



## Faculty Voice Committee (FVC) and Liberation, Equality, Diversity and Inclusion Committee (LEDIC)

29th October 2021, 15:00-17:00

1.1 Welcome, apologies and absences, including newly elected members	Cavya Antony	<i>To note</i>	Verbal
1.2 Terms of reference*	Cavya Antony	<i>To note</i>	
1.3 Minutes of the last meeting	Cavya Antony	<i>To approve</i>	26/21
1.4 Actions & matters arising from last meeting	Cavya Antony	<i>To discuss</i>	27/21
<b>2. Items for Discussion</b>			
<b>2.1 Changes to Bye-Laws</b> A proposal to update the bye-laws allowing the creation of a part -time Healthcare Practice Students Rep as part of the Executive Committee from 2022. Voting will take place in the meeting subject to quoracy (14)	Guest Speaker: Demi Smith	<i>To Approve</i>	28/21
<b>3. Faculty Rep Updates</b> <i>All representatives to introduce their projects and campaigns and seek support and input from others</i>	All Faculty Reps	<i>To discuss and action</i>	Verbal
<b>4. Campaign Rep Updates</b> <i>All representatives to introduce their projects and campaigns and seek support and input from others</i>	All Campaign Reps	<i>To discuss and action</i>	Verbal
<b>5. Executive Officer reports</b> <i>Officers may select one or two campaigns to update on and seek support and input</i>			
5.1 President	Cavya Antony	<i>To discuss</i>	Verbal
5.2 Vice President (Business & Law)	Ash Salim	<i>To discuss</i>	Verbal
5.3 Vice President (Arts, Humanities & Social Sciences)	Sobin Sojan	<i>To discuss</i>	Verbal
5.4 Vice President (Health, Education, Medicine & Social Care)	Divya Agarwal	<i>To discuss</i>	Verbal
5.5 Vice President (Science & Engineering)	Kevin Joy	<i>To discuss</i>	Verbal

<b>6. (2pm) Break Out Sessions:</b> <b>6.1 Campaign Reps; Equality Networks</b> Introduction to Equality networks and how to use them by our comms team  <b>6.2 Faculty Reps and Officers: Education Strategy</b> Panel discussion on the new Education Strategy	Guest Speaker: Tony Bickley#  Guest Speaker: Bettina Mills	<i>To note</i>  <i>To discuss</i>	Verbal (to be recorded)  Verbal
<b>10. Any Other Business</b>  <b>10.1 The Group Chat</b> A brief update / reminder on the responsibilities of Exec in regard to the Group Chat (Student Members Meeting) on 24 <sup>th</sup> November	Fraser Luther-Yarwood	<i>To Note</i>	Verbal
Date of next meeting: TBC November 2021			

\*Starred items will only be discussed if there are items under these headings

ITEM	ACTION	OWNER	UPDATE
Carried Over Actions:			
New Actions:			
2.2	Provide required sizes for hoodies to EH via chat or email	ALL	Partially complete
2.3	Please email EH to take on committee places or request more info: 4 x Reps: Student Experience Committee, 1 x PGT Rep: Academic Standards and Quality Committee, 1 x UG Rep: Student Matters Committee (Board of Governors)	ALL	Partially Complete
2.3	EH to update committee memberships and inform secretaries.	EH	Complete

