**Thursday 9th November 2021**

**Zoom**

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Agenda

**1. Welcome and Introduction**

**2. Minutes of the Previous Meeting**

**3. Trustee Board Update**

**4. Full-Time Officer Reports**

a. President Report

b. Vice-President Education Report

c. Vice-President Student Opportunities Report

d. Vice-President Welfare and Community Report

**5. Lapsing Policies Review**

a. Should SUBU lobby the university to ban smoking and vaping on campus other than in designated sheltered smoking areas?

b. Should SUBU increase funding and improve the application process

c. Should SUBU lobby BU to ensure that the length of teaching days and sessions are time appropriate with consultation from students?

d. Should SUBU lobby BU to ensure that it becomes compulsory for academic staff to provide learning materials in advance of teaching sessions?

e. Should SUBU press Bournemouth University to have a link from Brightspace to SUBU under the ‘Useful link’ – ‘log-in services’?

**6. Student Ideas**

a. Should SUBU lobby the university to ban smoking and vaping on campus other than in designated smoking areas?

**Verbal**

[**Pages 3-9**](#minutes)

[**Page 10**](#trustee)

[**Pages 11-34**](#ftos)

[Pages 11-15](#pres)

[Pages 16-21](#vped)

[Pages 22-25](#vpso)

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[**Pages 35-39**](#lapseall)

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[Page 38](#lapsematerials)

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[**Pages 40-49**](#ideas)

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b. Should SUBU lobby BU to ensure that the length of teaching days and sessions are time appropriate, with consultation from students?

c. Inclusive Campus: Mask, Toilets and Facilities

d. Rename the Students with Disabilities Officer and Campaign to the Disabilities, Accessibility and Neuro-Diverse Officer and Campaign

e. SUBU to stand in solidarity with the UCU’s ‘Four Fights’, but to not support industrial action that would lead to more disruption for our members

**7. Co-option of SUBU Summit Chair and Faculty of Health and Social Sciences Officer and Rep**

**8. AOB**

a. Next Meeting to be held on the 14th of December 6:00-8:30pm on Zoom

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[Pages 44-46](#inclusive)

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**Verbal**

2. Minutes of the Previous Meeting

**Wednesday 24th March 2021**

**Zoom**

**Members**

Upwards of 86 members present, including:

75 Student Reps (87% of voting participants)

Alexandra Cazacu (AC)- Chair

Naomie Lebe (NL) - SU President

Ugo Andy-Eke (UAE) - VP Student Opportunities

Toluwa Atilade (TA) - VP Welfare and Community

Becky Lemming (BL) – Student Rep

Joshua Whiteman (JW) - Student Rep

Sophie Pegler (SP) – Student Rep

Dylan Lintern-Mole (DLM) - student

**In attendance**

Charlotte Morris-Davis (Secretary/Democracy and Campaigns Manager)

Emily Cox (Liberation and Campaigns Coordinator)

Mata Durkin (Democracy and Campaigns Coordinator)

Emma Davies (Student Opportunities Manager)

Roshana Wickremasinghe (Policy Advisor)

Jane de Vekey (Head of Student Voice and Policy)

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# Welcome and Introduction

## The Chair welcomed the SUBU Summit participants and deemed the meeting quorate

## The Chair introduced the agenda and set out the operational points and the procedures to be followed during the meeting. This included that the results of all votes would be announced via email following the meeting to ensure that only votes cast by voting members were counted and not during the meeting itself.

## Minutes of Previous SUBU Summit

## The Chair invited members to read over the minutes which had previously been circulated and a vote was taken

# Approve: 65

# Reject: 1

# Abstain: 11

## **Minutes Approved**

# Trustee Board Update

# Presented by NL

# Key points noted:

# Trustees and Senior Management have been preparing the final Audited Accounts for year ending July 2020, and will be presented to the Student Members’ Meeting in May 2021.

# The financial sustainability of SUBU continues to be a prime focus for the Trustees – a Trustee sub-group are meeting monthly to oversee the Unions’ commercial activity and planned recovery in line with government’s roadmap.

# 

# Full-Time Officer Reports

# President’s Report

# NL presented

# Key points noted:

## Manifesto: Lobbying BU to subsidise graduation fees based on household income

## Yet to resume due to focus on virtual graduations.

## Will start up soon once virtual graduations have taken place.

## Manifesto: Improving communication channels between the Students’ Union and all BU students

## Meetings with UET have been more productive and structured than usual, and there’s an increased understand

## Emails with Jim Andrews are yet to being due to time constraints with elections

## Manifesto: Ensure that our students’ union is fit for purpose for and is futureproofed for years to come

## Currently carrying out our financial audit for the year

## Still planning the return to campus, and ensuring this is a safe process for staff and students

## Manifesto: Working with the University and Union to improve the international students Hub

## FTO team have been working very closely on this, and have been looking into what is being done in other student unions for international students

## Policy: Should SUBU support Executive Planning

## Still working closely with FTOs to support students during COVID.

## Currently focusing on mature students’ support

## Policy: Should SUBU prioritise information and action around the UN Sustainable Development Goals up to 2030?

## Attended the CECAP panel at BU to represent the student voice for sustainability.

* Policy: Should SUBU lobby the government to secure tuition fee rebates?
  + Currently developing a webpage to allow student to engage with the lobbying process. Will include resources such as templates to send letters to MPs.
  + Will be representing BU students at the NUS National Conference where fee refunds will be debated. Will be supporting this motion.

# Vice President Education Report

# CMD presented on behalf of CB

# Key points noted:

## Manifesto: Improving the accessibility of SimOn and make sure Student Reps are equipped to fulfil their duties

## Still having meetings with Deputy Vice-Chancellor

## Manifesto: Making the ALS screening progress more accessible and affordable-

## Delayed due to COVID

## Manifesto: Introducing a safety pledge mandating staff to correctly acknowledge students preferred names and pronouns

## Safety pledge is complete, and is available on the SUBU website

## Still looking at having phonetic spelling of names on Brightspace

## Manifesto: Reinstate the Education Council

## Running a student forum for international students in Feb

## Manifesto: Working with BU to tackle seasonal depression-

## Planning to create an information page around mental health and ways to cope

# Vice-President Student Opportunities Report

# UAE presented

# Key points noted:

## Manifesto: Implementing a hardship scheme to eliminate financial barriers to accessing clubs and societies

## Fund is live, and we have received our first application

## Manifesto: Wellbeing champions for clubs and societies

## Offering 15-20 spaces for committee members to have Mental Health First Aid training

## Providing support to international students to help support post-study employability

## Student Opportunities team are working with CareersBU on Careers week.

# Vice-President Welfare and Community Report

# TA presented

# Key points noted:

## Manifesto: Reworking the Liberation Campaigns to make them more visible and effective-

## Halted meetings with Liberation Groups due to election, but will be bringing this back soon

## Working with the Women’s Officer on the FGM policy

## Manifesto: Working with Reslife to tackle mental health crises within student accommodations-

## Working along with ResLife as a communication channel for students

## Manifesto: Working with VP Student Opportunities to provide more wellbeing support for clubs and societies-

## Completed, as mental health training now available for committee members

## Manifesto: Creating a review platform where students can rate agents and landlords-

## Due to the pandemic, will not be working on this further as focus is currently on supporting students during COVID

* Policy: Should SUBU support student sex workers?
  + Working Manchester, Nottingham and Leicester Sus on this policy
* Remit: Allyship Hub
  + Estimated to launch end of April-mid May.
  + Mock-ups have been designed and sent to Communications
  + Added this project to the Race Equality Charter as a part of BU’s submission

## The Chair invited the participants to speak further with the Full-Time Officer in different discussion groups.

# Student Ideas

# The Chair introduced the ideas up for discussion and invited the SUBU Summit participants to self-select discussion groups.

# The groups were invited to amend some, none or all of each proposal.

# The Chair advised participants they could swap discussion groups half-way through.

# Policy Discussions:

# Ensuring Contact Hours outside of lectures and teaching time are met

# Amend the 6C Policy to allow unit leaders more control over their unit assessments

# Extend the deadline for BU’s Accommodation Support Fund

# Increasing the reassessment limit for students across all years

# Discussion Group Amendments:

## *Ensuring Contact Hours outside of lectures and teaching time are met*

# Problem 3 to include – “Biochemistry also sits within other courses across different years, predominantly second and third year.”

# Solution 4 added – “A minimum number of compulsory lectures to be set per unit to be carried out throughout the year.”

# Ideas for implementation 2 to include – “, and have these relayed to students at the beginning of each new term.”

# Ideas for implementation 3 added – ‘Confirm a specific time during every week for students to be able to informally drop-in with their lecturers across all units.”

