

**Minutes of the CONSULTATION MEETING OF THE CORPORATION WITH THE STUDENTS' UNION
FRIDAY, 17 MARCH 2017 AT 1.00 PM IN J221**

MEMBERSHIP: Corporation: *Penny Williams (Chair)*, Steve Solly, Graham Razey (Principal), Bob Jones, Martyn Rogers, *Danielle Banyai*, *Jeremy Licence*, Jessica Foster

Guest: Eric Harmer, Pastor – Barton Evangelical Church

In Attendance: Sharon Hollingsworth - Clerk to the Corporation
Anne Leese - Deputy Principal
Lut Stewart - Executive Director Student Experience
Lucy McLeod - Head of Canterbury College
Tony Payne - Student Activities Manager
Chelsi Gilbert- Student Activities Assistant
Hannah Fey - SU Finance Officer

Italics denotes absence

Minute Number

		Action
630	<p>WELCOME AND APOLOGIES NOTED</p> <ul style="list-style-type: none"> i. In the absence of Penny Williams, Bob Jones undertook the role of Chair for the duration of meeting. ii. The Chair welcomed members to the meeting and congratulated staff, students and the senior executive team on the fantastic achievement of attaining a 'good' rating at the recent Ofsted inspection. AL commented that students had been brilliant throughout the visit and praised them all for their efforts. iii. Apologies had been received from Penny Williams, Jeremy Licence and Danielle Banyai. 	
631	<p>DECLARATION OF INTERESTS NOTED</p> <ul style="list-style-type: none"> i. Tony Payne declared his part-time employment with the NUS. 	
632	<p>MINUTES OF THE LAST MEETING</p> <ul style="list-style-type: none"> i. The minutes of the 4 November 2016 were agreed and signed by the chair as an accurate record of the last meeting. 	
633	<p>MATTERS ARISING Minute 627: SU to develop a logging system for staff absence Minute 624: The SU to develop a system to log the reporting of student concerns relating to staff absence. The log to be presented at the next SU Consultation Committee meeting in March 2017.</p> <ul style="list-style-type: none"> i. TP advised that the SU are exploring better ways of how to capture learner voice, commenting that there are too many different platforms currently. TP explained that communication is the biggest challenge. TP noted Class Rep feedback had been effective, issues have been raised direct with the Head of Canterbury College and the Deputy Principal and matters have been dealt with accordingly. 	

	<ul style="list-style-type: none"> ii. GR commented that student survey overload is apparent. A Governor reflected on their attendance at a recent focus group with students, noting that one student had said that sometimes the survey choices are too binary, offering yes or no answers when their situation is more complex than that. GR accepted that some surveys are a necessity, but expressed the need to make some choices about others going forward. Members agreed that there was a need to look at a targeted and more focussed learner voice strategy for the SU and the whole College for the future. iii. GR tasked LS to work with TP to look how the SU and the whole college can manage the learner voice in its entirety, with the view to reducing not increasing the current processes and platforms. One strategy and one tool for the group going forward is required. 	LS & TP
634	<p>PRESIDENT'S REPORT</p> <ul style="list-style-type: none"> i. The President of the SU guided members through the report updating the Committee of the activities that had taken place since the last meeting and invited comments. ii. The Chair asked if the SU Higher Education (HE) Officer had attended any sixth form assemblies. JF advised that the HE Officer had attended one sixth form assembly in Faversham and the Officer had been positively received. The talk focused on studying a HE qualification in a college and the associated benefits, such as student support and reduced costs. iii. GR enquired about the way in which the SU are measuring student interaction with social media platforms suggesting that the measurement might not provide a true representation. GR encouraged the SU to speak with the Head of Marketing and PR to seek alternative ways of measuring student interaction to help provide a better indication of student engagement. iv. TP asked if the NUS paper 'The Voice of Learner in Area Reviews – Kent' had been of any value to the Kent Area Review Steering group. In the opinion of GR, the paper had come too late in the process and consequently, in GR's view, the Steering Group had not given the paper the treatment it deserved. TP advised that the coming together of the Kent Student Unions' to talk about post 16 education had been beneficial. v. A Governor enquired about the mental health round table at the NUS headquarters. GR noted it was a huge national issue, there had been a high increase in the volume of cases and reminded members that it was not the responsibility of the college, and instead members recognised that it was the responsibility of the NHS. LS commented that the work of the college is to support individuals in their learning journey; enabling individuals to participate and succeed. GR agreed that the action of the SU in lobbying Government to have the right strategy in place to manage Mental Health issues is the right one. LS advised that it might be worthwhile to measure student outcomes from their use of the well-being centre service to establish if further interventions are required. After some discussion, members agreed that LS would meet with the SU Welfare Officer to discuss the matter further. vi. The Chair reflected on the reported 'sales training' that had been delivered to support students with their employability skills and to help with their progression into work. The Chair commented on the fantastic opportunity, noting that further support work in this area will be undertaken following the Summer Term. <p>Suggestions for the new Students' Union</p> <ul style="list-style-type: none"> vii. The SU presented their proposals for a new Students' Union for the Group and invited comments. GR thanked the SU for the ideas put forward. viii. GR confirmed that elections for the Group Students' Union could be undertaken prior to the formation of the merged institution. GR expressed his support of the proposals for a 	<p>SU Executive</p> <p>LS</p>

