

**FXU STUDENT COUNCIL
Draft Minutes for Meeting
30th April 2008, 3-5 pm
Tremough Boardroom**

Attending:

Tova Leech, Jessica Smulders-Cohen, Dan Hartington, Chris Maynard, Shazia Jalil, Katherine Howard, Samantha Finneran, Alastair Mant, Daniela Pereria, Ofonime Udoudo, Steven Whiting, Alfie Jones, Mark Musgrave, Arjun Sharma (part), Kim Reay (minutes)

Apologies:

Joey Beard, Fran Penny, Arjun Sharma (to arrive late)

Minutes of last meeting:

Approved as correct. still need to be signed.

Action points from last meeting:

The action points with action taken and feedback were circulated

1) Water Fountain (update from Tova Leech)

- Misunderstanding, water fountains not yet installed
 - Plumbing has been installed, have purchased 2 water coolers, still waiting for third
 - Sam asked where they were to be installed
- AP Tova (to find out)**

2) Lighting (update to Tova Leech)

- Last week the lights on the 24hr path were pointing down again. But still no funding for anti climb/vandalism paint
 - Sam pointed out that No trespassing signs had been installed

3) Change machine (update from Mark Musgrave)

- No machine yet but porters instructed to issue change when required
 - Sam asked if the bar issued change
 - Dani confirmed they were usually very good at this

4) Cash machine (update from Mark Musgrave)

- No change although the current machine is currently working
 - It was asked whether FXU had yet had sight of the contract for the existing machine Mark confirmed that Paul Robinson has the contract but although Mark had repeatedly asked for a copy it had not yet been received
- AP Mark (to ask for again)**
- Discussion about whether the shop would issue cashback with a smaller purchase (currently £5)
 - Tova confirmed that shop currently issue cashback as a 'favour', not in their contract
 - Ofonime keen to exert all pressure possible to change the machine

5) Personal Alarms (update from Tova Leech)

- Sold at Tremough shop and FXU

6) Tuke House Security (update from Tova Leech)

- When FCA signed agreement with Sanctuary Housing it was just to manage the building and did not include security. Not found out when dummy cameras were installed
 - Dani confirmed they were installed by Site Manager Have requested meeting with Tuke
 - Tova arranging meeting with senior students to find out why they feel security is inadequate Meeting with estates regarding two live cameras (to be linked with Woodlane and eventually Tremough) but data link is currently not strong enough.
 - Need to find out who would foot the bill for cameras - accommodation?
- AP Tova Leech (to find out)**

7) Phase Two Signs (update Mark Musgrave)

- The relevant body have been notified about the lack of push/pull signs
- No further response yet

8) Design Centre Doors (update Tova Leech)

- Has been brought up on the TCS estates and facilities group about this and lower stannary doors
- They will be re-evaluating the timing of the doors opening/closing and then change accordingly

9) Campus design decisions (update Steve Whiting)

- Now FXU involved heavily with Masterplanning, the best represented group there will be an open exhibition of plans to 2026, we will let you know date
- FXU were not involved in Phase 2 decisions. Will try and talk with TDV to see if can be more involved in design decisions on an individual building basis in Phase 2A

AP Steve Whiting

10) Reprographics (price) (update Steve Whiting)

- Have received some quotes from other institutions and will be pushing this
- Tova has brought up prices at Operational Group
- Mark in reprographics is putting together proposals for the next stage of development, no major change until next academic year

11) Double sided printing (update Mark Musgrave)

- Some printers on campus can do double-sided printing.
- Have emailed and spoken to IT and sustainability officer
- New printers will do double-sided
- Sustainability week, will petition around campus
 - Dani - need to check examiners will accept double-sided
 - Chris - need to fight for electronic submission
 - Mark, Exeter will accept electronic submission from next year

AP Mark

12) Sustainable Paper (update Mark Musgrave)

- Has been brought up in campus sustainability steering group and reinforced by email
- Awaiting direct response
- Sustainability week, will petition around campus

13) Acoustic survey, Stannary (update Tova)