# *Amend the 6C Policy to allow unit leaders more control over their unit assessments*

# 1b to include – “This is classed as ‘best practice’ across the sector.”

# 1g added – “Course leaders often don’t meet coursework result/ feedback deadlines however students must submit bang on time. It is seen as unfair on the students to receive late feedback. Within the policy it states that communication must come 48 hours prior if the deadline is not met by the course leader.”

* 2a to include - “The policy contains the word ‘normally’ when referring to the word count which does provide some flexibility. To reflect the differences in course disciplines, changes should be made to the policy to be less ridged. Courses differ greatly and have different assessment needs. Eg Nursing and Computing.”

# 2b to include ‘Currently, changes are made the next academic year however changes could be implemented within the same academic year with a specific cut off date.”

# 2f added – “More rigorous penalties for late feedback from course leaders.”

* 3c added – “Ensure that any conversations had with Academic Quality reference that BU are operating this policy as ‘best practice’ however there are students that would like to go above and beyond.”
* 3d added – “Reps can look into issues with late feedback from course leaders.

# *Extend the deadline for BU’s Accommodation Support Fund*

* 1e added – “The governments financial support package had to be used by the end of March. However, some students will still be unable to access their accommodation after this time and as such the fund must be extended.”
* 1f added – “Not all students feel that the distribution of the fund has been transparent.”

# 2d added – “For transparency to be increased.”

# 3b to include – “This information should be clear and on the homepage relevant websites and on social media.”

* + 1. Increasing the reassessment limit for students across all years
* 1b - to include “There is some flexibility around this for exceptional circumstances and for students who choose to ‘carry credit’.”
* 2d added – “Students at all levels should be should be academically supported throughout the ongoing pandemic and beyond.”
* 3b added – “SUBU to raise this issue with NUS or other relevant bodies such as the QAA.”

# Speeches and Vote:

# Ensuring Contact Hours outside of lectures and teaching time are met

# Speech for: DLM

# Had been told that course would only have 10 contact hours a week, when other courses have 40.

# Unit leads should be available for 40 hours a week, unless external circumstances prevent them.

# Speech Against: BL

* Unsure if it is 40 hours. Believe teaching time is only 20 hours.

# Call to vote

# For: 44

# Against: 10

# Abstain: 12

# **Passes**

## Amend the 6C Policy to allow unit leaders more control over their unit assessment

# Speech for: JW

# 6C policy governs how assessments have to be created, conducted and assessed, and is an all-encompassing policy, regardless of degree.

# Issues are that it encompasses all degrees, and doesn’t allow flexibility with the difference in subjects.

# There should be more guidance for unit leaders to increase word counts where applicable.

# Speech against: None

# Call to vote

# For: 57

# Against: 2

# Abstain: 6

# **Passes**

## Extend the deadline for BU’s Accommodation Support Fund

# Speech for: SP

# There has been a lack of transparency over information.

# Not all students had heard back from accommodation providers.

# Looking to amend the language used to ensure it’s not confusing or contradictory.

# Speech Against: None

# Call to vote

# For: 57

# Against: 2

# Abstain: 6

# **Passes**

* 1. Increasing the reassessment limit for students across all years
     1. Speech for: NL

- Not any changes made to the reassessments policy.

- There is some flexibility for this for students with exceptional circumstances

- This year has been hard on many students, and currently Level 5 and 6 students will have to repeat the year if they fail 40 credits or more.

- Students should receive the same reassessment level across all years, and should be able to resit assessments if they fail up to 60 credits.

* + 1. Speech Against: None
    2. Call to vote  
       - For: 58  
       - Against: 3  
       - Abstain: 3
    3. **Passes**

# Any Other Business:

# The Chair asked if there was any other business

# The Chair thanked everyone for attending this meeting and previous meetings, and stated that the results of the vote would be emailed to all participants within the next 24 hours once all votes had been validated.

3. Trustee Board Update

Trustee Board have approved the staffing and operating budget for SUBU for 2021/22 and this has also been approved by the University.

The Trustee Board continue to monitor the financial situation carefully due to the ongoing uncertainty from the pandemic. Trustees and senior SUBU staff meet monthly to monitor the commercial services income in particular and the associated impact on the wider charity.

The Trustee Board opened recruitment over the summer for several Student Trustee positions. Three students have been successful and have been appointed to the Board.

3. Full-Time Officers Report

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| **Officer Report** | | |
| Name | | Naomie Lebe |
| Role | | President |
| Email | | supresident@bournemouth.ac.uk |
| As the student President my role is to act as the principal student representative, by being the primary point of contact and the voice for students internally and externally. I co-ordinate and ensure the effective operation of the Officer team. Ultimately responsible for the leadership and direction of the Union through the role as chair of the Trustee Board To be the key liaison with the University and Vice Chancellor on overarching and general matters. It is expected of me to attend meetings such as Senate, Estates Development Committee and a range of other meetings. | | |
| **Manifesto Updates** | | |
| **Secure COVID safe (in-person) events and graduations can happen again and making sure they are accessible and affordable.** | | |
| Context | The aim for this manifesto is for students to be in a place which allows them to engage, network, and create memories and celebrate in a safe atmosphere. | |
| Progress and Outcomes | Within this semester I have focused this manifesto on the safety element, and I aim to work on the financial side for the remainder of my term.     Progress:    * We have supported BU to hold a safe in person graduation for the 2020 -2021 Cohort, and we were given the opportunity to speak at these events.     - We have held BHM event face to face. * We had an in-person freshers fair, and this was one of the highest attendances we have had yet. * We aim to continue to deliver these, but we will also follow the government safety guidelines. | |
| **Ensure a full and quality-led student experience throughout your time at BU.** | | |
| Context | This manifesto is to allow students to feel like they belong within a community externally and internally. | |
| Progress and Outcomes | * I'm creating a radio and YouTube segment for students to create advice for themselves, based on what they've learned along the way whilst at BU. The aim is to send this to new students before they arrive, and to play it via Nerve radio station so that current students can find out how to deal with similar issues.      * I'm currently speaking to BU staff on how we can welcome our international students in a way that allows them to be guide physically around the local community. This will help them adapt to their new way of life quite quickly.      * I'm exploring a joint project with BU on how we can connect our students with businesses and organisations in the local area to improve graduate employability and prospects. | |
| **Obtain targeted financial and academic support is provided for all students.** | | |
| Context | Enable students to find out about existing academic, wellbeing and financial support. | |
| Progress and Outcomes | * I have created a physical 'one-stop shop' booklet that shows students the different services and support available on campus (academic, welfare, finance).      * Next steps are monitoring how effective this visual information is for BU students, and we aim to see how we can work more closely with BU departments such as AskBU      * Also aim to build closer relationships with specific student groups by going out and speaking to students face-to-face | |

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| **Build a Post COVID strategy for a strong, transparent and sustainable SU.** | |
| Context | SUBU has worked to develop its new strategic plan with staff and students over the last 18 months - It was informed by the structure of BU's 2025 plan. Our aim is to support, represent and empower our students and make their vision a reality. Our vision is to be an excellent SU that helps you create the best experience for yourselves, your community, and your future. Our aims are to help students to realise their potential, belong to a community and make their voice heard. |
| Progress and Outcomes | - We are currently reaching out to BCP Council to see how we can integrate BU students with the local community. |
| **Policy Updates** | |
| **Should SUBU lobby the government to secure tuition fee rebates?** | |
| Policy Actions | * For SUBU to publicly state that students deserve partial refunds/a loan amnesty/a freeze on interest rates. * For SUBU to write to local MPs and lobby the UK government on this matter. * For SUBU to work with other students' unions and the NUS to demand an increased national bailout of £700m, as recommended by the APPG for students (All Party Parliamentary Group) and NUS. * For SUBU to lobby the university to call for national student refunds to be paid for by the UK government. |
| Progress and Outcome | * We are continuing to raise issues at a senior level with BU and with our local MP. Whilst we secured additional funding from the government, we maintain that this was not nearly enough and a higher amount needs to be offered to universities to support widespread rebates. We have also developed a webpage containing resources and information on how you can take action and support our lobbying process. Our NUS delegates also attended National Conference at the start of April, collaborating with other SUs on how to continue effectively lobbying for tuition refunds. SUBU supported the Students United Against Fees Digital Day of Action by lobbying the Government to offer refunds to students. * Work has been done around the Costing Your Future campaign, in conjunction with other student unions, to raise awareness amongst students to the proposed changes to the way student loans will be paid back. |
| **Should SUBU support executive planning? (Joint with all FTO’s)** | |
| Policy Actions | * Departments need to work together more coherently around sabbatical manifestos and instead of working to one, each department should be trying to consider all the manifestos of those elected * To ensure all departments have all the sabbatical officers’ manifestos incorporated into their departmental plans * All sabbaticals must work together after their election on a joint priority campaign document to guide all departments, setting out a coherent plan for policy, ironing out any inconsistencies across manifestos and setting out a clear work agenda for staff and students |
| Progress and Outcomes | * SUBU has created a new strategic plan, which includes a department team action plan. Includes aligning manifestos of current officers, more robust structure to ensure departments are working towards new SUBU direction and supporting officer progress |

