

They hope to create a clearere dialogue between the student body and the university therby making the experience at Georges more positive.

SD stated that BH is here for a few months working with SH and Jo Brown who heads up the SEEG group. SD stated that BH has been a very useful asset and they have decided to request a member on SEEG who will continue that work.

SD also welcomed members of Senate to attend the Student assessment group.

SD stated that they have been speaking about the Year Rep role and looking at getting more support for the Year reps.

SD also stated bthat they are thinking of other ways to engage with students.

SD stated that there is a Student Charter that needs to be renewed this year. She stated that this would be re-written come april and she encouraged senate to contact the SU if they are interested.

SD stated that the current student charter is on Portal but there has been a issue with students not using Portal. Therefore they are currently talking to IT about having a more student friendly skin where it will act as a ‘hub’ of iformation so that it will like ot the many different sites that are necessary and will help navigate around the websites.

SD asked senate to contact MA and YL or SD and BH if they are interested in participating.

RS asked how it would be possible for individuals to get involved in the focus groups. SD stated that this has unfortunately passed but there will be more focus groups in the years to come. SD stated that this an internal survery that will go out, that would cover what was in the focus groups and NSS .

TK asked what the student charter and the student partnership agreement was.

SD stated that it was a document that outlines the commitments the students and the university undertake.

# Base room access

YL stated that there is not much to update, she stated that she has contacted Sophie Bowen who will get a list of the base room and times when the rooms will be open. YL also stated that she is looking for something that will roll over every year.

# Library refurbishment

YL stated that the design signoff need to occur very quickly, she also stated that MA and YL will be looking at furniture.

MC stated that if there is noise in the music room, the quite area in the unrefurbshed area is vmuch quieter than the silent area.

RV stated that lots of students would like 24 hr access and that the unrefurbished area is currenty viewed as group study area anyway.

YL asked senate to clarify if they are happy with a group study space that can also be used as individual space. She stated that furnitureis very mportant as this will enable groups to be more flexible.

MC asked if noise can transfer from the group study space to the silet area. YL stated that the training room in the foyer will be moved to the area between

Quiet group study

RS asked if the plugs will be changed as the current plugs move when they are being plugged in. YL ststed that she will take this forward.

TK stated that there is current opppostion withint the 3rd year biomed group as they believe that they currently have enough group space but they are worried about capacity and losing individual spaces. He also stated that there is no demand that he know of coming from the biomeds regarding group study spaces.

YL stated tha they are moving the wall in the computer room backwards, therefore capacity will still increase.

YL also stated that even though there are baserooms access is only open closer to exam time and baseroom access is not possible during the day time.

CD stated that the requests for group space is coming from the the lirary survey.

YL asked what the student body would like.

JD stated that the group study spaces are being used by small groups, therefore there is demand for smaller group spaces. JD asked if it would be possible to build this in as it would be very useful for students.

YL asked if it it would be sufficient to have tables and a whiteboard that allow for student to work as a variable sized groups?

JD stated that it would not be nice for the whole group to have their teaching exposed to the whole library.

GH stated that the main concern is regarding how the group study space is going to be managed. GH stated that it would be good to have clarification on how this space is to be used.

CD stated that it was a flexble space that can also be used as individual study.

TK stated that the biomeds don’t understand where the demand for the group study space is coming from.

CD stated that if it s flexible study space, it is something that should be communicated to the students.

GH stated that the base room access is not 24 hr access and that if the space is being refurbished it should be a flexible space that will allow group and individual study.

RS asked if a blue print will be released.

YL asked for clarification on if the student body would like a flexible learning space. RC stated that this seems like a good idea.

MC stated that it being a flexible study area is very good as it will make more people happy.

RS stated that there is a demand for group study that should be fulfilled.

AS asked what the security issues regarding the baseroom access was.

YL stated that there is currently not enough security to manage the area and that there are a lack of CCTV cameras in certain areas.

# Moodle

YL stated that they were currently doing a moodle upgrade and that they will be changing the homepage. YL asked if there was anything communicational that the cohorts would like to know. CD stated that for the biology of cancer module the lectures on the website are disorganised and some individuals are having difficulty accessing the lectures.

RC stated that the lack of general awareness of the institutional structure is an issue and that a page on moodle explaining this would be very useful.

RS stated that moodle is currently working very well and that the cohort is happy with it.

JD stated that moodle seems like a maze where nothing is consistent and it very un-systematic and not very user friendly.

GH stated that they agreed with this as it currently very difficult to use.

RC stated that if you contact the members on Moodle they are very friendly and recpetive.

MC stated that last year she spoke to individuals who do moodle and she found it very helpful as they created specific userfaces for them. MC recommended that JD contact them.

YL asked what communication messages would senate like e.g. cancellation messages etc.

FA asked if they are considering combining email, portal and moodle.

RC stated that this would not be very helpful

RS stated that elcture cancellations would be very useful on the website.

MC also stated that notications for events in calendar such as senate can be used here.

# Student Centre drop off box

YL asked if a drop off box for students who are unable to make it to the student centre to hand in documents would be a good idea?

JD stated that this would be useful.

SD stated that the Physios have a drop off box.

GH stated that it would good have particular boxes for courses so that the student center is not inundated.

YL stated that she had nt spoken to student cetre about this idea.

Senate stated that they are happy with this.

# Recruitment

YL stated that Joe Qualington emailed senate regarding students talking about their courses. Senate stated that this email has not be received.

# Handovers

YL stated that she is very strict about handovers, she stated that if a written handover is not done by the end of the year she will not sign off their year rep certificate.

YL stated that in constitution it says that a verbal and a written handover needs to be submitted.

YL stated that in the written handover they will have handover details on institutional upates and course specific updates.

CD stated that people would not be around to have a verbal handover as people would not be around post exams.

YL stated that final years would not be around for a verbal reports but a written reports is needed.

# Summer Ball

YL asked if anyone would like to be part of the summer ball committee.

RS stated that he is happy to be part of it.

YL asked individuals to email her if they would like to involved.

# *AOB*

## SU Awards

MA explained SU awards and encouraged senate to spread the word and encourage studets to nominate.

CD asked how amny times they could nominate.

ARM stated that they could nominate any amount of nominees.

## Computer Rooms

MC stated that there are quiet a few computers in the computer room that have been broken and unuseable.

RS stated that their practicals have been disrupted due the unavailability of computers.

MA stated that he has asked the library about the fixing the computers. Library stated that they currently do not have the money to currently fix all the computers at once so they are getting fixed one-by-one slowly.

MC stated that there are a lot of computers on the 5th floor that have no mice, which automatically make sthem broken.

AS asked if the staples in the printers can be replaced.