**St. George’s Students’ Union**

Meeting of Senate

Minutes of the 2nd Senate meeting

*13/11/12*

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# Business

## Present

Daniel Trotman Chair DT

Lauren Wellburn VP Education and Welfare LW

Katie Jones General Secretary KJ

Mathew Owen President MO

Bernard Ho MBBS5 F year rep BH

David Williams MBBS5 P year rep DW

Will Twiggs MBBS4 P yea rep WT

Laura Bayliss Healthcare Sci. 2nd year rep LB

Pam Rungen Physio 3rd year rep PR

Stuart Deaton Physio 2nd year rep SD

Asho Oommen Intercalated BSc rep AO

Adeoba Okekunle Intercalated BSc rep AO

William Fleming-Nouri Biomed 3rd year rep AO

Nick Yu Biomed 3rd year rep NY

Haider Manzar Biomed 3rd year rep HM

Sharad Sinna Biomed 3rd year rep SS

## In attendance

Sara Doherty SD

Andy Kent AK

***1.3 Apologies***

Ryan Coper

Ami Halford

Sophie Mcevoy

Geraldine Lynch

## Minutes from the previous meeting

* Rameeta Bhamra to be changed from 3rd year physio rep to 3rd year biomedical science rep
* Amend minutes to include those that have been missed out, MO, LW, KJ.
* Change PMU to MDU.

## Minutes arising

* ACTION POINT – Final year reps to meet to discuss graduation ball - ONGOING

## AOB

* Sponsorship of events – WT

# Reports

## Top 4

* PASSED

## 1st year biomedical science reps

*NOT ELECTED YET*

## 2nd year biomedical science reps

*NO REPORT RECEIVED*

## 3rd year biomedical science reps

* BH asked how the final year photo was going and they replied that they hadn’t had a reply from the student centre yet. BH asked that the final year MBBS5 reps be kept updated also so that they could have the same opportunity.
* PASSED

## BSc intercalated year reps

* PASSED

## 1st year healthcare science reps

*NOT ELECTED*

## 2nd year healthcare science reps

* MO said that o 1st years had put themselves forward for the year rep role and wished to talk to LB about this later.
* PASSED

## 1st year physiotherapy reps

*NOT ELECTED*

## 2nd year physiotherapy reps

* PASSED

## 3rd Year Physiotherapy reps

* PASSED

## FdSc Paramedic science 1st year

*NOT ELECTED*

##  FdSc Paramedic science 2nd year

*NO REPORT RECEIVED*

## PgDip Physician Assistant 1st year

*NOT ELECTED*

## PgDip Physician Assistant 2nd year

## MBBS4 Year 1

*NOT ELECTED*

##  MBBS5 Year 1

*NOT ELECTED*

## MBBS4 Year 2

*NO REPORT RECEIVED*

## MBBS5 Year 2

*NOT ELECTED*

## MBBS4 T year

* PASSED

## MBBS5 T year

* PASSED

## MBBS P year

* DW added about the fact that they hadn’t been allocated tutors for a reflective piece that was due in very soon. LW said that she would chase this up with registry.
* BH asked that the upload onto moodle be available for T, P and F years, DW replied that it would be.
* PASSED

***2.22 MBBS F Year***

* BH added that their manifesto was ‘we’ve done it once we’ll do it again’.
* PASSED