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| **Should SUBU create an official SUBU Discord Hub? (Joint with VP SO)** | |
| Policy Actions | * To get a vanity URL for SUBU on discord e.g. discord.gg/SUBU. – The recognition of SUBU would allow this to happen. Currently students cannot search solely for Bournemouth University or SUBU * To create an official SUBU Discord Hub, or recognise the existing unofficial SUBU Discord Hub which has already brought together over 200 students or start from scratch and build the Discord from the ground up with SUBU. * Enable students to be able to communicate with others within their faculty or those attending events by establishing relevant ‘tags’ which would be displayed on students' profiles. * Promote Clubs and Societies by creating a thread, enabling them to link to their own discord servers which in turn would increase social interaction. * To promote the SUBU Discord Server via other SUBU social media channels. * To establish relevant student ‘helpers’ and ‘moderators’ to ensure that spam is limited. * SUBU can use the server to run their own events and discussions * Individual servers for smaller groups of people e.g. per course * Set of rules issued by SUBU so students know the code of conduct on using the server. However, these may not fit with Discord’s community standards or for a club or society. For example, anyone can join the server for a particular course even if they aren’t on that course. |
| Progress and Outcomes | The implantation of the official discord server sits with the responsibility of the SUBU comms team who completed an impact assessment of the involvement in a SUBU server. There are a number of potential risks that were highlighted which will need mitigating to provide a platform safe to use for all students. The impact assessment was reviewed by the SUBU senior management team.  It was decided that SUBU would continue to support the student in developing the unofficial SUBU discord server that is already in place. An official one where SUBU has limited time constraints on staff already, plus the additional risks involved in moderation and censorship it provides, even if those are minimal, is not something we can fully commit to right now. This also provides students the ultimate flexibility in having a community led server. |
| **Should SUBU prioritise information and action around the UN Sustainable Development Goals up to 2030? (Joint with all FTO’s)** | |
| Policy Actions | * SUBU to conduct a review and conversation around how it’s activities, structures, societies, and stakeholders, can help deliver SDGs meaningfully * SUBU should prioritise information and action around the UN Sustainable Development Goals up to 2030 |
| Progress and Outcomes | We have included the SDGs in our volunteering hub and every role is matched to an SDG  We are currently looking into doing the same with al SUBU events list on the SUBU whats on page.  We are currently running our Sustainability Challenge which allows students to create a sustainable idea to help make BU more environmentally sustainable. |

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| **Officer Report** | | |
| Name | | Chiko Bwalya |
| Role | | VP Education |
| Email | | suvpeducation@bournemouth.ac.uk |
| I’m here to help make sure your academic experience is worthwhile and you’re getting what you need from the university. This includes attending BU meetings, working with student voice and the reps to deal with student feedback. | | |
| **Manifesto Updates** | | |
| **Lobby the university to provide extra support and safeguarding for healthcare students both during study and placement.** | | |
| Context | The university and the NHS Trusts that we are in partnership with need to support students more with placement allocation, workload and cost transparency. | |
| Progress and Outcomes | * Supporting a student group with next steps, explored options for placement to not require students to pay for their own employment insurance. Based on practices across the sector and stipends that students receive at sites with insurance covered, BU would need to reduce stipend in order to cover this. * Making sure placement experience overall is what students are expecting. Working with students and faculty staff to ensure placements are safe and productive spaces for all students. * Speaking to students about their placement experience, legacy comments from previous students will be tracked with wider issues being addressed by the SU | |
| **Work with BU to ensure that students are equipped with the practical skills they need to excel in their future careers (practical work, use of software, creating of portfolios).** | | |
| Context | During the lockdowns, many students expressed the issue they were facing when trying to complete integral parts of their degree from home. I’ve previously raised the issues of accessibility and digital poverty to our university executive team. Some of the issues faced were experienced my many students prior to the pandemic | |
| Progress and Outcomes | * Looking through end of year SimOn reports for these issues as well as SimOn feedback as they come in. * Tracking the changes in unit specification during FASEC to ensure courses are still inline with their national accreditation | |
| **Continue to create and maintain support groups for students in minority groups (parents, carers, international, part time etc)** | | |
| Context | Giving space for students in marginalised groups to discuss their issues, their experience at BU and give them an opportunity to meet students in similar circumstances | |
| Progress and Outcomes | * Reinstated parent zone in freshers fair. * Worked with D&C, Lansdowne team and EDI in BU to create student communities, which you can now self define on the subu website. The communities are parents, carers, international and mature. * D&C ran successful meet and greets during the freshers period | |

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| **Work with BU to ensure that academic quality is maintained both online and in-person.** | |
| Context | With the online experience last year being delivered as a “figure it out as you go along system”, I want to ensure that the return to teaching this year is observed by SUBU. Doing this includes, scheduling regular faculty officer/rep meetings to review meeting minutes, as well as student feedback in forums |
| Progress and Outcomes | * Monthly meetings with the academic quality team. * Tracking SimOn for student opinions on assessments and feedback, course content, delivery and learning resources. Making use of the functions in the rep systems- faculty forums |
| **Maintain the work of the #SAYMYNAME safety pledge campaign, mandating all staff to correctly acknowledge and pronounce students’ preferred names and pronouns.** | |
| Context | The intention for this is to make sure that students aren’t only by their student numbers and are identified as people. As well as this, bring the university up to speed about the respect that comes along with proper pronunciation of a name and preferred use of pronouns. |
| Progress and Outcomes | * The pledge is live on the subu website with guidance, (can add pronouns, and phonetic spelling to website) * You can now add your phonetic spelling and your pronouns to your Brightspace profile. Accessible for all students to staff to see |
| **Policy Updates** | |
| **Should SUBU lobby to eliminate printing costs?** | |
| Policy Actions | * The Union should research the costs of printing during a student’s time at Bournemouth University. * The Union should lobby the University to ensure that efforts are made to make sure that work can be completed digitally and without the need for printing. Thus, benefitting students and the environment. * The Union should lobby the university to ensure that where students are required to print material as compulsory part of their course, this cost should be subsidised by the university. This should be done through either eliminating printing charges, or by providing a printing stipend for every student. The Union should look into options for providing free printing to students as part of their facilities. |
| Progress and Outcome | * Development on second point well underway. * Work was paused due to campus absence, will be picked back up this term |
| **Should SUBU lobby BU to ensure that the length of teaching days and sessions are time appropriate, with consultation from students?** | |
| Policy Actions | * SUBU should lobby BU to ensure that the length of teaching days and sessions are time appropriate, with consultation from students * SUBU should lobby BU to provide 5 minute breaks |
| Progress and Outcomes | * Lecture times adjusted (start 5 minutes late, finish 5 minutes early) * Discussion about this will be happening during this meeting. There will be a recommendation to lapse and potentially create a new policy within the same area |
| **Should SUBU lobby BU to create a SUBU page or tab on Brightspace?** | |
| Policy Actions | * SUBU should collaborate with BU to develop a Brightspace webpage * BU would allow SUBU to manage this webpage to allow updates to be made frequently |
| Progress and Outcomes | We worked previously with the Brightspace team to add a link to the SUBU website. We will revisit this when we further comms support. |
| **Should SUBU lobby BU to change MUSE to allow mid and end of unit feedback?** | |
| Policy Actions | * SUBU should lobby BU to change how unit feedback is gathered, making it mandatory for staff to collect and act on end of unit feedback |
| Progress and Outcomes | University already in progress with this. Units have options between muse and fuse |
| **Should SUBU lobby BU to increase the reassessment limit for students across all years?** | |
| Policy Actions | * SUBU to lobby BU for changes to the resubmission policy * SUBU to raise this issue with NUS or other relevant bodies such as the QAA |
| Progress and Outcomes | * Limits were increased due to covid. However, we are back to standard practice. |
| **Should SUBU lobby BU to amend the 6C policy to allow unit leaders more control over their unit assessment?** | |
| Policy Actions | * FTOs to lobby BU to amend 6C by increasing flexibility around the assessment process * SUBU to support reps to gather feedback specifically on assessments * Ensure that any conversations had with Academic Quality reference that BU are operating this policy as ‘best practice’ however there are students that would like to go above and beyond * Reps can look into issues with late feedback from course leaders |
| Progress and Outcomes | * Roundtable with students involved in policy creation. * I have spoked to the faculty deputy dean. It’s too early for an official policy review * Staff have always had flexibility with the policy. Clarification of this may be needed during staff training |
| **Should SUBU lobby BU to ensure that all contact hours outside of lectures and teaching are met?** | |
| Policy Actions | * Lobby BU to make sure all departments have shared how they will be making up for lost contact time throughout the year * Lobbying for an increase in drop-in sessions and office hours throughout the year to make up for lost contact time, and have these relayed to students at the beginning of each new term * Confirm a specific time during every week for students to be able to informally drop-in with their lecturers across all units |
| Progress and Outcomes | * A roundtable discussion for this is due to happen * No policy found was found however this may be independent practice per department. * We will be tracking the issue on SimOn |
| **Should SUBU lobby BU to add past exam papers to Brightspace under relevant units?** | |
| Policy Actions | * For the VP Education to take this feedback to the University. * For lecturers and seminar leaders to promote the past papers resource, or provide reasonable explanation as to why it may not be accessible. * For academic societies to promote the past papers resource. * For all programmes to engage with this via Reps and Programme Leaders. |
| Progress and Outcomes | * Library services make this available, * BU intend to move away from the previous exam structure but uploading relevant papers is an academic staff decision. Most papers are available on Brightspace but may not be uploaded in the same space |
| **Should SUBU lobby for early access to reading lists?** | |
| Policy Actions | * For reading lists to be emailed to students and uploaded to Brightspace during the summer. * For reading lists to be effectively communicated with PAL leaders at the start of the academic year, to enable them to provide appropriate information. * To include chapter references in reading lists. |
| Progress and Outcomes | * Meeting with library services last term and deputy vice chancellor. The issue will be made a priority |
| **Should SUBU lobby BU to improve online timetables?** | |
| Policy Actions | * To continue working with BU on resolving timetabling issues. * To enable students to access lectures within their department that they have an interest in attending, by including them on students timetables. * To lobby BU to provide webinars or short videos on how to access timetables. * For Seminar Leads to give an approximate time to how long the prework/sml would take. * Notification to students if there are changes to timetable. * Be able to add voluntary classes onto BU timetable. * Match BU Timetable to Zoom timetable for individual lectures for ease. Zoom ID instead of class location as a potential solution. |
| Progress and Outcomes | * DUIT meeting update: students can embed personal timetable with university one, SITS issue so access was down for everyone |

