



FXU Student Council meeting MINUTES

Tuesday 1st December 2009

3pm-5pm

Tremough House Boardroom

Attended by: Taylor Worthington, Ian Pogonowski, Samantha Finneran, Kimberley Read, Andy Edmonds, Finn Raven, Penny Tomkins, Gene Abdi, Nick Jarvis, Jon Hillier, Jemima Steen, Norman Buchan, Frankie Espona-Butler, Rufus Tanner, Annabel Charlesworth, Henry Austwick, Luke Denham, Michael Etherington, Rebecca Griffiths, Maria Goodhew, Janice Mitchelson (minutes).

Apologies given: Sarah Gray, Sam Batchelor, Jack Davis, Rebecca Hadfield, Miriam Battye, Lucille Sutherland.

Item	Title and notes	Action to be taken by
1	<p>Welcome & Introductions IP welcomed all attendees and everyone introduced themselves.</p>	
2	<p>Role of the Student Council & terms of reference JM went through the Terms of Reference of the Student Council. Purpose – all as in document. JM added that it can therefore work well as two-way communication between decision-makers of FXU and across the student population. Membership - Changes for this academic year include postgrad positions available to enable better representation. Also, due to the development of Glasney, 3 reps instead of 2 were recruited to help represent the increase in students in halls. Positions currently unfilled are 1 x UCF Foundation rep , 2 x Tuke House reps and 2 x UECC Postgrad reps. Chair – Changes include nominating a Deputy Chair as well as a Chair. Meetings – Student Council will meet once in the Autumn term and twice in both the Spring and Summer terms. JM will make the meeting minutes available for all students on the FXU website (www.fxu.org.uk). Quorum – all as in document. Voting & Decision-making - JM stressed the importance of ensuring attendance, therefore achieving quorum to enable power to make decisions/vote. Attendance & Conduct – JM highlighted the need for sending</p>	

	<p>apologies if a member cannot attend a meeting. Apologies to be sent to JM or the appointed Chair. Not attending 3 consecutive meeting results in loss of membership of the Council.</p> <p>Reporting – JM suggested the Presidents and Executive Officers submit a written report to the Student Council four times a year, therefore for each subsequent Student Council meeting of 2009-10. No-one objected. Report to be sent to JM at least 7 working days before the meeting, which will be sent out with the agenda for members to read and prepare any questions in advance of the meeting.</p> <p>JM explained various acronyms used: UCF – University College Falmouth UECC – University of Exeter Cornwall Campus AOB – any other business (i.e. anything that a member would like to bring up but that hasn't already been covered in the meeting). Presidents/Sabbaticals/Sabbs – These terms are sometimes used interchangeably, however refer to the same people/roles.</p>	
3	<p>Appoint Student Council Chair and Deputy Chair Henry Austwick was nominated as Chair and took over to chair meeting.</p> <p>A Deputy Chair was initially nominated in the meeting, however, due to a misunderstanding around membership, this has been renominated. Rebecca Griffiths was the only other member who put themselves forward in the meeting, so she has now taken up the position as Deputy Chair.</p>	
4	<p>Apologies As above</p>	
5	<p>Issues arising from Presidents report i. Town takeover/tuition fees campaign IP explained the Town Takeovers are happening nationally by students as a protest against the government taking off the cap on tuition fees. There is one planned for Feb 3rd in Falmouth and will be in conjunction with CUC (Combined Universities in Cornwall) and incorporating Truro College and Falmouth/Penryn College/high school. Anyone interested to contact IP. RT offered media postgrads could provide media coverage of event, and ME highlighted that Cornish World TV could cover. AP: On HA's suggestion, contact political FXU societies. AP: JH to put Ian in touch with Sarah from Conservative Society for contacting.</p>	<p>IP JH&IP</p>