# *The Student voice @ SGUL*

* SD gave a brief presentation about the avenues of communication between the university and the year reps. She also talked about internal surveys and also about the NSS 2012. The need for feedback was emphasised and she spoke about the importance of the feedback as both a regulatory feature and also to emphasise St George’s as a institution.
* AK also added to the presentation, making note of QUAKE and also mentioning about the University Council. He spoke about the need for text messaging over emails.
* BH asked about who would moderate the texts and AK replied they were looking at what would need texts and what wouldn’t, SD added that Kingston University had this in place and St George’s could learn from this. BH also raised issues about reception in Lecture theatre G and LW replied that this was being looked at in the long term.
* WT also mentioned that often there was no contact between lecturers and Registry and that though text messaging was a good idea but this was useless unless registry had contact with the lecturers. SD and AK agreed and said this was being pursued.
* AK also asked if there were other things that he could bring to the committee. BH commented that the feedback the final years medics had received was much appreciated.
* SD went on to talk bout the student experience survey and added that this was internal and would appreciate any feedback on student experience. She then talked about the launch of NSS 2013 and talked about the involvement of the staff and the final year reps. She talked through the prizes and emphasised about how they needed input from the students about how they wanted things to change and how the university and students communicated, and to make the communication between the university and students as open and clear as possible.
* WT asked SD about the phone calls they would receive from the NSS 2013 and mentioned that some students may be against this. SD asked if there was an opt out option and AK said that they weren’t sure but they would find out, however they do have to hand out student data as it is required of them by the government.
* WT also mentioned the need for a centred place talking about the assessments and placement info as it was quite confusing. LW said there was a document that was being developed by registry and this would come out soon.
* AK said that himself and Professor Kopelman would like to meet with the students more and they had held an event before and it was poorly attended and asked if this sort of event would be worth doing again.
1. ***Availability of SDL room equipment***
* LW explained that charp practice had been banned unless supervised from last year however it had been a while and she was looking into revoking this and having a better system in place.
* AO asked about using beds on the 5th floor for general use between physios etc. MO said this had been a problem and one SD had been campaigning for this. ACTION POINT – MO to look into this.
* BH asked about timetabling the SDL room when exams came around. WT said that it was a pain that this had to be done every year; LW replied that it was the minority at fault but sorting out a timetable would help monitor the situation. ACTION POINT – LW to liaise with the MBBS reps to make a timetable.
1. ***Wi-Fi Access***
* MO said this was being improved all round the university and that it was a point of interest with the faculty and Professor Kopelman.
1. ***Year rep feedback and Pilot Scheme***
* MO said he’d recently attended a conference and that a main problem had been the university not communicating what they have done to solve issues. He had met with Kingston’s Sabbatical team and they had suggested the use of postcard type feedback that could be filled in at a lecture and the year reps could then take them to committees and help give feedback. LW also handed out a pro forma form on feedback that the year reps could use to gather information and present it to the committees/ the students. Mo aksed then if this would be useful and if it needed editing.
* BH said that he liked the postcard idea, however when people were on placements it was quite hard to cross different trusts. LW said she had thought about this and wanted to put them into handbooks made for placements and in the student centre where they would have to give in paperwork. MO added that this didn’t have to be the only way they gathered feedback.
* LW said with the pro forma that it would help to increase the accountability of the year reps to the students and that it would help to keep them up to date and would ensure that there would be an archive for the year reps to chase up certain action points.
* SD added that he thought they were good ideas but in the pro forma he thought it would be good if there was a section for the final solution of a problem. LW said that this could be brought up in matters arising in a meeting. SD said that the resolution may be some time down the line, LW replied that changes could be made. MO said however he could understand that there could be a time difference between the resolution and bringing up an issue. SD gave an example of this and LW replied that this would be more about them keeping notes for themselves to take to meetings not as an official document.
* ACTION POINT – LW to send out the pro forma to year reps for editing.
1. ***Email Regulations***
* BH bought up that an email had been sent recently to all students about a book sale by a T year student.
* MO replied that he had talked about this email with the student centre, and that the person that had sent this would be reminded of policy.
* ACTION POINT – MO to chase up email policy and regulations.
* BH also asked the opinion on Senate of emailing society events etc to their year group. The general consensus said that this would be unfair and that there were other ways that
1. ***AOB***
	1. ***Sponsorship***
* WT asked about the spending of money from sponsors on events and that students who did not go to this event would feel aggrieved that the money had been spend on that event. LW said she would check this with the constitution and faculty.
1. ***Date of Next Meeting***

11th December 2012

* LW added a reminder about disability awareness week and encouraged everyone to join, and also asked that year reps encourage their year to come.
* BH also warned everyone about emailing an attachment with emails and how it was better to not send an attachment.
* MO reminded everyone of a cheese and wine night with registry on the 27th of November.