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| **Should SUBU lobby BU to ensure that it becomes compulsory for academic staff to provide learning materials in advance of teaching sessions?** | |
| Policy Actions | * SUBU should lobby BU to ensure that it becomes compulsory for academic staff to provide learning materials in at least 48 hours advance of teaching sessions |
| Progress and Outcomes | Being put forward as policy in summit |
| **Should SUBU press Bournemouth University to have a link from Brightspace to SUBU under the ‘Useful link’- ‘log-in services’?** | |
| Policy Actions | * SUBU should press Bournemouth University to have a link from Brightspace to SUBU under the ‘Useful link’- ‘log-in services’ |
| Progress and Outcomes | Policy is complete |
| **Should SUBU support executive planning? (Joint with all FTO’s)** | |
| Policy Actions | * Departments need to work together more coherently around sabbatical manifestos and instead of working to one, each department should be trying to consider all the manifestos of those elected * To ensure all departments have all the sabbatical officers’ manifestos incorporated into their departmental plans * All sabbaticals must work together after their election on a joint priority campaign document to guide all departments, setting out a coherent plan for policy, ironing out any inconsistencies across manifestos and setting out a clear work agenda for staff and students |
| Progress and Outcomes | * SUBU has created a new strategic plan, which includes a department team action plan. Includes aligning manifestos of current officers, more robust structure to ensure departments are working towards new SUBU direction and supporting officer progress |
| **Should SUBU prioritise information and action around the UN Sustainable Development Goals up to 2030? (Joint with all FTO’s)** | |
| Policy Actions | * SUBU to conduct a review and conversation around how it’s activities, structures, societies, and stakeholders, can help deliver SDGs meaningfully * SUBU should prioritise information and action around the UN Sustainable Development Goals up to 2030 |
| Progress and Outcomes | We have included the SDGs in our volunteering hub and every role is matched to an SDG  We are currently looking into doing the same with al SUBU events list on the SUBU whats on page.  We are currently running our Sustainability Challenge which allows students to create a sustainable idea to help make BU more environmentally sustainable. |

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| **Officer Report** | | |
| Name | | Omuwa Ayomoto |
| Role | | VP Student Opportunities |
| Email | | suvpopportunities@bournemouth.ac.uk |
| My role focuses on motivating students to have an amazing experience outside of their academic achievements. This presents an opening to network with various industry experts, as well as motivates students to perform activities outside of their comfort zone. I also sit on meetings with staff at the university to help ensure that students are represented in these meetings. Also, I work to help enable wider participation of all students to ensure SUBU helps every class of student feel as welcomed as possible. | | |
| **Manifesto Updates** | | |
| **Advanced placement guidance** | | |
| Context | Facilitating the development of relevant job fairs by encouraging Bournemouth University to advance their pre-existing relationship with companies for potential graduates. However, in terms of testimonies given most job fairs set up had employers who weren’t hiring. Therefore, working closely with BU to evaluate the relevance of these professional organisations. | |
| Progress and Outcomes | **November 2021**  The BU focus on your future event took place between 11th October and 22nd October 2021 and included an online jobs fair. However, this event had been organised whilst I was still very new to my role and therefore I could not have a large influence on the organisation of this. However, as part of the Student Opportunities Team I took part in creating a presentation that focused on students gaining extra-curricular activities. It is hoped that a further jobs fair will be ran in Term 2 where I would like to support BU Careers in hosting this and pushing for it to be ran face to face and include many hiring organisations.    Additional to the Focus on Your Future event, I hosted my own event – “Mind your Business” as part of Black History Month. This event promoted entrepreneurial development and business growth to promote business longevity and I engaged students with a business panel on 18th October 2021. | |
| **Facilitating activities that promote networking amongst students** | | |
| Context | One major issue BU students have faced this year is an active outdoor life. Furthermore, to implement this policy I will be working with SportBU to foster activities that will be used to develop relationship between pairs from various backgrounds as well as working with the Student Opportunities department to develop additional activities for students to network. | |
| Progress and Outcomes | **November 2021**  One of the elements I am looking at is the transport links between Talbot and Lansdowne Campus and Chapel Gate in order to help students use the sporting facilities. I have started to speak to students such as clubs and societies committee members on the need for the transport link and will be developing a survey to find out more about their opinions.    I had worked alongside Tolu and the Student Opportunities Team to create an outdoor event with Beryl Bikes- The Beryl Bike Scavenger Hunt. However, this saw low engagement so we will be re-running this event in the Spring term. This event will allow students to get outside and do some physical activities whilst also meeting new students. | |
| **Bournemouth University Support for Paid Part-Time Work** | | |
| Context | This is limited to care or construction work or an un-paid internship. I want to work with Bournemouth University to provide jobs within the campus for students to aid sustainability | |
| Progress and Outcomes | **November 2021**  I will be creating a list of small businesses around BU/ Lansdowne and would like to create job opportunities for students and create a physical fair so that students can come and speak to these organisations to enhance the paid part-time job opportunities that are available for BU students. | |

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| **Policy Updates** | |
| **Should SUBU increase funding and improve the application process for societies?** | |
| Policy Actions | * SUBU should consult students when arranging the new funding structure |
| Progress and Outcome | **November 2021**  I attended my first awarding committee meeting this month and reviewed the clubs funding applications. The process was seamless and easy for cubs and societies to follow. We however noticed that lots of clubs were not reading the guidance document to help them fill in the form so have suggested that committee members attend some funding workshops to help them understand the process better and in turn hopefully receive more funding. |
| **Should SUBU provide additional support for students in light of Brexit?** | |
| Policy Actions | * SUBU to lobby the university to provide support for students in light of Brexit such as offering extensive support with Visa applications and reaching out to other universities across Europe to form partnerships. |
| Progress and Outcomes | **November 2021**  There has been no progress on this policy. I will continue to look into the actions of my predecessor such as the scope for a Brexit support page on the BU or SUBU website and an international student survey to support this policy implementation. |
| **Should SUBU create an official SUBU Discord Hub?** | |
| Policy Actions | * For SUBU to establish an official SUBU Discord Hub. * For SUBU to create an online version of the SUBU building on Discord with different threads allowing students to find out information. * For SUBU to use Discord to provide an informal and friendly social space which doesn’t have set start and end times meaning students can chat whenever they want. |
| Progress and Outcomes | **November 2021**  The implantation of the official discord sever sits with the responsibility of the SUBU comms team who completed an impact assessment of the involvement in a SUBU server. There are a number of potential risks that were highlighted which will need mitigating to provide a platform safe to use for all students. The impact assessment was reviewed by the SUBU senior management team.  It was decided that SUBU would continue to support the student in developing the unofficial SUBU discord server that is already in place. An official one where SUBU has limited time constraints on staff already, plus the additional risks involved in moderation and censorship it provides, even if those are minimal, is not something we can fully commit to right now. This also provides students the ultimate flexibility in having a community led server. |