- In masterplanning trying for two floors which will improve acoustics but will reduce size of single venue
- Acoustic survey deemed too expensive

14) Who's who and in charge of what (update Mark Musgrave)

- UCF Intranet is now a common domain and Exeter students can access it via the link <http://intranet.falmouth.ac.uk>
- Cornwall campus website is to undergo a makeover
- New website to be formed for Exeter students with information like the Falmouth intranet

15) Unicards (update Mark and Steve)

- Exeter to have own card machine, reverse of cards will have contact details on back
- Falmouth already have own card machine, no decision as to what will be on the back

16) Music practice rooms (update Mark)

- One has been set up in old house (seminar W)
 - Dani thought it was Seminar V
 - (If so then this next to Seminar W)
- Piano has been moved and retuned
- Possibility of more instruments
- It was asked if everyone be able to use the new practice rooms to be built for Dartington and Mark said most probably

17) Recording studios (update Steve)

- Only available if you have been trained on the equipment
- Can only train on the equipment if your course has contributed towards the cost of the studio

18) Sports funding (update Mark)

- Response from Hanna (Sports and Societies Co-ordinator) was read out *See Appendix 1*
- Basically although more funding per head than main campus, we have to pay for facilities hire which is a significant cost
 - Dani asked for figures
- Mark to circulate response with figures
 - AP Mark** (attached to minutes)
- Ofomine asked why students had to pay for use of Muga
- Steve confirmed this was £20 per session so £3 per player, made by TCS to recoup the expense
- Sam said that a project conducted by garden design would have produced a more usable area
- Steve said that not involved in the master planning when this went through and now involved in this sort of decision
- Sam asked if there could be a day when the MUGA was free, also rather than building the second MUGA could there not be a grassed area with painted lines?

AP Tova

19) Car park will it be open over Easter? (update Tova)

Yes it was and will be through all holidays

Main Agenda

1) Social Spaces (report from Steve)

Stannary

- FXU now have full visual management, to redesign, refurbish, £5-£10K budget
- Want to give visual rights back to students
- Open forum this Friday 3pm Lower Stannary to brainstorm and form steering committee
Questionnaires also available FXU, library and on website

Interim social spaces

- Gym - unfeasible to set anything up in the short term, possibility of next year
- Porters Lodge - shop now open till 10pm this has freed the porters lodge, table and chairs installed together with games. Wanted this to be open outside main hours. Have requested an honesty box for hot refreshments but H&S issues have meant this hasn't happened yet.

AP Tova

Phase 2A Social space

- 250 seated
- Architectural plans now received
- Will have outdoor seating and balcony with view over estuary
- Interior not yet started - good as FXU trying to influence.
- FXU confirmed that they had had meeting with directors to see how could liaise with students - make part of curriculum

2) Student Newspaper (report from Chris)

- Trying all year to get CUC newspaper off the ground
- To showcase everyone's work, not just Journalists
- In the process of putting prototype together
- Initially advised to speak to local newspaper, had 6 months negotiations with The Packet but wanted too much, including editorial control for what they were providing
- Now gone out on own, cost to be covered by advertising
- Talking to next years presidents
- Launching Freshers week Publishing 5,000 copies to be circulated free
- Possibility to produce branded mugs for launch which will give students discount on drinks in Stannary.
- Ask for any ideas, work etc to be emailed to chris@newave.co.uk
 - Dani asked if it would stay free
- Chris confirmed yes, paid for through advertising Content will be CUC based with area for students to display visual work
- Initially 60/40 split editorial/advertising, as circulation increase can charge more for advertising and take less.