	<p>ii. UCF Accommodation/term dates issues</p> <p>TW discussed how the summer term for UCF third year students has been extended by one week, which is causing problems for some students regarding accommodation due to contracts being agreed prior to student's knowledge of different term dates. TW asked for all members to ask around amongst their cohort of students if any student is subsequently experiencing difficulty in finding somewhere to live for one extra week. There will be ample accommodation available in university halls, however, TW has asked UCF for free or discounted rent for the week, however, was turned down. TW would like to push for this or compensation for students for the inconvenience of having to move house at a crucial time of study. Any student in need of support or would like to take this matter further should be referred to TW.</p> <p>Two council members are in this situation, but hoping to sort something out. Townsend letting agency has offered students to get in touch in January for availability of one week's accommodation/extra week on contract. GA suggested that students ask new students/tenants contracted to move in, if can move by one week.</p> <p>TCS Events and Conference team, situated in the Porter's Lodge can help in booking accommodation for the week.</p> <p>AP: TW will update at next council meeting.</p> <p>iii. Other</p> <p>SF read through the Presidents' report to all members. Presidents answered questions on activities.</p> <ul style="list-style-type: none"> • Spikey week – Awareness of drink spiking • SSSH – Bar Number 20 in Penryn has taken part in campaign. RT reported friction between students and residents in Penryn and has noticed some students being loud late at night. AP: IP to follow up. SF informed everyone that there is a number being launched by TCS to report incidences/disruptions such as this. Tel. no. is: 01326 255666 or email community@tremoughwoodlane.com • Parking – Universities currently subsidises for students to have cheap bus travel at 50p a ride between campus and Falmouth. Bus management have bought some bendy buses and there is possibility of a contract to lesson need for driving. This may be a 24 hour service. It was discussed that some bus drivers do not accept 	<p>TW</p> <p>IP</p> <p>TW</p>
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	NUS student cards inclusive of university details and so have been refused the 50p ride. AP: TW to follow up.	
6	<p>Halls issues</p> <p><i>Glasney</i> RG reported problems with washing facilities and the internet, and that facilities are not sufficient for the cost of rent that is inclusive of these facilities.</p> <p>TW informed everyone that Head of IT was coming to attend the meeting to discuss internet issues at some point during this meeting. TW informed everyone that IT have offered to pay students affected £10 for the lack of internet availability and asked members if this was acceptable.</p> <p>Other halls issues were that students would prefer less cost and not all at the start of the year. TW informed all members that each flat is to be fitted with a gas and electric meter.</p> <p>A member reported that fuses had been removed from hand rails, including those put in by the students themselves and student's own fuse taken away. Also causing frustration was being supplied with 3 broken fridges. Would like to have the use of goods that work.</p> <p>RG had heard that if a photo of room had not been taken before moving in, room deposit would not be returned, however this was confirmed to be a rumour and would be illegal. Although, TW recommended students take pictures of room before moving in to be cautious and prevent any queries at the end of contract.</p> <p>SF passed on issues from MB who could not attend meeting, which included issues on recycling.</p> <p>ME reported list of halls issues also and passed to SF to follow up.</p> <p><i>Tuke House</i> SF read out an email from parent of student living in Tuke House regarding internet problems.</p> <p>Lists of problems that members have collected from students were given to SF. Any more after meeting to be emailed to SF. AP: SF to follow up.</p> <p>Nathan Prisk, Head of IT Services, arrived to provide an update on internet issues.</p>	SF

