



## **UNIVERSITY OF LINCOLN STUDENTS' UNION**

### **President Report**

#### **Introduction**

As we run down to the end of the first semester, it has been a busy period for all the officers, getting settled into roles and enacting on what the student body has wanted and ensuring that students are well represented. Below is a summary of this month's actions by myself and the Executive Committee

Towards the end of the previous month, I attended the Trans Day of Remembrance, which was spearheaded by the LGBT+ Campaigns Group. I was asked to give a few words on the support that the Students' Union can and does give out in reference to the issues raised on the night. I would like to commend the LGBT+ group for organising what was a very touching night.

Further to this, I have been working on establishing a Black History Month working group in preparation for the next academic year. Historically, not much has been done in recognition or promotion of Black History Month therefore by establishing this working group, it serves to ensure that the right representative function of the month will be realised for Black and minority ethnic students in Lincoln.

The Executive Committee conducted the first of pop-up gazebo sessions of the year. The primary aim of these pop-up sessions is to ensure that the Student Leaders are out and about ensuring that they are hearing and liaising with students on the ground. At this particular pop-up, we gave away free hot drinks and food whilst promoting the Housing Fayre, ASM and other events that were being held within the Students' Union

I spent time in Liverpool this month at NUS' Strategic Conversations Conference which centred around the progression of NUS' strategic aims. Workshops included those in relation to the Higher Education reforms as well as how Student Officers can ensure the successes of their commercial entities within their unions. Some of these talks were particularly useful and included tips and tricks that could be implemented here at Lincoln

The second All Student Members' meeting was held this month, with 118 students in attendance. Whilst we did not hit the 150 mark to be able to pass policy, a few proposals were voted to be taken to referendum at a later date in the academic

year. During this ASM, VP Academic Affairs (Tommy George) presented information on HE reforms and the establishment of the Office for Students. This formed part of the consultation information that would be fed back to the relevant bodies.

Further activities this month have included the first round of pitches for our Swans' Den initiative. More than £7,500 was invested into start up ideas pitched by our students. Students can still apply for the second round of pitches in the New Year.

This month has seen issues regarding PGR students arise. These issues include the remuneration of these students (who have teaching responsibilities) as well as working conditions. Myself and VPAA Tommy George have been established contact with other Students' Unions who have built an excellent profile in regard to PG representation, particularly PGR issues. We are going to be compiling examples of best practice to see how best we can help our PG cohorts alongside our PGT and PGR officers.

I conducted a focus group session with course reps at our most recent rep forum and was able to gather some key feedback regarding how one of the my objectives (University of Lincoln app) will amass itself and the identity and form that it will take. This was a useful session that will hopefully feed into the work being done to ensure that we get the commitment from the university to ensure that this body of work is realised.

This month there have also been instances where Executive Committee Chair's powers were enacted to put in motion business critical actions. Examples of this have been the co-opting of student reps as well as the approval of grant funding to sports and societies, which was time critical prior to the close of business for the Christmas break. This will be retrospectively minuted in the first Executive Committee of the new year.

As a result of the actions taken by the Executive Committee to issue immediate bans to members who are identified throwing bottles in the Engine Shed, there has been a marked decrease in the incidents that have been reported. This is great news as it ensures the safety of our members in our venues.

## **SUggestions**

Thus far this academic year, 79 SUggestions (at the time of writing) have been put forward by students. This past month I have been working to ensure that we are able to get a quick turnaround of SUggestions that pass the threshold of votes. Thus far we have secured the following SUggestions

Current SUggestions assigned to myself include:

- Water fountains
  - Come the New Year, four new water dispensers will be installed in the library as a result of an SUggestion
- Printer in AAD West

- VPAA Tommy George has worked alongside IT to source a new printer to go onto the fourth floor of the Art and Architecture as a result of an SUGgestion
- Hoodies for International Students
  - VPI Sophia Liu has been working with DVC Toby Wilkinson to ensure that International Students, similar to home students, will receive a hoody should Lincoln be their first institution of choice and they enrol here
- Flyering for Quack and Propaganda
  - I have worked with the commercial department within the SU to see how we can reduce our flyering impact for our Quack and Propaganda nights. It has been established that moving forwards, end of night flyering will be stopped ensure that we are more environmentally friendly and reduce the litter that is often found on campus.