- Will hold a night at Freshers week to launch, also launch events at other colleges

3) £70 extra fees issue (Alfie Jones)

- Alfie apologised for possibly not pursuing issues in the most professional way. However Mark reiterated that FXU wanted students to express their opinions to FXU.
- Alfie had experienced students whose internet access had been cut off due to them not paying the increase of £70 in the student fees. The problem being that their access being cut off was the first time they had been aware of the problem - it was a communication problem.
- Helen Harding had responded with an email which was read out at the meeting and is attached explaining the process and communication undertaken. *See Appendix 2*
- Steve said Course Leaders had been asked to print out poster showing new fees and put on each years notice board
 - Sam said they were not on her notice board
- Sam said that posters showing fees for next year were not around the campus and there were none on her subject notice board.
 - Sam asked why there was a rise in fees.
- Steve confirmed that the rise was due to inflation and that most universities were charging the maximum allowed. He confirmed that the NUS were fighting to keep the cap on fees.
- Chris confirmed that he had represented the Union at the national NUS conference and that attitudes were divided as some wish to fight to scrap fees and others to keep a cap on them.
- Sam asked whether SLC had been sold to be private company and Chris confirmed that it had.
- Chris said that possibly the best way to fight fees in the SW was for all the CUC colleges to join together next year.

4) Fragmentation (Alfie Jones)

- Highlighted fragmentation such as different artist materials/ cost at Woodlane to Tremough. Different costs on cafeteria/ shop. Different cost of coffee upper and lower stannary.
- Ofonime said this should be documented and then taken further
AP Tova
- Steve confirmed that FXU had proposed that the Welfare president should sit on the TCS Board (not as a decision maker)

5) English Society (Alfie Jones)

- Alfie confirmed that the English Society were happy with the outcome of the meeting with FXU earlier in the day, that their grievance had resulted from a chain miscommunication and that they understood that FXU were investigation further funding for societies.
- This is the first year with so many societies (Law, Politics, Geog, Eco), FXU trying to do as much as possible for next academic year.
- Mark said that a proposal was being put forward for £500 from each Exeter academic dept represented on campus.

6) On-line Surveys (Mark)

- FXU carry out surveys on the website. Does council think this is beneficial?
- Sam – it depends on what surveys are carried out, the cost and the response.
- Steve – the costs are not significant
- Tova – 100 responses for faith day survey which was very useful

7) AOB

Entrance to campus

- Started
- Sam - asked if they were doing drive
- Mark – yes same contractors, has to be done this month (due to financial budgets)

Geography department

- Air conditioning either too hot or too cold
- Water machine doesn't work
- No other water machine nearby

AP Mark Musgrave

Is there a reason no political societies?

- Steve – political awareness day in February, but not huge interest.
- Can set a Political society up like any other society

Buses

- Tova – meeting earlier today with bus company
- No 88 is looking to be every 15 mins
- 5 double deckers to be used to increase capacity in the morning for 88 service
- Bus Surgery/ Customer Feedback session arranged (16th May, 10-1 Tremough, 1.30 – 3 Woodlane)
- Also a University Bus Focus group to be set up (so put yourself forward if you want to influence changes)
 - Ofonime asked if Truronian at meeting
 - Tova confirmed that First buses have now taken Truronian over (70p fair will be applicable on the Truronian routes in a couple of months (need to change ticket machines))

Signage

- Arjun mentioned the bad new signage
 - Tova confirmed these are temporary and the bad design has been highlighted
 - Arjun asked whether it would be possible to have a CSM sign incorporated into the main signs on the drive
- AP Mark Musgrave**
- The vandalism of the signs during crazy week have hampered on-going communications

Housing survey

- Chris putting together a housing survey (Glasney & private)
- Also looking for testimonials
- Will put results to Cornwall County Council and local MPs (candidates at next election)
- Mark – FXU can help with advertising the survey (website, newsletter)

Bank

- Ofonime asked if there were plans for a bank on campus
- Mark – Masterplanning not that detailed yet
- Chris – Penryn are struggling to keep their banking facilities
- Ofonime – then we need to talk to the community
- Sam – there is a lack of involvement with the local community
- Steve – FXU involved in PACT meetings and do lots of Community Action with the volunteers
- Suggestion that a summer fete is held at Tremough?

8) Date of next meeting

- May 29th at 3pm

APPENDIX 1

Hanna Royle – Sports and Societies Coordinator

The Exeter Athletic Union is given £100,000 by Exeter which is distributed between their 48 clubs of which there are 5000 members. This works out at £20 per head. Sports teams submit a budget request at the beginning of the year and then the AU decides how the money is allocated.