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| **Should SUBU support executive planning? (Joint with all FTO’s)** | |
| Policy Actions | * Departments need to work together more coherently around sabbatical manifestos and instead of working to one, each department should be trying to consider all the manifestos of those elected * To ensure all departments have all the sabbatical officers’ manifestos incorporated into their departmental plans * All sabbaticals must work together after their election on a joint priority campaign document to guide all departments, setting out a coherent plan for policy, ironing out any inconsistencies across manifestos and setting out a clear work agenda for staff and students |
| Progress and Outcomes | **November 21**   * SUBU has created a new strategic plan, which includes a department team action plan. Includes aligning manifestos of current officers, more robust structure to ensure departments are working towards new SUBU direction and supporting officer progress |
| **Should SUBU prioritise information and action around the UN Sustainable Development Goals up to 2030? (Joint with all FTO’s)** | |
| Policy Actions | * SUBU to conduct a review and conversation around how it’s activities, structures, societies, and stakeholders, can help deliver SDGs meaningfully * SUBU should prioritise information and action around the UN Sustainable Development Goals up to 2030 |
| Progress and Outcomes | **November 21**  We have included the SDGs in our volunteering hub and every role is matched to an SDG  We are currently looking into doing the same with al SUBU events list on the SUBU whats on page.  We are currently running our Sustainability Challenge which allows students to create a sustainable idea to help make BU more environmentally sustainable. |
| **Remit Updates** | |
| **Clubs and Societies funding** | |
| Context | I am working with the Student Opportunities team as part of the Clubs and Societies awarding committee where I take part in reviewing the funding that clubs apply for. I have an insight into the funding that clubs use and am here to support students in clubs and societies to join them and to take part in activities, also ensuring that the clubs are using their funds in the correct ways to benefit their members. |
| Progress and Outcomes | **November 21**   * Attended awarding committee meeting * Noticed some clubs aren’t suitable for remote students- e.g student in Yeovil who applied for hardship fund. |
| **Sustainability Workshops** | |
| Context | I would like to increase students knowledge around sustainability and to ensure students are aware of sustainable characteristics of organisations when they apply for jobs. |
| Progress and Outcomes | No updates on this yet. |

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| **Officer Report** | | |
| Name | | Toluwa Atilade |
| Role | | VP Welfare & Community |
| Email | | suvpwelfarecommunity@bournemouth.ac.uk |
| As the Vice President of Welfare & Community my role includes fulfilling my manifesto points, representing students of Bournemouth University in all spaces and encouraging BU to cultivate a community that empowers everyone regardless of their race, gender, age, ethnicity and sexuality. Within this role I lobby BU on to make change on a range of different topics such as keeping our campus sustainable, advocate for better mental health services etc.    My remit focuses on a plethora of different subjects including post-lockdown support for student. I overlook the liberation campaigns to make sure our marginalised communities are accurately represented. I encourage active allyship between the different campaigns and throughout the university. I strive to work on a range of issues such as anti-bigotry campaigns, housing, mental health, climate change, combating sexual misconduct and many other things that are affecting students.    I sit on a number of committees, panels & boards; Anti-Racism, Equality & Diversity, Fitness to Practice, Athena SWAN, Biodiversity, BU & SUBU Sustainability Committees, Trustee Board. | | |
| **Manifesto Updates** | | |
| **Create campaigns and events championing allyship and support for marginalised groups.** | | |
| Context | In my first term as Vice President, I successfully launched the first ever SUBU Allyship Hub. From launching this new online resource centre, I wanted to introduce campaigns for both our student communities and the BU staff community for my second term. | |
| Progress and Outcomes | **Student Communities:**   * I have worked with our democracy and campaigns & Lansdowne teams to introduce our student communities. We currently have four groups (Carers, Mature, International & Parents) * We have hosted meet and greets for these different groups alongside the freshers’ programme to help induct them into the student community comfortably. * Currently in discussions with BU on how we can bring together BU & SUBU’s initiatives to support our marginalised groups   **Allyship:**   * Hosted an ‘Allyship Lunch & Learn’ with an external speaker to educate students on how to be an effective ally, how to identify microaggressions and what needs to be done to push the conversation forward. * Wrote a Wonkhe article titled ‘*Where are the black squares now?*’ to discuss how higher education institutions can be active allies and demonstrate real change. * Towards the end of my first term, I successfully introduced allyship training for SUBU staff from different departments. * I introduced my allyship initiatives and strategy to the Chair of the Board of Governors * Currently further developing my strategy to introduce to the Chief Operating Officer of Bournemouth University | |
| **Continue work on providing local and national accommodation support for students during the coronavirus pandemic.** | | |
| Context | During the lockdowns I witnessed many students being left financially challenged due to paying rent to housing that they couldn’t access. The government intervened and provided funding for students to access. I want to help provide more support that’ll aid students in instances where the government can’t intervene. | |
| Progress and Outcomes | **Meetings:**   * I sit on the BU Accommodation Manager’s Committee Board where I am updated on each of the halls of residence BU work with.   **External Support:**   * I am speaking to other student union’s across the country to develop strategies on how to improve accommodation support for students * Keeping an eye out for any OfS and government support pertaining to student housing. | |
| **Continue to work closely with the BU Wellbeing service to improve the quality and accessibility of service, and working with BU to implement post-lockdown wellbeing.** | | |
| Context | During the lockdowns students were reporting delays in accessing the BU Wellbeing service and throughout the lockdowns I worked closely with BU to make response times better. For my second term I want to be more present and assist the BU Wellbeing service to improve the quality of service. | |
| Progress and Outcomes | **SUBU Initiatives:**   * From a SUBU policy that was passed at a previous SUBU Summit I have been working with BU to pilot a peer support scheme. We have conducted interviews for students to volunteer as peer supporters.   **BU Policy:**   * I have been working with the relevant SUBU staff to review BU & AUB’s suicide prevention strategy. | |