Below is an updated Operational Plan which highlights the progress made on my objectives and KPIs thus far this year.

**Kudzai Muzangaza**  
**University of Lincoln Students' Union President**

**Our Vision:**  
**A Students' Union where every Lincoln student has a great experience and is encouraged and assisted to fulfil their potential both at University and in life.**

**We will ensure what we do is:**

**Quality                      Nurturing                      Strong                      Honest                      Approachable                      Dynamic**

**Key Themes from 2017-18 Strategy:**

1	Effectively Representing Our Members
2	Providing Independent, Impartial Advice
3	Making Students More Employable and Work Ready
4	Enabling Our Members to Lead Active Lifestyles, Build Friendships, and Grow in Confidence
5	Providing a Diverse Range of Student Led Trips and Events
6	Creating a University of Lincoln Student Community

**KEY PERFORMANCE INDICATORS (KPIs) (preferably no more than 6)**

- 100 SUGGESTIONS submitted in the 17/18 academic year
- 75 hours **averaged** collectively by the Student Leaders on their weekly GOATING time (equates to 3 hours/day)
- University commitment to the development of a mobile application
- 60% are aware of their influence in decision making
- 80% satisfied with the performance of the President during the 17/18 academic year

Key Theme	OBJECTIVE (Must be SMART)	ACTION	RESPONSIBILITY	RESOURCES REQUIRED	PROGRESS TO DATE
1, 4	<p><b>1. To empower students through awareness of what the union does for them and how they can have an impact.</b></p> <p>We will ensure that students feel empowered and that they understand the impact they can have on decisions made within their union, the community and the wider world</p> <p>This will be measured through an increase in use of the SUGGESTIONS and Petitions platform on the union website where an average of 3 SUGGESTIONS are to be put forward by the student body for every week of the academic year</p> <p><b>(KPI 1, 2, 4)</b></p>	<p>GOATING</p> <ul style="list-style-type: none"> <li>- Engage with student staff</li> <li>- Engage with student volunteers</li> <li>- Liaise with university student ambassadors</li> </ul> <p>At least 2 Student Leaders (where appropriate) at every academic, activities and student focused forum:</p> <ul style="list-style-type: none"> <li>- Rep Forum</li> <li>- PG Forum</li> <li>- SRG</li> <li>- Societies Hub</li> <li>- Sports Hub</li> <li>- Activities Hub</li> <li>- ISA</li> </ul> <p>GOATING</p> <p>Use of social media</p> <ul style="list-style-type: none"> <li>- Promoting the SUGGESTIONS and Petitions platform                             <ul style="list-style-type: none"> <li>o Post updates on Twitter, Facebook, Snapchat, Instagram</li> <li>o Use signage system for cross-campus dissemination of information</li> </ul> </li> </ul>	<p>KM, Tommy George (TM), Luke Exton (LE), Sophia Lui (SL), Connor Delany (CD), Jane Kilby (JK)</p> <p>Student Voice, Activities</p>	<ul style="list-style-type: none"> <li>- Time</li> <li>- Access to social media accounts</li> <li>- Marketing materials</li> <li>- Social media graphics</li> <li>- Live streaming services</li> <li>- Cross campus signage                             <ul style="list-style-type: none"> <li>o ASM</li> <li>o SUGGESTIONS</li> <li>o Petitions</li> </ul> </li> <li>- University Contacts</li> </ul>	<ul style="list-style-type: none"> <li>- <i>Free printing SUGGESTION completed</i></li> <li>- <b>Outbound post-box SUGGESTION completed</b></li> <li>- <b>Open Arts Shop longer SUGGESTION completed</b></li> <li>- <b>Plug sockets in lecture theatres SUGGESTION completed</b></li> <li>- Walk in centre petition totalled 1243 signatures</li> <li>- President updates live – initial one done in November</li> <li>- Promotion to students of the London Free Education Protest</li> </ul> <p><b>September SUGGESTIONS:</b></p> <ol style="list-style-type: none"> <li><b>1. A ball</b></li> <li>Get Smarter with Smarties</li> <li>Free Snacks in the library for after hours and assessment times</li> <li><b>4. New standing computer desks in the library with no time limit</b></li> <li><b>5. Move careers back out of the library</b></li> <li><b>6. Reading lists should be uploaded to blackboard a month in advance</b></li> <li><b>7. Make adverts sent from the Students' Union to university email addresses opt-out</b></li> <li><b>8. More signpost about activities</b></li> </ol>