## Executive Committee (FVC and LEDIC) Minutes; 22<sup>nd</sup> September 2021, 11:00-13:00

Item		Action																																																																								
1.	<p><b>1.1 Attendance</b> P = Present, Ap = Apologies, A = Absent</p> <p><b>1.1.1 Members</b></p> <table> <tr> <td>Cavya Antony</td><td>President (CHAIR)</td><td>P</td></tr> <tr> <td>Sobin Sojan</td><td>Vice President: Arts, Humanities, and Social Sciences</td><td>Ap</td></tr> <tr> <td>Ashique Salim</td><td>Vice President: Business &amp; Law</td><td>P</td></tr> <tr> <td>Divya Agarwal</td><td>Vice President: Health Education Medicine &amp; Social Care</td><td>P</td></tr> <tr> <td>Kevin Long</td><td>Vice President: Science and Engineering</td><td>Ap</td></tr> <tr> <td>Abbie Harper</td><td>AHSS Faculty Rep</td><td>A</td></tr> <tr> <td>Wonda Grobbelaar</td><td>B&amp;L Faculty Rep (Chelmsford)</td><td>P</td></tr> <tr> <td>Abu Suresh</td><td>B&amp;L Faculty Rep (Cambridge)</td><td>A</td></tr> <tr> <td>Ines Da Silva Correia</td><td>HEMS Faculty Rep (Chelmsford)</td><td>P</td></tr> <tr> <td>Lucy Barton</td><td>HEMS Faculty Rep (Cambridge)</td><td>A</td></tr> <tr> <td>Cal O'Connor</td><td>HEMS Faculty Rep (Cambridge)</td><td>A</td></tr> <tr> <td>Elle Rimmer</td><td>HEMS Faculty Rep (Peterborough)</td><td>A</td></tr> <tr> <td>Olubenga Oluwatominyi</td><td>BME Students Rep (Chelmsford)</td><td>P</td></tr> <tr> <td>Tiegan-Leigh Everitt</td><td>Disabled Students Rep (Cambridge)</td><td>Ap</td></tr> <tr> <td>Akshay Kumbalath</td><td>International Students Rep (Chelmsford)</td><td>Ap</td></tr> <tr> <td>Robin Robert</td><td>International Students Rep (Cambridge)</td><td>A</td></tr> <tr> <td>Charlotte Fraser-Williams</td><td>LGBT+ Students Rep (Chelmsford)</td><td>P</td></tr> <tr> <td>Kat Persaud</td><td>LGBT+ Students Rep (Cambridge)</td><td>A</td></tr> <tr> <td>Neethu Jose</td><td>Women's Rep (Chelmsford)</td><td>A</td></tr> <tr> <td>Chelsea-Marie Cochrane</td><td>Women's Rep (Cambridge)</td><td>Ap</td></tr> <tr> <td>Maddison Taylor</td><td>Mental Health Rep (Chelmsford)</td><td>P</td></tr> <tr> <td>Alina Clarke</td><td>Mental Health Rep (Chelmsford)</td><td>P</td></tr> </table> <p><b>1.1.2 Observers</b></p> <table> <tr> <td>Emma Howes</td><td>Engagement Manager</td><td>P</td></tr> <tr> <td>Rose Guy</td><td>Director of Advocacy and Engagement</td><td>P</td></tr> </table> <p><b>1.2 Terms Of Reference*</b></p> <p><b>1.3 Minutes of the last meeting</b> CA: all approved</p> <p><b>1.4 Actions Arising</b> CA: No matters arising</p>	Cavya Antony	President (CHAIR)	P	Sobin Sojan	Vice President: Arts, Humanities, and Social Sciences	Ap	Ashique Salim	Vice President: Business & Law	P	Divya Agarwal	Vice President: Health Education Medicine & Social Care	P	Kevin Long	Vice President: Science and Engineering	Ap	Abbie Harper	AHSS Faculty Rep	A	Wonda Grobbelaar	B&L Faculty Rep (Chelmsford)	P	Abu Suresh	B&L Faculty Rep (Cambridge)	A	Ines Da Silva Correia	HEMS Faculty Rep (Chelmsford)	P	Lucy Barton	HEMS Faculty Rep (Cambridge)	A	Cal O'Connor	HEMS Faculty Rep (Cambridge)	A	Elle Rimmer	HEMS Faculty Rep (Peterborough)	A	Olubenga Oluwatominyi	BME Students Rep (Chelmsford)	P	Tiegan-Leigh Everitt	Disabled Students Rep (Cambridge)	Ap	Akshay Kumbalath	International Students Rep (Chelmsford)	Ap	Robin Robert	International Students Rep (Cambridge)	A	Charlotte Fraser-Williams	LGBT+ Students Rep (Chelmsford)	P	Kat Persaud	LGBT+ Students Rep (Cambridge)	A	Neethu Jose	Women's Rep (Chelmsford)	A	Chelsea-Marie Cochrane	Women's Rep (Cambridge)	Ap	Maddison Taylor	Mental Health Rep (Chelmsford)	P	Alina Clarke	Mental Health Rep (Chelmsford)	P	Emma Howes	Engagement Manager	P	Rose Guy	Director of Advocacy and Engagement	P	
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2.	<p><b>2. Items for Discussion</b></p> <p><b>2.1 Student Trustee Update</b> CA: The 2 student trustees were approved by a quorate vote of Executive Committee. RG: Clarified process of appointment.</p> <p><b>2.2 Exec Uniform</b> EH: Please put in the chat or email Emma size for Exec uniform.</p> <p><b>2.3 Committee-ments</b> EH: Listed current vacancies on senate and other committees CFW: Will take the UG place on ASQ WG: Would like to attend Student Matters OO: Would like to attend Student Matters EH: Outstanding spaces – 4 x Reps: SEC, 1 x PGT Rep: ASQ, 1 x UG Rep: Student Matters Please email or add to the chat if you would like to take these on. I will inform committees of new attendees.</p>	All
3.	<p><b>Faculty Rep Updates:</b></p> <p><b>3.1 Faculty Rep B&amp;L Chelmsford:</b> WG: Problems raised by students: misunderstanding rules or processes and problems caused by communication issues. EH: Direct individuals to advice team. Gather further feedback and identify key aspects of communications causing problems (eg: module guides / registration / course tutor emails.) Work with Rep Coordinator Harriet Ratty to report to FPT / FEC with issues. RG: Once course reps are elected we can support you to consult more widely.</p> <p><b>3.2 Faculty Rep HEMS Chelmsford:</b> IC: How do I reach out to students? EH: For canvas communications and faculty newsletters you can discuss with faculty staff in FPT. For direct communications the SU can support and help send info or arrange forums and drop ins, but this will be more effective once course reps are in place due to the size of the HEMS faculty. (15,000+ students)</p>	
4.	<p><b>Campaign Rep Updates</b></p> <p><b>4.1 BME Rep Chelmsford</b> OO: How do I reach out to BME students? EH: We will be establishing a network for each campaign rep and will support you to use this and get sign ups. We can help you to be involved in or organise events eg: history months. We will also have 2 new staff members who will be your campaigns support from next week; Joe Bunkle in Cambridge and Fraser Luther-Yarwood in Chelmsford CFW: Networks will be helpful to reach an audience beyond your course and for a protected characteristics. IC: Would canvas announcement be allowed? RG: We can reach out to all students in you faculty through your rep coordinator. Through your committees you will access to faculty newsletters / canvas etc. Our comms team can help you with eg: social media profiles. CA: We can all work together and we have a powerful voice together!</p>	
5.	<p><b>Executive Committee Updates:</b></p> <p><b>5.1 President:</b> CA: Teaching has started and we have had complaints from staff about student's behaviour re: COVID expectations / social distancing. MT: What are the current rules? CA: Mask inside buildings are encouraged but not mandatory.</p>	