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| **Work with BU and Dorset Police to combat rises in sexual assault/misconduct cases against students.** | | |
| Context | This manifesto come off the back of a rise in sexual harassment reports in halls and the Office for Students (OfS) list of recommendations for higher education institutions to adopt to combat sexual assault. | |
| Progress and Outcomes | **SUBU Policy:**   * Proposed a SUBU Summit policy titled ‘Should SUBU lobby to end sexual harassment, misconduct and violence on campus?’   **Campaigns:**   * Launched the #NeverOK campaign that focuses cultivating a students’ union that is actively against sexual assault, harassment and misconduct.   **SUBU Initiatives:**   * Implemented ‘Ask Angela’ in all SUBU venues. This includes the student centre, Dylan’s & The Old Fire Station. * Working with United Taxis to set up a scheme where if students cannot afford a taxi home after a night out, SUBU can subsidise the cost for the meantime until the student can pay.   **BU:**   * Worked closely with BU to provide feedback and amend their student disciplinary policy to make sure trauma-informed decisions were being made.   **External** **Support:**   * Recently had a meeting with members of the Dorset Police force and BU staff about developing a strategy and an action plan to tackle drink spiking and sexual violence. | |
| **Organise an open forum for international students to address international student enquiries amidst the coronavirus.** | | |
| Context | During the coronavirus pandemic I witnessed many international students needing additional support. I wanted to use my second term to work closely with the relevant departments/staff to further support International Students. | |
| Progress and Outcomes | **Student Communities:**   * I have worked with our democracy and campaigns & Lansdowne teams to introduce our student community networks. There is a community group for international students.   **BU:**   * I am working closely with the BU & AUB Reflection team to support the BU Global Café. | |
| **Policy Updates** | | |
| **Should SUBU lobby to improve inclusivity and accessibility arrangements for all students?** | | |
| Policy Actions | * SUBU to lobby BU to review their training for all staff on supporting students with a disability, both academically and pastorally * SUBU to lobby BU to audit all courses to identify best practice and areas for improvement * SUBU to lobby BU to review policies around Reasonable Adjustments * SUBU to lobby BU to ensure that all students, regardless of whether they have disclosed a disability/additional learning need, are contacted with a list of services and support options * SUBU to lobby BU to remove the need to provide medical evidence to access additional support * SUBU to lobby BU to end their discriminatory fitness to study procedure * SUBU to lobby BU Estates to ensure that accessibility arrangements are included in building design, including the addition of dropped curbs and providing spaces for students with allergies to study without risk * SUBU to lobby BU to pay disabled students to undertake an accessibility assessment of campus * SUBU and BU to improve the communication between relevant services by taking a multi-agency approach to student support, with student consent * SUBU and BU to ensure that captions/subtitles are included in all events and communication. Where auto captioning/subtitling is not possible, dedicated captioning support should be provided * SUBU to incorporate dedicated student voice activities, through paid focus groups, a regular accessibility forum and an anonymous online form * SUBU to make all clubs and societies inclusive, through mandatory accessibility training and dedicated funding for specialist equipment * SUBU to commit to ongoing campaign work around addressing ableism, disability justice, the social model of disability, invisible illnesses and endorsing/promoting DSA (Disabled Students’ Allowance) reform | |
| Progress and Outcome | I have met with the new Additional Learning Support Manager to discuss how we can better work together this year, including reviewing the reasonable adjustments policies. We have spoken to ALS about Reasonable Adjustments not automatically being applied. They have confirmed that this should not be happening. Should any students have to ask for reasonable adjustments they should report this to SUBU and the ALS team.    There is now a food free zone on the third floor of the Student Centre. Any student can use this room but students who need to use the room are prioritised.    For the first time Bournemouth University asked all students at the point of firming their offer to establish whether they need additional support. There was also lots of information about different disability and wellbeing support that went out to all students.    Bournemouth University have confirmed that they do share information between services where students are happy for them to do so.    There is a form on the SUBU Students’ with Disabilities Campaign where students can anonymously let SUBU and the Students with Disabilities Officer know what they would like the campaign to work on.    The Clubs and Societies training now includes information around accessibility and there is also funding available for specialise equipment a specific funding pot to ensure that societies are accessible to all.    Now that the new Disabilities Officer has been elected, I am looking forward to working with them to organise the first Accessibility Forum, undertake an assessment of campus, and launch our Disabilities History Month campaign. | |
| **Should SUBU implement a plastic policy?** | | |
| Policy Actions | * Work in partnership with NUS, BU, suppliers, and other stakeholders to meet policy objectives * Work with our supply chain to develop capability and capacity for recycled plastic products (not just recyclable products) * Work with students, staff and suppliers to encourage them to take practical steps to reduce the use of plastic and the production of plastic waste * SUBU should apply this policy across all aspects of its activities including commercial services, activities, visitors, freshers fair, campaigns, media | |
| Progress and Outcomes | Since this policy was initially passed SUBU has undertaken 100’s of events which champion sustainability from regular beach cleans, community litter picks, green day and green week. 2021 Green Day is taking place on the 10th of November.    SUBU has once again received  ‘excellent’ in our green impact submission and we continue to work with NUS SOS to ensure that SUBU is a sustainable organisation.    Stopped using plastic straws/cutlery in SUBU outlets    Significantly paired back excessive use of single use plastic in day to day activities    Using significantly less disposable plastic items in ‘giveaways’    Working closely with BU on sustainable initiatives such as the Sustainability Challenge. Students who won the last Sustainability Challenge created the Sustainable Student Starter Pack which teaches students how to properly recycle and where to shop sustainably such as refill shops | |
| **Should SUBU support student sex workers?** | | |
| Policy Actions | * The Union should create policy to support student sex workers through destigmatising sex work and making students aware of the safety measures that are in place. * This should include no threat of disciplinary action due to the nature of their work, and for clear guidance of repercussions against others distributing a student’s content without consent. | |
| Progress and Outcomes | I proposed this policy which introduced new and relevant ideas to replace a previous, unclear policy.    I worked with the SUBU Advice team to include an advice page on the SUBU website about sex workers. I am in contact with other student unions across the country to discuss how they successfully challenged sex work stigma and how they worked with their universities.    I have also met with the university to ensure that no disciplinary action will be taken against students engaged in sex work. It is also explicitly against the law to share sexually explicit material without the consent of the individual. | |
| **Should SUBU lobby to end sexual harassment, misconduct and violence on campus?** | | |
| Policy Actions | * For SUBU to launch ‘Ask Angela’ in all SUBU spaces ensuring staff are appropriately trained to handle disclosures. This should include bar staff within Dylan’s and The Old Fire Station * For SUBU to promote the #NeverOK campaign and run events and workshops around consent and sexual assault as a part of this campaign. * For SUBU to provide safety care package at freshers' fair * For SUBU to partner with local organisations to provide students with support accessible in their local area, including those not based in Bournemouth * For SUBU to lobby BU to work with SUBU and the student body to launch a review into their sexual misconduct and harassment policies by the summer, as recommended by the OfS. * For SUBU to send a Freedom of Information Request to Bournemouth University to understand the use of ‘Non-Disclosure Agreements’ at Bournemouth University * For SUBU to lobby BU to make the processes for disclosing sexual harassment, misconduct and violence more visible * For SUBU to lobby BU to employ dedicated staff members to support survivors of sexual violence to ensure that survivors have a consistent and specialised point of contact. * For SUBU to lobby BU to be transparent around instances of sexual harassment, misconduct and violence on campus by publishing case numbers and outcomes. * For SUBU to lobby BU to employ trauma informed decision-making practices into their complaints processes. * For SUBU to lobby BU to introduce workshops on consent and sexual violence that go beyond awareness raising and focus on bystander initiatives, reporting incidents, myth debunking, intersectionality and handling disclosures. | |
| Progress and Outcomes | Since this policy passed, I have worked closely with the university to review their policies and procedures around sexual violence. This has included reviewing the Student Disciplinary Policy to ensure that sexual misconduct and violence was appropriately tackled. I am now working with the HR team on developing and reviewing relevant policies around staff conduct and training.    We spoke to BU about employing a dedicated member of staff however, they recommended that students utilise the expert support provided in Bournemouth such as STARS and the Shores as well as the internal wellbeing services.    We believe that sexual misconduct and violence is never the survivor's fault and we have launched a campaign which challenges sexual violence and focuses on bystander initiatives, SUBU initiatives, Support in the community, How to Report and Myth Busting.  We provided personal safety packs including personal safety alarms at freshers fair and will be providing more shortly. We have launched Ask Angela in all SUBU venues included The Old Fire Station, Dylan’s and the Student Centre. We have launched a ‘Safe Taxi’ scheme where students can call united taxi’s and get home safety without immediately having to pay their fare where they have run out of money. We are also providing ‘spikeys’ for free at the SUBU reception.    We included information about sexual violence at the Presidents’ Association for Clubs and Societies Presidents. We are also working with STARS, a local charity who will be delivering workshops in December to student leaders, such as clubs and societies around bystander initiatives. We hope to roll out similar training more widely next year.    The Old Fire Station is working with Good Night Out who will be delivering training to staff to ensure that they are appropriately trained to tackle sexual misconduct.  We also supported the Girls Night In campaign and want to continue working with students to ensure that SUBU is doing all that it can to create an environment where sexual misconduct and violence is never ok. | |
| **Should SUBU implement a Female Genital Mutilation policy?** | | |
| Policy Actions | * To create a policy that centres its actions on supporting students who have gone through FGM. * This includes educating staff and peers on what FGM is, lasting effects and how to aid an FGM survivor. This policy will also work on de-stigmatising FGM. | |
| Progress and Outcomes | I worked very closely with the Womens’ & Students with Disabilities officers in my first term to create campaigns around FGM awareness and support. Shannon, the women’s officer hosted an educational FGM workshop that provided attendees with information and tools to support survivors of FGM. I worked closely with the BU student services team to help signpost students to support services. | |
| **Should SUBU lobby for increased wellbeing support?** | | |
| Policy actions | * To make students feel less isolated by providing an additional wellbeing support through a ‘befriending’ service. * To provide further opportunities for students to support their mental health. * To lobby for wellbeing information to be readily available for students from the beginning of their university journey. | |
| Progress and Outcomes | I have frequent wellbeing meetings with the Head of Student Wellbeing at BU & SUBU Advice where we evaluate student engagement with our services. I have also been working closely with BU to pilot a peer support scheme. We have conducted interviews for students to volunteer as peer supporters.    We are currently recruiting for more volunteers to join the scheme and hope to start training towards the end of November. We have consulted with students and external organisations to ensure that the training covers all necessary topics. We hope to roll out the scheme to all students at the start of the second term. | |
| **Should SUBU support accessible periods through the free supply of sanitary products and additional campaign work?** | | |
| Policy Actions | * To provide free period products for students to access whenever they need to * Union Shop to stock sustainable menstrual products (cups, reusable pads etc) * To create campaigns that destigmatise periods | |
| Progress and Outcomes | I created SUBU’s first ever ‘Environmenstrual Collective’. Through this group I have successfully installed two menstruation stations at both Lansdowne & Talbot campus. We provide free period products for students to access when in need. I am currently researching into more environmentally friendly alternatives to also stock at the menstruation stations. I work closely with the BU sustainability team to host workshops and engage students with my work.    Menstrual products are also sold at cost price in the SUBU Shop. | |
| **Should SUBU lobby the university to ban smoking and vaping on campus other than in designated sheltered smoking areas?** | | |
| Policy Actions | * SUBU should lobby the university to ban smoking and vaping on campus other than in designated sheltered smoking areas | |
| Progress and Outcomes | This policy passed shortly before COVID-19 and campus closure and therefore had not been prioritised. This policy is currently set to lapse but we recognise that this is still an ongoing issue for students. The Executive Committee is recommending that this policy be lapsed, instead a new proposal has been put forward to the SUBU Summit. This will allow a further discussion to take place where the needs of students currently can be presented, and suitable amendments made. | |
| **Should SUBU support executive planning? (Joint with all FTO’s)** | | |
| Policy Actions | | * Departments need to work together more coherently around sabbatical manifestos and instead of working to one, each department should be trying to consider all the manifestos of those elected * To ensure all departments have all the sabbatical officers’ manifestos incorporated into their departmental plans * All sabbaticals must work together after their election on a joint priority campaign document to guide all departments, setting out a coherent plan for policy, ironing out any inconsistencies across manifestos and setting out a clear work agenda for staff and students |
| Progress and Outcomes | | SUBU has created a new strategic plan, which includes a department team action plan. Includes aligning manifestos of current officers, more robust structure to ensure departments are working towards new SUBU direction and supporting officer progress |
| **Should SUBU prioritise information and action around the UN Sustainable Development Goals up to 2030? (Joint with all FTO’s** | | |
| Policy Actions | | * SUBU to conduct a review and conversation around how it’s activities, structures, societies, and stakeholders, can help deliver SDGs meaningfully * SUBU should prioritise information and action around the UN Sustainable Development Goals up to 2030 |
| Progress and Outcomes | | We have included the SDGs in our volunteering hub and every role is matched to an SDG  We are currently looking into doing the same with al SUBU events list on the SUBU what's on page.  We are currently running our Sustainability Challenge which allows students to create a sustainable idea to help make BU more environmentally sustainable.  We have also launched a regular sustainability meeting within SUBU to ensure that all departments are acting sustainably. |