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					<p>9. <b>Create a page on the SU website listing society run events</b></p> <p>10. <b>Bring back ID cards that have expiry dates on them!</b></p> <p>11. Second hand book store</p> <p>12. Enforce the "Students Only" rule at Tower Bar</p> <p>13. <b>On site shop for university sports kit</b></p> <p><b>October SUGGESTIONS:</b></p> <p>14. <b>Learning materials to be uploaded early or on the same day as the lecture/seminar/workshop</b></p> <p>15. <b>On Students' Union election pages, provide a brief description of the role the candidates are running for</b></p> <p>16. <b>Bring a wider variety of cocktails to The Swan 2 for £6.50 menu</b></p> <p>17. <b>A small shop near the courts</b></p> <p>18. Library loans</p> <p>19. Have secure storage or rented lockers</p> <p>20. <b>Get a printer on 4<sup>th</sup> floor studio in AAD West</b></p> <p>21. <b>Revise the signage around the university</b></p> <p>22. <b>Free Uni hoodies for international students</b></p> <p>23. set meal in MB quad</p> <p>24. Free Uni Hoodies for International Students</p> <p>25. Online or On-Campus clothing stores</p> <p>26. Free membership for committee members</p> <p>27. All drinks to be served in plastic cups</p> <p>28. <b>Train lecturers how to use Powerpoint and other basic IT skills</b></p> <p>29. Complaint and Suggestion - Everything is tooooooooooo expensive in the university.... We are students! Not rich people...</p> <p>30. <b>Add a search bar into the SU website.</b></p> <p>31. <b>No more doorbell at the swan</b></p> <p>32. <b>Student IT Superusers</b></p> <p>33. <b>Vending machines in the library that accept cards</b></p> <p>34. Always have module handbooks listed at the top of module reading lists online</p> <p>35. <b>Cushions in the sports centre</b></p> <p>36. <b>Install Springboards down the middle of the Sports Hall</b></p> <p>37. Third years and masters students should be able to have lockers in the library</p> <p>38. A lecture in the first academic week that gives freshers top tips about basic things that happen at UoL - Tips and Tricks</p> <p>39. <b>Charity Clothes Bin on Campus</b></p> <p>40. <b>Mirrors closer to the power rack in the gym.</b></p> <p>41. <b>Provide a how-to overview of room technology at lecture podiums</b></p> <p>42. A lecture in the first academic week that gives freshers top tips about basic things that happen at UoL – Tips and Tricks</p> <p>43. <b>Better enforcement of silent library on the third floor</b></p> <p><b>November Suggestions:</b></p> <p>44. <b>Careers Fair - Spring time (March/April)</b></p> <p>45. <b>The SU should stop printing flyers for Quack and Propaganda</b></p> <p>46. <b>Stop giving out plastic straws at tower bar, the swan and other uni facilities</b></p>