RG: Staff may be concerned if they have underlying conditions (which they do not need to reveal), but government guidelines do not mandate mask wearing.  
 MT: It is not clear that mask wearing is encouraged indoors and many are not wearing them perhaps because they are unaware. Unless it is mandatory it is individual choice.

CA: Planning a campaign on mandatory EDI training for all students. Based on feedback about insensitivity regarding protected characteristics. Addressing discrimination and disrespect in student to student interactions. Not clear yet how to deliver this.

CFW: Would like to be involved in this campaign. NHS provide basic inclusivity training as an example.

CA: I want to reduce student services (IT / Library) email response times. 5 working times is a long time and student feedback says these deadlines are being missed.

CFW: These waiting times have delayed my registration and some take weeks to respond. A more honest timescale notification might stop some of the frustration.

CA: We know a lot of this is caused by the time of year as new students make the services very busy. But this still needs resolving – especially as it is impacting on students commencing their studies.

## **5.2 VP Business and Law**

AS: Placement programme campaign. Started meeting with the placement manager to discuss what steps we might need to take to increase placement programmes.

AS: Accommodation contracts campaign. I met with accommodation working group and plan to do data collection through focus groups in Jan or Feb and online.

AS: I want to speak with WG prior to FPT to discuss communication issues in B&L. This is linked to the whole team campaign which CA discussed.

AS: Supporting an app linked to the incubation centre to share ideas and innovation. Will share when completed.