4. Lapsing Policies Review

The following policies are currently set to lapse. The Executive Committee, which is made up of the Union’s Full-Time and Part-Time Officers have made recommendations as to whether the policies should be retained for a further two academic years or whether they should be lapsed. The SUBU Summit shall take a vote on whether to uphold the Executive Committees recommendation.

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| **Proposed by** | Christopher McGonigle |
| **Proposal** | **Should SUBU lobby the university to ban smoking and vaping on campus other than in designated sheltered smoking areas?** |
| **Problem** | * Smoking causes health issues for both the person smoking and for others around them through second hand smoke * Whilst smoking is not allowed within 5 metres of all our university buildings, it is allowed on other places of the campus * Signs are also not always adhered to by students and staff |
| **Solution** | * SUBU should lobby the university to ban smoking and vaping on campus other than in designated sheltered smoking areas |
| **Ideas for implementation** | * VP Welfare to take ownership and provide an update at the next BSM |
| **To be implemented by** | VP Welfare |
| **Executive Committee Recommendation** | Lapse |
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| **Proposed by** | Abigail Hartland |
| **Proposal** | **Should SUBU increase funding and improve the application process for societies?** |
| **Problem** | * Funding requests have been denied on the basis that training for 3rd year students does not benefit the university * This training could benefit students beyond university, improving employability |
| **Solution** | * SUBU should consult students when arranging the new funding structure |
| **Ideas for implementation** | VP Activities to take ownership and provide updates at the next BSM |
| **To be implemented by** | VP Activities |
| **Executive Committee Recommendation** | Lapse |

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| **Proposed by** | Ann-Marie Kankam |
| **Proposal** | **Should SUBU lobby BU to ensure that the length of teaching days and sessions are time appropriate, with consultation from students?** |
| **Problem** | * Currently some students have teaching days which can run from 9am-7pm * This is both challenging for students and the teaching staff * Further to this, some sessions can be 2-3 hours long without breaks which are difficult to concentrate in |
| **Solution** | * SUBU should lobby BU to ensure that the length of teaching days and sessions are time appropriate, with consultation from students * SUBU should lobby BU to provide 5 minute breaks |
| **Ideas for implementation** | * VP Education to take ownership and provides an update at the next BSM |
| **To be implemented by** | VP Education |
| **Executive Committee Recommendation** | Lapse |

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| **Proposed by** | Jodi Nwasike |
| **Proposal** | **Should SUBU lobby BU to ensure that it becomes compulsory for academic staff to provide learning materials in advance of teaching sessions?** |
| **Problem** | * Not all academic staff are providing teaching materials in advance of teaching sessions * For some students, having access to teaching materials in advance is critical in providing them with equity of learning opportunity in relation to Additional Learning Requirements (ALN) and reasonable adjustments * Providing teaching materials in advance is also important for students who do not have ALN requirements; it supports pre-reading and allows for reflection and thinking ahead regarding questions to ask, potentially making the teaching session more useful overall. |
| **Solution** | * SUBU should lobby BU to ensure that it becomes compulsory for academic staff to provide learning materials in at least 48 hours advance of teaching sessions |
| **Ideas for implementation** | * VP Education to take ownership and deliver updates at the next BSM |
| **To be implemented by** | VP Education |
| **Executive Committee Recommendation** | Retain |

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| **Proposed by** | Louise Facer |
| **Proposal** | **Should SUBU press Bournemouth University to have a link from Brightspace to SUBU under the ‘Useful link’-‘log-in services’?** |
| **Problem** | * Currently on Brightspace, you have to open a completely new page to access SUBU * A new page might increase awareness and lead to more student involvement within SUBU |
| **Solution** | * SUBU should press Bournemouth University to have a link from Brightspace to SUBU under the ‘Useful link’- ‘log-in services’ |
| **Ideas for implementation** | * VP Education should take ownership and provide an update at the next BSM |
| **To be implemented by** | VP Education |
| **Executive Committee Recommendation** | Lapse |

5. Student Ideas

The following ideas have been submitted by current students. The SUBU Summit participants shall be invited to discuss these ideas in groups. The groups shall be able to make any amendments they wish to the ideas. Following the group discussions, a nominee from the group will be invited to speak for the motion. There will then be an invitation for someone to speak against the motion. Following these speeches a final vote of all members is required in order for the ideas to be passed as policy.

The following ideas have been submitted:

1. Should SUBU lobby the university to ban smoking and vaping on campus other than in designated smoking areas?

2. Should SUBU lobby BU to ensure that the length of teaching days and sessions are time appropriate, with consultation from students?

3. Inclusive Campus: Mask, Toilets and Facilities

4. Rename the Students with Disabilities Officer and Campaign to the Disabilities, Accessibility and Neuro-Diverse Officer and Campaign

5. SUBU to stand in solidarity with the UCU’s ‘Four Fights’, but to not support industrial action that would lead to more disruption for our members

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| **Proposed by** | Toluwa Atilade |
| **Proposal** | Should SUBU lobby the university to ban smoking and vaping on campus other than in designated sheltered smoking areas? |
| **Problem** | * Smoking causes health issues for both the person smoking and for others around them through second hand smoke. * Whilst smoking is not allowed within 5 metres of all our university buildings, it is allowed on other places of campus. * The signs highlighting that smoking is not allowed within 5 metres of university buildings are also not always adhered to by students and staff, leading to many people gathering around sheltered areas close to buildings to smoke in bad weather. Students and staff will then have to walk past them, which is a particular problem for those with respiratory conditions such as asthma. * There are currently no designated smoking areas on campus. |
| **Solution** | * Create designated smoking areas on campus. * Ban smoking and vaping on campus outside of designated smoking areas. * Ensure that the signage around smoking is more visible and is adhered to. |
| **Ideas for implementation** | * For SUBU to lobby BU to create suitable and sheltered smoking areas around campus. * For SUBU to lobby BU to ban smoking and vaping on campus other than in designated sheltered smoking areas. * For SUBU to lobby BU in improve signage around the smoking rules |
| **To be implemented by** | VP Welfare and Community |

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| **Proposed by** | Chiko Bwalya |
| **Proposal** | Should SUBU lobby BU to ensure that the length of teaching days and sessions are time appropriate, with consultation from students? |
| **Problem** | * Some teaching days can be long, with few breaks in between teaching sessions (for e.g. lasting from 9am-7pm). The requirement for continuous concentration and engagement related to this can present accessibility challenges for some students with disabilities. * Single teaching sessions that last for 2-3 hours and do not have breaks within them also present concentration and engagement challenges for some students. * Teaching days that continue beyond 5pm can present attendance challenges for students with caring responsibilities and part time work that is essential for them to help fund their degrees. Students may be penalised for not attending lectures due to, for e.g. childcare issues. * Teaching days that end later can also present safety issues for students when travelling back home later and in the dark. This can be especially the case where students are not living in areas heavily populated by other students (e.g. halls). |
| **Solution** | * SUBU should lobby BU to ensure the potential concentration and engagement issues with long continuous teaching days are addressed by the use of appropriate breaks throughout these days. This might currently be addressed through lectures starting and finishing 5 minutes early, so SUBU should track any changes to this guidance for academic staff as it may only apply during the current Pandemic situation. * SUBU should lobby BU to ensure that all longer teaching sessions (those of 2-3 hours) include appropriate breaks within them for students. * SUBU should lobby BU to ensure there is flexibility for students who have challenges in attending teaching beyond 5pm that are due to caring responsibilities or essential part-time work, and that these students are not penalised or disadvantaged for not being able to attend. Flexibility for students could include being provided with a lecture recording or having the option to attend online. This would be in addition to being provided with the lecture slides and resources in advance. * SUBU should work with BU to better promote local transport links to students * SUBU should work with BU to review the safety of the wider Bournemouth community for students not living in areas heavily populated by other students (e.g.halls) |
| **Ideas for implementation** | * SU VP Education to identify current guidance provided to academic staff relating to relevant breaks in long teaching sessions and the approach for students who find it challenging to attend lectures after 5pm for childcare and part-time work reasons. * SU VP Education and SU VP Welfare and Community to discuss changes required to this guidance with SUBU’s relevant Liberation Campaigns, Student Communities and to track issues coming through SUBU’s online Rep feedback tool (SimOn) * SU VP Education to prepare a report on the outcomes of the above points to share with BU’s Academic Standards and Education Committee * SU VP Welfare and Community to work with BU on promoting local transport links to students and to review the safety of the wider Bournemouth community for students. |
| **To be implemented by** | * SU VP Education and SU VP Welfare and Community |