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					<p>47. <b>Play music in main buildings</b>  48. Fine and Performing arts assessments feedback filmed  49. Cages around fire alarms in the sports centre  50. <b>Sanitary towels to be available in women's bathrooms throughout university</b>  51. <b>Have (at least) 1 free language course per year for students</b>  52. <b>Safe space for mental health crisis</b>  53. <b>We need nap pods</b>  54. <b>The University gym should be accessible to members 24/7</b>  55. <b>Designated smoking areas near the library</b>  56. Sports kit shop on site rather than just online (*Resubmission)  57. <b>Fix the lift in AAD east</b>  58. <b>all 3rd years to have access to computer labs outside of timetabled classes/workshops</b>  59. <b>Blood Drive on Campus</b>  60. <b>More Computers in AAD West building</b>  61. Discount card for Alumni students  62. Better Registration System - less queues to sign registers and less paper waste  63. Free To Use 'Umbrella Drop-Off Points' VOTE UP NOW :)  64. A campaign/advertisement from the SU in order to advertise alternative transport arrangements and changing facilities on campus  65. Microwave in the Library</p> <p><b><u>December SUGgestions:</u></b>  66. Path across the green opposite science building to the science building from the roundabout pathway  67. Fix the price labelling of Oreos (and other snacks?) in campus vending machines.  68. Introduce a combined Student/NUS ID  69. Vending machines  70. Mulled Wine / Spiced Cider Served.  71. Air Conditioning Control  72. Putting the end and start date of your course on Student ID Cards  73. Open another entrance for the Isaac Newton Building  74. INB is too cold! Make it warmer so we can actually work in there without freezing to death.  75. Separate queues at Quack for ticket holders  76. Card machines to be installed at Quack entry  77. Loyalty cards for The Swan  78. THE BUDDY FOR THE FIRST YEARS  79. 24 hours costa in the library.</p>
1	<p><b>2. To improve the current democratic structures in place to better represent all students</b></p> <p>We will ensure that improvements are made on current representative structures in the union</p> <p>A democratic and governance review to assess the impact of All Student Members' Meetings, SUGgestions, Petitions and other structures (where appropriate) will be conducted</p> <ul style="list-style-type: none"> <li>- This will be through dialogues and open forums with all students</li> </ul>	<p>GOATing:</p> <ul style="list-style-type: none"> <li>- Attend Rep Forum and Senior Rep Groups where appropriate to: <ul style="list-style-type: none"> <li>o Conduct surveys and focus groups with engaged and non-engaged students: <ul style="list-style-type: none"> <li>▪ **non-engaged students &gt;&gt; how do the current systems in place suit their needs and accessibility with the union</li> </ul> </li> </ul> </li> </ul>	KM, TM, JenB (Jennifer Barnes)	<ul style="list-style-type: none"> <li>- Time</li> <li>- Promo material <ul style="list-style-type: none"> <li>▪ ASM</li> <li>▪ SUGgestions</li> <li>▪ Petitions</li> </ul> </li> <li>- Incentives for attendance to focus groups – Amazon Vouchers (50 x £10 = £500)</li> </ul>	<ul style="list-style-type: none"> <li>- Bye-law changes proposed to Chief Exec and Student Voice team</li> <li>- Presentation/Consultation with volunteer officers and SU Activators</li> <li>- Bye-law changes approved at Executive Committee</li> <li>- Bye-law changes consulted with <i>small</i> number of students</li> <li>- Tuition fees policy submitted for ASM</li> </ul>