	<p>Unpicking problem of lack of/slowness of internet in halls. Last year internet usage rated at 40-50% capacity, however this year working to full capacity unexpectedly. Highlighted that internet in halls was for academic use only but cannot monitor this.</p> <p>Video-conferencing has been primary focus. Virus outbreak then followed. Have to shut down internet when working on fixing this problem. Traffic was being routed down slow link, this mistake now rectified. Bug also identified and hope that this is now fixed. Offered to refund all students for previous month's internet through TCS. A letter will be going out to all residences as soon as written. IT have doubled capacity and will have increased bandwidth from January/February 2010. Virus checker information will be included in letter. NP asked for ideas on how students could receive this information so it is clear and easily accessible. E.g. packs, CD, inductions.</p> <p>TW reported to Nathan that the IT problems have resulted in video-link problems therefore students not able to have some lectures. UCF traffic are now using Exeter Tremough-Streatham campus route. There are more complaints around internet in Tuke House than Glasney Village. NP informed everyone that the internet is the same infrastructure and are trying to solve the problems as a whole. NP said a virus cleaner is expensive but looking into some free packages and could send by link.</p> <p>GA asked if this information could be covered in an induction and have links easily available for virus protection.</p> <p>AP: TW could get student signatures together and send to NP to ask for funding from the universities for a sufficient virus cleaner.</p> <p>AP: Draft will be sent to TW to check information is clear before IT send out.</p> <p>AP: Information can go in FXU e-newsletter.</p> <p>All ideas on IT and safe internet usage from members to TW. NJ suggested running a campaign for next year on safe sex for laptop's/pc's week, which could run alongside safe sex campaign week, therefore promoting virus protection etc.</p>	<p>NP & TW</p> <p>NP & TW</p> <p>TW</p>
7	<p>UCF issues</p> <p><i>Library opening hours</i> - NB asked if the library opening hours could be extended into the evenings and weekends. FR also asked if the library could be open early in the morning from</p>	

	<p>around 6pm.</p> <p>TW recommended gathering signatures from students to provide evidence and numbers of students who would like library hours extended.</p> <p>AP: Bring up at UCF Course Committee on Thu 3 Dec and feedback to council at next meeting or TW if before next council meeting.</p> <p><i>Woodlane/Tremough focus</i> - JH reported that it seemed that most activity concerned Tremough rather than Woodlane, including Student Council meetings.</p> <p>AP: JM to look into possible rooms at Woodlane to hold future Student Council meetings.</p> <p><i>Media Centre</i> – RT reported that the Media Centre was not running at speed it should be and equipment not up to scratch. TW has spoken to Ralph (staff member of Media Centre) who has said that this is due to AVID (editing software) still working on four versions. It was agreed that incorporating both packages to learn would be useful.</p> <p>AP: Ask students on course if learning both AVID and Final Cut Pro is preferred. If so, gain student signatures to get idea of numbers and ask at next Course Committee if both AVID and Final Cut Pro can both be incorporated into course.</p> <p>KR informed everyone that inductions for the media centre are available at the start of the year, which are needed to use equipment from/in the Media Centre. Some students were not aware of this.</p> <p>TW informed everyone that there are future plans to combine more courses and facilities so that all students can access all facilities.</p> <p><i>Editing software</i> – NB suggested asking for Final Cut Pro editing software instead of AVID as Final Cut Pro is more commonly used. KR pointed out that AVID is taught due to it being a more difficult package to use and once learnt, can use most editing software packages.</p>	<p>NB</p> <p>JM</p> <p>JH</p>
8	<p>UECC issues</p> <p><i>Teaching on Good Friday?</i> - LD asked if students were going to be taught on Good Friday at the Cornwall campus. What is being done to prevent it? This is an issue that is being looked</p>	