	<p>paid student representative post, however in GR's opinion the post would need to be in place by September 2017. TP advised that the proposed job description for the paid post is currently with the Executive Director Student Experience for review. GR also confirmed his support of a Vice-President at each College.</p> <p>ix. GR provided members with an overview of the emerging proposal for the governance structure for the new organisation, citing that there would be a slim top board of 12 individuals, which would include the SU President and one staff member. Governing Body Advisory Boards would be formed at each college level, and each Board will include 2 student governors. GR advised that given the size of Sheppey, Dover and Folkestone a combined event/structure might be more effective.</p> <p>x. GR suggested a move to a split election model recommending that the SU President and Vice Presidents roles are elected as designates prior to September, with the SU Officers elected in October.</p> <p>xi. TP asked members for their opinion of the full time paid SU President role. A member commented that it would be good to have one, it was a huge job and the role should not be underestimated. The Chair mentioned that the personal development aspect of the role would be extremely advantageous to both the individual and the merged institution. GR talked about a transport strategy for the role and confirmed this will be considered. Members noted the additional resource will be helpful to TP and the Student Activities Assistant. GR noted that Canterbury College is a mature Students' Union, unlike many in the sector. GR confirmed that the newly formed SU for the merged institution will have delegated responsibilities linked to the curriculum; the intention of GR is to give greater empowerment to the SU. The Chair recognised the positive opportunities for the SU and the merged institution, especially the costal colleges.</p> <p>xii. For clarification, the Chair enquired about the training and development on offer for the paid SU President role. TP confirmed that the NUS offer a comprehensive package with a range of residential trips. There is also a network of support, a mentoring system and events to support women in leadership.</p> <p>xiii. The Chair thanked the SU President for the informative and interesting report.</p>	<p>LS</p> <p>SU Executive</p>
635	<p>TREASURER'S REPORT</p> <p>i. The SU Finance Officer presented the treasurers and treasures report commenting that the financial performance of the Students' Union is in a reasonably satisfactory position.</p> <p>ii. The SU had received £13,000 of their grant of £30,000 for this year. Current spend was reported at £16,181.11 of the annual budget.</p> <p>iii. There had been a good level of income from the sale of NUS cards. Members noted sales were up on the previous year.</p> <p>iv. The reported SU bank balance at the time of the report is £6,786.98.</p> <p>v. GR reported on his action from the last meeting, which related to the £5,000 Beacon Award funds. GR advised that for some reason, the £5,000 had been incorporated into the College accounts. GR explained that he had agreed, with the Executive Director Finance, an uplift of £10,000 taking the annual block grant up to £40,000. The SU members expressed their thanks to GR for his actions.</p> <p>vi. GR commented that given the expected merger of the two colleges, he would like to receive a proposal made from the SU in respect of the block grant for the next academic year, citing that a 3-year proposal would be helpful.</p> <p>vii. The Chair thanked the SU Finance Officer for the report.</p>	<p>SU Executive</p>
636	<p>ANY OTHER BUSINESS</p> <p>i. A governor asked if the SU could confirm the current number of active SU members. TP</p>	

	<p>explained that it is extremely difficult to produce exact figures as students have different tiers of engagement, commenting that they range from a student using the service on a one-off basis to others becoming much more involved.</p> <p>ii. The SU informed the Committee that they will be continuing their work to try and reduce the costs of South Eastern Rail travel.</p> <p>iii. The Chair thanked members for their attendance and contribution to the meeting.</p>	
637	<p>DATE OF THE NEXT MEETING</p> <p>i. The next meeting is due to be held on Friday, 16 June 2017 at 1pm in room J221.</p>	
638	<p>EVALUATION OF THE MEETING</p> <p>i. Members noted the evaluation from the June 2016 meeting.</p> <p>ii. Members of the Committee were asked to complete the evaluation of the meeting form.</p>	

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