

Ravensbourne Students' Union Advisory Board

Minutes of the meeting of the RSU Advisory Board on Monday 9th March 2020 at 3:00pm in the Boardroom at Ravensbourne University London

MINUTES

Present

Guy Hurd – Chair (GH)
 Shakira Martin – Vice Chair (SM)
 Brian Duncan (BD)
 Jonathan Walmsley (JW)
 Leyla Sitki (LS)
 Louise Prideaux (LP)
 Tamara Howe (TH)
 Sadi Uswatul Ambia – Secretary (SUA)

In attendance

None

Apology

Erin Uberbacher (EU)
 Yousuf Joondan (YJ)
 Dudley Nganjo (DN)

Actions

| Mins | Action | By whom | By when |
|------|---|---------|----------|
| 4 | To have the officer roles of the Union reviewed | SUA | 31.10.20 |
| 5 | To have a guideline in place for running the RSU Bar | GH | 18.05.20 |
| 8 | To send revised management accounts of the Students' Union to the Board members | SUA | 30.03.20 |
| 9 | To clarify whether the RSU Advisory Board governs the Union or provides advice | SUA | 30.03.20 |

1 Chair's welcome and apologies

The Chair welcomed everyone to the second meeting of the RSU Advisory Board.

2 Minutes of the last meeting

The Board approved the minutes of the RSU Advisory meeting held on 4 November 2019.

3 Actions/matters arising from the minutes

| Mins | Action | Status |
|------|---|----------------|
| 5 | The Union to visit a few other independent small and specialist students' unions to practically observe their operations and report back to the Board Visits to the other students' unions have been delayed because of the Covid 19 situation. This to be actioned once the pandemic is over. | To be actioned |
| | To submit student demographics of Ravensbourne to the Board | Actioned |
| | To submit the staffing structure of the University to the Board | Actioned |
| | To follow up on the appointment of the Students' Union Manager | Actioned |
| | To have some clarity regarding the role of the SU Manager in a situation where an action taken by the SU officers contradicts the University It was explained to the Board that the SU Manager shall maintain a neutral position in such situations | Actioned |

| | | |
|---|--|----------------|
| 6 | To share the Ravensbourne Student Experience Strategy with the Board | Actioned |
| | To develop a Students' Union Strategy The action is within the deadline | To be actioned |
| | To draft a plan to explain the NSS to final year students | Actioned |
| | To submit Freshers income and expenses to the Board | Actioned |

4 Results and report of the 2020 Students' Union Elections

The Board noted the results of the 2020 Students' Union Elections.

The Board members made the following suggestions:

- To alter the officers' term in office from 12 months to 24 months
- Candidates to use the organisational strategy/goals/objectives to draft their manifestos
- To make the role of the Union President fulltime

SUA assured the Board that the suggestions will be considered while reviewing the officer roles of the Union.

Action: to have the officer roles of the Union reviewed

5 Ravensbourne Students' Union End of Term One Report

GH provided a detailed overview of the activities and events organised by the Union in term one. The Board members praised the Union for all the initiatives taken. There was a suggestion of introducing a little fee to the SU events for charitable purposes.

Action: to have a guideline in place for running the RSU Bar

6 Ravensbourne University London Student Experience Strategy

LP informed the Board that the Ravensbourne University London Student Experience Strategy is focused on four key themes:

01. Community - creating dynamic applicant, student, and alumni communities
02. Communication - ensuring timely, relevant, positive communications
03. Networks - Enabling key educational, alumni, industry networks
04. Student Voice - supporting proactive co-creation and feedback platforms

It was noted that the Student Experience Strategy aligns closely with the University's Academic Strategy.

The following suggestions were noted:

- To have some clarity whether it is a communication document for staff or students and in which context it would be shared with students
- If the Strategy is shared with students, it should be written in a language that they understand easily
- Transform the Strategy into a creative film or a mind map

LP explained that the Strategy was developed in the Summer within a short period and there was not much scope for consulting key stakeholders such as students and the Union. LP assured the Board that all suggestions will be considered and all key stakeholder will be consulted when the Strategy is reviewed.

7 Membership of Citizens UK

The Union wanted to become a member of Citizens UK. The main purpose was to identify, train and nurse students so that they grow as leaders of the future. The particular focus was to be on the elected officers, Student Representatives and society leaders.

The proposal was not approved. The Union was asked to explore other similar providers and compare services they provide.

8 Budget

Some of the figures on the management accounts appeared to be inaccurate.

Action: to send revised management accounts of the Students' Union to the Board members

9 Any other business

- a. SM requested for some clarity on the role of the RSU Advisory Board – whether to govern the Union or provide advice.

Action: to clarify the role of the RSU Advisory Board – whether to govern the Union or provide advice

Starred items

10 Ravensbourne staffing structure

11 Ravensbourne Freshers income and expenses summary

12 Ravensbourne diversity profile

13 Next meeting

Monday 18th May 2020 at 3:00pm on [Hangouts](#).