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	<ul style="list-style-type: none"> <li>- Compiling evidence of the methods of representation most accessible and appealing to students</li> <li>- Considering the impact of these reviews in reference to all student demographics</li> <li>- Review forms of accountability</li> </ul> <p>A proposal will be brought forward to the student body highlighting key structural democratic recommendations/changes</p> <p><b>(KPI 1, 2, 5)</b></p>	<ul style="list-style-type: none"> <li>- Societies, Sports and Activities Hub <ul style="list-style-type: none"> <li>o Engage in conversations with committees, gather consensus over the way the democratic structures currently in place work, particularly for sports and societies</li> </ul> </li> <li>- ISA <ul style="list-style-type: none"> <li>o Act on some recommendations from the IRP report in terms of engagement of international students</li> </ul> </li> <li>- Liberation &amp; Campaigns groups <ul style="list-style-type: none"> <li>o Ensure the liberation voice is promoted and gather opinion from these groups as to how they would like the union structures to better represent them</li> </ul> </li> </ul> <p>Collaborate and look at models from other unions and organisations.</p> <ul style="list-style-type: none"> <li>- Compile list of similarly sized unions and open dialogues on their democratic procedures</li> <li>- Look at models proposed by NUS and look at ways in which the national standard can be implemented at a local level</li> </ul>	<p>KM, LE</p> <p>KM, SL</p> <p>KM, CD</p> <p>KM, James Brooks (JB)</p>	<ul style="list-style-type: none"> <li>- Access to social media accounts</li> <li>- Contacts</li> </ul>	<ul style="list-style-type: none"> <li>- Freedom of speech policy submitted for ASM</li> <li>- Promotion for ASM conducted</li> <li>- ASM held <ul style="list-style-type: none"> <li>o Quorate meeting with 90 student members</li> <li>o Freedom of speech policy voted through</li> <li>o Tuition fees policy voted through</li> <li>o <b>Bye-law amendments and Articles of Association amendments voted through</b></li> </ul> </li> <li>- Bye-Laws and Articles of Association approved by Board of Trustees</li> </ul>
<p><b>1, 4, 5, 6</b></p>	<p><b>3. To be present and engaging with students, on the ground.</b></p> <p>We will strive to have direct, impactful and active engagement with the student body. Student leaders will be present on campus, ensuring that students know who they are and what it is they do.</p> <p>We will strive to break down barriers of accessibility by having drop-in hours/stands in various locations on campus</p> <p><b>(KPI 2, 3)</b></p>	<p>GOATing</p> <ul style="list-style-type: none"> <li>- At least 1 student leader will be present at every event (where appropriate) organised, hosted or in collaboration with the Students' Union (e.g. club nights, trips, conferences, fairs, forums etc.)</li> <li>- At least 2 student leaders will be present at one or more #WeAreLincoln sporting events all throughout the academic calendar</li> </ul> <p>Liaise with the university to have bi-weekly stands on campus</p> <p>Get list of events organised, hosted or in collaboration with the SU:</p> <ul style="list-style-type: none"> <li>- Rota longstanding and recurring events with student leaders</li> <li>- At least one student leader at Quack! events</li> </ul>	<p>KM, LE, SL, CD, TG Lorna Cruickshank (LC)</p> <p>KM</p> <p>Hannah Coleman (HC)</p> <p>Michael Redpath (MR),</p>	<ul style="list-style-type: none"> <li>- Time</li> <li>- Promotional material for events e.g. branded clothing etc. (Hoodies + T-Shirts &gt; 5x £100 per SL = £500)</li> </ul> <p>Allowances for travel (1000 miles fuel allowance ... 45p-50p/mile = £450/£500)</p>	<ul style="list-style-type: none"> <li>- Time analysis to be incorporated into monthly Student Leader reports</li> <li>- Time analysis to be broken down by percentages to better assess timings</li> <li>- Student leaders assigned to Freshers' Week events to maximise GOATing</li> <li>- Quack promotional kit for Student Leaders</li> <li>- GOATing hours being summarised at the end of weekly analysis</li> <li>- SUMS module created to collect GOATing feedback</li> <li>- <b>September GOATing Hours</b> <ul style="list-style-type: none"> <li>o 440.25 ≈ 110 hours p/w <ul style="list-style-type: none"> <li>▪ Freshers Week noted as 37 hours GOATing for all Student Leaders = 185 hours that week</li> </ul> </li> </ul> </li> <li>- <b>October GOATing Hours</b> <ul style="list-style-type: none"> <li>o 380.50 ≈ 95.125 hours p/w</li> </ul> </li> <li>- <b>November GOATing Hours</b> <ul style="list-style-type: none"> <li>o 370.50 ≈ 92.625 hours p/w</li> </ul> </li> </ul>