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| **Proposed by** | Loui Erikson, Leon Cambray, Paige Norton-Edwards, Caitlyn Bembridge |
| **Proposal** | Inclusive Campus: Masks, Toilets and Facilities |
| **Problem** | * Disabled students and those otherwise exempt are frequently asked to wear masks on campus. * Often people demand confidential medical information such as the nature of their disability as proof of exemption. * Even if not directly challenged, individuals feel ostracised for not being able to wear masks. People glance at them or treat them differently at the shops, on the bus, in halls, and now in university where they are supposed to be treated equally. * All students are aware of the university's policies on wearing face coverings and need not be constantly reminded. * Starting with the Student Centre, all new buildings within BU are fitted with gender-neutral toilets. However, older buildings may not have these facilities. Trans, non-binary and other gender non-conforming students currently have less options and have to travel much further in order to access a safe bathroom than their cisgender peers. * The disabled toilets aren’t inclusive enough and don’t represent or accommodate the spectrum of disabilities. * Students with neurodivergence have no safe place to go to on campus to calm down or relax in times of overwhelming situations. Neurodivergent students also expend more energy to be able to access university, go to, and interact with lectures, and need a safe space during the day to regain this energy to be well enough and focused enough to do well in these lectures. * The stools in the labs are not inclusive for disabled people as it is not supportive and can induce pain because of this. * Stools without backs also are not supportive for the general student population, and 3-4 hour labs without any support can be tiring and painful. |
| **Solution** | * For inequalities on campus to be addressed * SUBU to fight the targeting of students with hidden disabilities who cannot wear face masks. * For staff and students to be tolerant and respectful of those who cannot wear masks instead of making them feel uncomfortable and different. * Increase the quantity of gender-neutral bathrooms so students do not need to leave their current building to find one * To change the signage on disabled toilets to reduce stigma * To increase the calming measures within the disabled toilets * To replace stools with backed chairs for the comfort, health and physical support of all students who use the lab. * Creation of a sensory space on campus |
| **Ideas for implementation** | * The immediate removal or amendment of "No Mask, No Entry" signs from the campus as these signs discriminate against individuals who are not able to wear face masks. If the signs are to remain there should be a clear and explicit message that this does not apply to those who are exempt. * SUBU to provide Hidden Disability lanyards for those in need * Ensure that there is at least one gender neutral toilet on the ground floor of each building to ensure that there is somewhere for queer students to access without having to leave the building. * As a temporary measure ensure that all disabled toilets are clearly marked as gender neutral and accessible. * Add an additional sunflower logo to represent hidden disabilities or SUBU campaign logo on signage across campus, thus reducing stigma when accessing facilities. * Change the colour in the toilets for calming measures rather than harsh white walls and lights which can be overwhelming for neurodivergent individuals. As well as adding a photo wall for calming measures for neurodivergent individuals. * Provide a sensory space on campus with dim lights, bean bags, sensory items. For example, sensory walls/bubble lamps, no noise or noise-cancelling headphones, nap/sleeping pods, weighted blankets to be inclusive to students who need this. |
| **To be implemented by** | SU VP Welfare and Community |

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| **Proposed by** | Caitlyn Bembridge |
| **Proposal** | Rename the Students with Disabilities Officer and Campaign to the Disablities, Accessibility and Neuro-Diverse Officer and Campaign |
| **Problem** | * The name for the Students with Disabilities Officer is not fully reflective of the students it represents * Students are unaware that the Students with Disabilities Officer also represents those with access needs and who have access needs and are neuro-diverse |
| **Solution** | * Change the name of the Disabled Students’ Officer to Disabilities, Accessibility and Neuro-Diverse Officer * Change the name of the Disabled Students’ Campaign to Disabilities, Accessibility and Neuro-Diverse Campaign * Amend the following references in the Bye-Laws to reflect these changes * Bye-Law 2, Clause 8.1.a.iii * Bye-Law 9, Clause 3.2.c * Bye-Law 9, Clause 3.2.c.i * Bye-Law 9, Clause 3.2.c.ii * The proposed Bye-Laws can be viewed in the appendix * Change the logo to a more inclusive design |
| **Ideas for implementation** | * None required |
| **To be implemented by** | SU VP Welfare and Community |

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| **Proposed by** | Chiko Bwalya |
| **Proposal** | SUBU to stand in solidarity with the UCU’s ‘Four Fights’, but to not support industrial action that would lead to more disruption for our members |
| **Problem** | * The University and College Union (UCU) has launched national ballots at 152 universities across the UK in relation to the USS pension scheme and pay and conditions. * Bournemouth University UCU branch is one of 78 institutions balloting regarding the ‘Four Fights’- pay, workload, casualisation and equality. * If the strike action is successful, then it is likely that industrial action shall be taken before Christmas * Nationally the UCU state that: * Pay for university staff fell by 17.6% relative to inflation between 2009 and 2019, despite university income from tuition fees growing by a third in the last five years * The gender pay gap sits at 16% and the most recent Higher Education Statistics Agency figures reveal that, of 22,810 professors in the UK, under a third (27%) were women and only 155 (1%) were Black. The pay gap between black and white staff stands at 17% and the disability pay gap is 9%. * SUBU recognises that should UCU members decide to strike, this follows a period of negotiations where little if no progress has been made. * Bournemouth University and other universities nationally have it within their power to work with UCU to avoid strike action by reducing workload, casualisation, equity pay and real world pay. * SUBU believes that staff’s working conditions is students learning conditions, therefore improving the student experience is contingent on Bournemouth University and other universities improving the staff experience.      * The potential industrial action follows two strikes in 2019/20 over the four fights and a period of two years where the student experience has been dramatically impacted as a result of COVID-19. |
| **Solution** | * For SUBU to support all UCU demands in relation to the four fights. * For SUBU to not support industrial action that would lead to more disruption to our members. |
| **Ideas for implementation** | * For SUBU to encourage Bournemouth University and universities nationally to meet the demands of the UCU during negotiations in relation to the four fights * For SUBU to provide students with accessible and transparent information regarding UCU industrial action |
| **To be implemented by** | SU VP Education |

7. Co-option of SUBU Summit Chair and Faculty of Health and Social Sciences Officer and Rep

Roles to be filled

SUBU Summit Chair

Faculty of Health and Social Sciences Officer and Two Faculty Reps

Information on the process

Following the Student Elections there were no candidates for the role of SUBU Summit Chair and Faculty of Health and Social Sciences Officer or Reps. Following the details outlined in the bye-laws, the Executive Committee have decided to fill the roles via co-option and shall consult with the SUBU Summit to gather students' feedback as to who they believe would be most suitable.

Any student who is interested in becoming the SUBU Summit Chair or Faculty of Health and Social Sciences Officer or Reps shall be invited to nominate themselves by emailing [SUBUdemocracy@bournemouth.ac.uk](mailto:SUBUdemocracy@bournemouth.ac.uk) prior to Monday the 8th of November at 5pm. Students can also put themselves forward during the Summit itself.

During the Summit students will have up to 2 minutes to talk about what they want to achieve. Students who are unable to attend the SUBU Summit can send through a video to be shown during the SUBU Summit. This must be submitted to [SUBUdemocracy@bournemouth.ac.uk](mailto:SUBUdemocracy@bournemouth.ac.uk) no later than 5 pm on Monday the 8th of November.

Only students eligible to vote in the Summit and eligible to stand or vote in the original election shall be entitled to put themselves forward or vote during the Summit.

The results will be ratified after the meeting and announced via email along with the results of all other SUBU Summit votes.

The result of the vote will then be taken to the Executive Committee on the 16th of November where they shall be formally co-opted into the role.