Exeter gives FXU £7200 which is matched by UCF. This block grant of £14400 is then distributed between the clubs and societies by FXU. There are currently 550 registered members and 22 sports & 15 societies (total = 39) this works out at £26.18 per head.

Therefore on paper Cornwall campus students does have slightly more per head than Exeter, however much of our budget goes on hiring facilities which is a huge expense that Exeter do not have as they have their own facilities. It is also important to note that in Exeter there are separate pots for Sports (£100,000 administered by the Athletic Union) and for Societies (£30,000 administered by the Guild). This is a matter that is currently being looked into by FXU and Paul Beerling.

Facilities unfortunately are generally better in Exeter due to them offering sport related academic courses and with regard to coaching many of the lecturers have sporting expertise and offer coaching support as well as many students having qualifications. Coaches are funded for focus sports (listed below) by the High Performance Program which is funding in addition to the sports budget.

Focus sports:

Rugby (men)
Hockey (men & women)
Cricket (men)
Golf (men & women)
Rowing (men & women)
Sailing (men & women)
Squash (men & women)
Netball (women)

Non performance sports are in the same situation as our clubs where they must find their own coaches or try to fund them through the budget or fund raising. FXU does offer support to students wishing to take qualification that will benefit their clubs.

APPENDIX 2

Helen Harding (Finance Response to Tuition fee issue)

Hello Steve

Thanks for your e.mail.

Please find the details below which outlines what happened in 07/08 and the improvements that are in place for 08/09.

Prior to enrolment last Autumn it was identified that a number of student's Tuition Fee Loans were for £3,000 instead of the £3,070. The Finance Office had advised the Student Loan Company that the fee was £3070-00 and at that time our understanding was that all students applying for the maximum Tuition Fee Loan would be awarded this amount. However, this was a mis-understanding and it is now realised that the students have to input the exact amount of the Tuition Fees on their funding application and also agree that they want the maximum amount.

To help rectify the situation each student was asked individually at enrolment to confirm the amount of their Tuition Fee Loan. Those who had a £70-00 shortfall were advised that they could either pay the difference or increase their Tuition Fee loan to cover the £70-00. In addition each student at enrolment was given a letter to confirm the details and a Change of Circumstances form called CO1 to apply for the increased loan if applicable.

This was followed up in December 2007 with a letter to the students home addresses to remind them to either pay the £70-00 or apply to increase their existing Tuition Fee loan to £3070-00. This letter also included details of how to apply for the CO1 form on line for the additional £70-00. The letter was addressed to the

student not the parent and it was send towards the end of term to hopefully time with the Christmas holidays when most students would be at their home addresses.

On the 6 February, a further reminder letter was send to the home addresses to all students who had not already responded. This letter included details of the College Policy for unpaid debts notifying them that if they did not pay or advise the Finance Office that they were applying for the additional loan within 7 days, certain facilities would not be available to them. This is a standard practice within the College and it is documented in the General Regulations for Students 2007/2008.

We are sorry that this situation has caused distress to certain students and for any misunderstandings that have occurred. In order to prevent this happening in future, measures have already taken place to advise students that the Tuition Fees for 2008/2009 are £3145-00. Notices of the 08/09 Tuition Fee have been displayed around the Tremough and Woodlane Campuses and each Course Leader has been asked to display the poster on their notice boards. We have e.mailed all the full time undergraduate students and have forwarded letters to all full time undergraduate home students to notify them about the Tuition Fee charge of £3145-00. During the Summer holidays, the Finance Office will send a reminder to all students concerned. We have also been in communication with our colleagues at the Dartington Campus to carry out similar procedures.

I hope this information is of help and if you have any feedback or suggestions we will be pleased to hear from you.

Regards
Helen Harding
Finance Administrator - Student Fees
Tel: +44 (0) 1326 213778
Fax: +44 (0) 1326 213867
email: student.fees@falmouth.ac.uk
www.falmouth.ac.uk