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1, 6	<p><b>4. To have a commitment from the university to put resources towards building a UoL students' app</b></p> <p>We will work with the university to put forward the digital needs to our members.</p> <p>This will encompass a platform whereby all the resources students need are <b>integrated</b> meaning they are readily and easily accessible for example:</p> <ul style="list-style-type: none"> <li>- Timetables</li> <li>- Library resources <ul style="list-style-type: none"> <li>o *Pre-booking computers</li> <li>o Check-in/out systems for room bookings</li> <li>o Immersive mobile compatibility with the library map</li> </ul> </li> <li>- Printing <ul style="list-style-type: none"> <li>o Better integration of services</li> <li>o Easier methods of topping up printing credit</li> </ul> </li> <li>- Sports <ul style="list-style-type: none"> <li>o Booking of Sports Centre resources</li> <li>o #WeAreLincoln promotion – BUCS leagues – scores updates etc.</li> </ul> </li> </ul> <p>We will consult and have open dialogues with students to gauge engagement through technology and put forward to the university which platforms are best for students to feel integrated and have a wholesome experience at Lincoln, as well as the resources they would like on such a platform</p> <p><b>(KPI 3)</b></p>	<p>Assess current digital resources accessible to students</p> <ul style="list-style-type: none"> <li>- GOATing</li> <li>- Conduct surveys and focus groups <ul style="list-style-type: none"> <li>o Through rep forums and senior rep groups</li> </ul> </li> </ul> <p>Apprenticeship Challenge</p> <ul style="list-style-type: none"> <li>- Activities App Design <ul style="list-style-type: none"> <li>o Liaise with and VPA to work alongside activities and students involved in the app design</li> </ul> </li> </ul> <p>Establish contacts with other unions</p> <ul style="list-style-type: none"> <li>- Those with apps <ul style="list-style-type: none"> <li>o Successes</li> <li>o Failures</li> </ul> </li> <li>- Discuss functionality and features</li> </ul> <p>Establish university contacts relevant to this area</p> <ul style="list-style-type: none"> <li>- ICT, Digital Education <ul style="list-style-type: none"> <li>o Establish the viability of this kind of platform</li> <li>o What functionality could be incorporated from university services?</li> </ul> </li> <li>- SUMS <ul style="list-style-type: none"> <li>o What capabilities can be incorporated on this kind of platform</li> </ul> </li> </ul>	<p>Marketing + Comms</p> <p>KM, TG</p> <p>KM, LE</p> <p>KM</p> <p>KM, JB</p> <p>KM, JB, AB (Alan Bage)</p>	<ul style="list-style-type: none"> <li>- Time</li> <li>- University contacts</li> <li>- Other union contacts</li> <li>- External expertise</li> </ul>	<ul style="list-style-type: none"> <li>- Opened a dialogue with DVCs Julian Free and Sue Rigby to explore the practicalities and purpose of the resource</li> <li>- Consulting with students (SU Activators and Volunteer Officers)</li> <li>- Meeting with University Registrar and Director of ICT to discuss next steps <ul style="list-style-type: none"> <li>o Establish focus groups with engaged students</li> <li>o Member of ICT as consultant on feasibility</li> </ul> </li> <li>- Trip to Newcastle Students' Union has given an overview over how the app could prove useful in Lincoln</li> <li>- Dialogue established with members of the NUSU faculty</li> <li>- Shared the adobexd files to their app which gives rudimentary view over the functionality and how they use the app</li> <li>- Information forwarded to Julian Free <ul style="list-style-type: none"> <li>o Has encouraged that we gather further information, particularly with students to establish what we would want this to look like for Lincoln</li> </ul> </li> <li>- Conducted open discussion at Rep Forum <ul style="list-style-type: none"> <li>o Gathered key info on how students view the idea of the app (11/12/17)</li> </ul> </li> </ul>
1,3, 4, 6	<p><b>5. To help facilitate at least 3 priority campaigns by Student Leaders</b></p> <p>Student leaders will work throughout the year to promote awareness for key issues affecting and concerning students</p> <p>We will ensure that priority campaigns consider the entire union and all services available to students</p> <p>We will work collaboratively with these campaigns, ensuring that the strategic aims of the union are met.</p> <p><b>(KPI 2, 5)</b></p>	<ul style="list-style-type: none"> <li>- Put checks in place that ensure priority campaigns are at the forefront</li> <li>- Consolidate all the information from respective student leaders within their own remits and assess how these contribute to the priority campaigns</li> <li>- Ensure that student leaders are pushing the same agenda to ensure the best representative action for students concerned</li> <li>- Work alongside the university to ensure that priority campaigns have maximum reach to all student demographics</li> </ul>	<p>JB, HC, KM, TG, LE, SL, CD</p> <p>Marketing + Comms</p>	<ul style="list-style-type: none"> <li>- Time</li> </ul>	<p><b>Lincoln Walk-in Centre Campaign</b></p> <ul style="list-style-type: none"> <li>- Campaigned against the closure of the walk-in centre</li> <li>- Two open letters <ul style="list-style-type: none"> <li>o Secretary of Health</li> <li>o LWCCG Board</li> </ul> </li> <li>- Meeting with LWCCG</li> <li>- Attended consultation drop ins with Student Leaders</li> <li>- Attended Lincoln City Council Leadership Scrutiny Committee – Voiced student opinion on consultation</li> <li>- Interview with BBC Radio Lincolnshire</li> <li>- Walk in centre petition totalled 1243 signatures</li> <li>- Walk in centre decision made – will remain open over winter period – with re-evaluation early next year</li> <li>- Meeting with LWCCG + University Health Centre</li> <li>- Patient Participation Group Established</li> <li>- Provision of prophylactics to University Health Centre to be supplied to members of the Students' Union</li> </ul>

To finish, I would like to wish all our members a Merry Christmas and happy New Year! We look forward to seeing you all next semester!

# Merry Christmas

From your Students' Union