	<p>into by Exeter Guild student's union on Exeter's main campus, Streatham.</p> <p>AP: LD to forward survey from Streatham campus.</p> <p>AP: IP to follow up.</p>	<p>LD</p> <p>IP</p>
<p>9</p>	<p>FXU Governance Review</p> <p>JM reported to Council on the governance review that FXU is undertaking this academic year. This is due to changes in the Charities Act which has resulted in all student unions to review how they are run to make sure they are compliant with new charity law. It is also a good chance to make sure that they are student-led, wanted and accessible to students.</p> <p>Timeplan:</p> <p>November to February 2010</p> <ul style="list-style-type: none"> • Undertake student consultation to find out what students know of FXU, how are students currently involved with FXU, how do students want to be involved with FXU and what issues are students concerned with. <ul style="list-style-type: none"> ➤ This will include video-diary room events (e.g. FXU grotto diary-rooms planned to be in Woodlane Bar on 4.12.09, 4pm-7pm and in the Stannary at Tremough on 8.12.09, 11.30am-3pm. Dartington event planned for the New Year. JM encouraged all members to attend, take part and pass onto students too). ➤ Feedback will then be assessed, checked if it is representative across student body and develop options for a governance structure for FXU. <p>March 2010</p> <ul style="list-style-type: none"> • More student consultation will take place to find out what do different student groups think of proposed options and what they mean. <ul style="list-style-type: none"> ➤ These will be through focus groups, which will be called/promoted as FXU café sessions where free food/drink will be provided for taking part. • Options then tweaked and finalised. <p>May 2010</p> <ul style="list-style-type: none"> • Educate students on the process in terms of students understanding all of the options, terms used and different structures available (e.g. what is a trustee, what does governance mean, who should be an FXU trustee, committees, open meetings etc) as well as what happens at a general meeting or referendum. • Student vote – all students to vote on which structure they would like to govern FXU. This will take place in either a referendum or a general meeting. • Approval of FXU Board & AGM, which will then lead to 	

	<p>implementing the new structures.</p> <p>November 2010</p> <ul style="list-style-type: none"> • This is the provisional time as to when FXU will need to apply to Charity Commission for charity status under the new charity law. <p>JM discussed the role of Student Councillors in the governance review encouraged members to take part in consultations, to help and promote students to get involved all along the process and a big push to vote on structure, to come forward in helping out in preparation or at any of the events, JM to bring initial options to March student council meeting for all members to view/discuss options on governance, to promote students, check everything is student-friendly.</p> <p>Any council member of student is welcome to contact JM if would like to discuss further.</p> <p>AP: JM will keep everyone updated and let everyone know of opportunities to getting involved.</p>	JM
10	<p>Elections 2010</p> <p>IP informed everyone that dates for FXU Elections 2010 for President and Executive Officer positions have now been confirmed and are as follows:</p> <ul style="list-style-type: none"> • Opportunity for students to create design to be used for election campaign across all 3 campuses on posters, fliers and website. £50 cash prize for winner. Can enter from now, deadline is 12 noon on 4th January 2010. • Nomination packs and all information on elections will be available online (www.fxu.org.uk) and in FXU offices from first day of Spring term, Monday 11th January 2010. • Nominations open 1st February and closes on 15th February. • Candidates will be going on tour of the campuses to promote their manifestos on 18th February (Tremough), 19th February (Woodlane) and 22nd February (Dartington). • Elections voting opens 22nd February and closes 1st March. <p>TW encouraged all council members to go for positions for the next year's FXU team. An update will be provided at the next student council meeting.</p>	
11	AOB	

	<p><i>Email addresses for student/FXU use</i> - JM asked all council members to confirm their preferred email address that can be publicised on the FXU website and given out to students. AP: JM to follow up with all those not present at meeting.</p> <p><i>Christmas Fayre</i> – KR held an event ‘Have a local Christmas’ in the Stannary today. Had difficulty in organising as some Porter’s were reluctant to help knowing that it was to promote local businesses. KR highlighted friction between local and the university. KR would like to push for more community shopping of students and told everyone about the Shoppers card, which is available from the FXU office.</p> <p>A community meeting is coming up that could be relevant to this issue. AP: RG to send information to KR.</p>	<p>JM</p> <p>RG</p>
12	<p>Dates & Times of future meetings Tuesday 19th January was proposed as next meeting. Possibility of it taking place after 6pm once structured study day is finished to enable more members to attend. Suitable refreshments would be provided. AP: JM to email members regarding times and date for next meeting. [please see email message].</p>	<p>JM</p>