## **5.3 VP Health Education Medicine and Social Care**

DA: Started working on sanitary provision – the university has agreed to put vending machines into gender neutral as well as female bathrooms.

DA: I would like to support students to contribute to foodbanks / collect free food on campus to share and be more sustainable. I have started speaking to the Uni about this.

DA: Men's wellbeing and language barriers. Speaking in a second language makes discussing emotions and wellbeing more challenging. I have spoken to counselling team about how to bring language support into these spaces or hire online services. I raised concerns raised by Exec regarding the language used on forms for counselling services. The team are also looking to recruit more BAME counsellors.

DA: Working with faculty staff and LB on the faculty newsletter and we will be creating this in the next couple of months.

IC: I would like to support this too.

DA: Met with Catherine Lee to discuss wellbeing training for students in HEMS.

## **5.4 VP Arts Humanities and Social Sciences**

CA: SS wants to implement UMI app for supporting social meet ups for students.

	<p>CA: SS also wants to work on staff shortages and the impact on communication times for students.</p> <p><b>5.5 VP Science &amp; Engineering</b></p> <p>CA: KJ has an Employability campaign: On campus recruitment and webinars with industry experts to improve employability after graduation.</p> <p>CA: KJ will be looking at delivering different world wide cuisine through ARU canteens.</p>	
6.	<p><b>6. Equality networks:</b></p> <p>This training / support will be for the Campaign Rep Equality Networks implementation. Due to leave in the comms team this will be rolled over to next meeting</p>	
7.	<b>7. Campaign Ideas*</b>	
8.	<b>8. Policy Implementation*</b>	
9.	<p><b>9. Budget</b></p> <p>EH: Outline of budget requests process and funds remaining (£5000).</p> <p>DA: Can this be used for social events?</p> <p>EH: If they are campaigns relevant eg: Best Night Out campaign.</p>	
10.	<p><b>10. AOB</b></p> <p>10.1 CA: Please encourage each other to attend Exec and thanks to those who are here today. Please talk to us about your campaign ideas to work together on them.</p> <p>10.2 TL via email: Re communication campaign; I was waiting a month for a reply from the timetabling department and still do not have a fully accurate timetable.</p> <p>TL via email: I've been contacted by the disability service in regards to a student with autism spectrum disorder who was asking for social support at the uni. I think having some kind of buddy system for students with social/communication disabilities may be something we could look into? also any recommendation on how to go about helping this student would be greatly appreciated.</p> <p>10.3 EH: Provided update on vacant exec roles and link to recommend a friend.</p> <p>10.4 EH: Next meeting date will be assessed via doodle poll.</p> <p>CA: Thankyou for coming. We're looking forward to a good year!</p>	

**Students' Union Executive Committee 29/10/2021**  
**Vice President for Healthcare Practice Students**

**Background**

To increase the relevance and diversity of the Elected Officers within the Students' Union the working group for this project is looking to introduce a new Vice President for Healthcare Practice Students, in order to fill a candidacy and relevancy gap identified during the creation of the new Students' Union strategic plan.

**Recommendation**

The working group for this project recommends that the Executive Committee approves the changes to the Bye-Laws set out in the paper presented to the Board below.

**Demi Smith**

**Senior Representation Coordinator and HEMS Representation Coordinator**

**10/08/2021**



## **Students' Union Executive Committee - 29-10-2021**

### **Vice President for Healthcare Practice Students**

#### **Background**

When developing the new ARU Students' Union strategic plan, a need to increase the relevance and diversity of Elected Officers and better support the student body was identified in the HEMS Faculty. Although students from practice-based courses (e.g., Nursing, Midwifery, Medicine, Social Work, etc.) are well represented in part time roles, they are extremely poorly represented in candidacy for full time posts. For example, we have had only 1 candidate in the past 5 years who is an NHS placement student and candidate for full time post. This project is investigating the feasibility of the introduction of a part-time paid officer role specifically for healthcare practice/placement students. Such a role will help reduce the candidacy gap and allow us to work with the elected officer to deliver relevant campaigns and representation that will increase the executive committee's ability to engage with their constituents through the development of appropriate officer roles.

As the largest provider of higher education in nursing in England, this role will be a chance to raise the profile of ARU and ARU Students' Union as an HE provider that strives to provide the best student experience and representation possible for the student body. In our research for the introduction of this role we discovered that St Georges' University London (the oldest medical school in the UK) has no NHS, Medical or placement officers and Manchester University Medical School (the largest medical school in the UK and largest graduate provider to the NHS in NE) also has no medical or NHS officer. The introduction of this role is a chance for ARU and ARU Students' Union to provide something that no other HE institutions are providing, giving the University a unique selling point to potential students and other stakeholders.

The project team have carried out robust student consultation in the form of focus groups with HEMS students to determine student's needs with regards to officer-led representation. Students commented that they would welcome 'an advocate who has their specific knowledge and understanding' and would find the role interesting as their chosen 'professions are highly competitive and in high demand – the leadership and authority this role would give would be great experience.' Overall students were highly positive about the introduction of this role, and several expressed an interest in applying for the role if it is implemented.

In addition, the role has been discussed with faculty members in HEMS, including the Dean, Deputy Deans, and Heads of School, who are happy with how the role is looking so far. They are happy to support the Students' Union in the implementation of the role, as well as being happy to support the potential future officer when they are elected.

Finally, the funding implications of creating this part-time paid role have also been explored, with the totals coming to £8640.61 per annum including all tax and pensions costs for a 2-day per week contract (14 hour), or £13456.24 per annum for a 3-day per week (21 hour) contract. The Students' Union has discussed this funding with the HEMS Faculty, and they will be taking a paper to the HEMS Faculty Executive Team (FET) in September to clarify whether they will be able to approve funding for the role. If approved, this funding would be on a one-year pilot scheme basis with a view to including the funding in the Students' Union block grant in the future, if the pilot year produces the results we are aiming for. If the funding from HEMS is not approved at FET then this project will be unable to go ahead.

The Executive Committee will, alongside the Students' Union Board of Trustees, need to approve any changes to the bye-laws and Articles of Association to implement this new role; these changes are outlined in the Recommendations below. The Students' Union Executive Committee will also need to approve these once their regular meetings begin in the coming academic year.

#### **Recommendation**

The working group behind this project recommends that the Students' Union Executive Committee approve the changes to the Bye-Laws as detailed in the attached tracked changes documents.

#### **Articles of Association**

We are proposing no changes to the Articles of Association whilst this project is still in the pilot phase. If successful, the Board of Trustees and Executive Committee may wish to consider in the future if the Vice President (Healthcare Practice) should become a member of the Board.

### **Project Information**

The proposed measures for success of this project are:

- The HEMS Faculty will be looking at NSS results around student voice, the Students' Union, and organisation and management in order to check that satisfaction rates in relevant courses are commensurate with the university average, if not better, after the pilot year of having the VP Healthcare Practice in post.
- Within the Students' Union our initial measure for success will be interest in the role during the election, both in the form of students applying for the role and students voting for the role.
- Ongoing measures for success within the Students' Union will be the VP Healthcare Practice completing the requirements of their job description during their year in office.

Timelines for this project are presented below:

- 08/09/2021 - A version of this paper will be presented to the HEMS Faculty Executive Team (FET) for approval of the funding.
- 09/09/2021 - This paper is presented to the Students' Union Board of Trustees for approval of the changes to the bye-laws.
- September/October 2021 - The Healthcare Practice Officer proposal will be presented to the SU Executive Committee for their approval over changes to the bye-laws.
- January 2022 – Proposal accepted and changes to the bye-laws completed by Deputy Returning Officer.
- March 2022 – The Vice President for Healthcare Practice will be a position available in the election, and a student will be elected to post.
- Summer 2022 – Analysis of the pilot year of the role, with appropriate success measures completed.

**Demi Smith**

**Senior Representation Coordinator and HEMS Representation Coordinator**

**10/08/2021**

### **Appendix 1**

#### **Bye-Law 6**

##### **EXECUTIVE COMMITTEE AND ITS SUB-COMMITTEES**

Purpose: This Bye Law outlines the roles, responsibilities and ways of working of the Executive Committee and its two Sub-Committees.

1. Terms of Reference
  - 1.1 The purpose of the Executive Committee shall be to:
    - 1.1.1 Ensure policies passed by Student Members are upheld and implemented appropriately
    - 1.1.2 Lead the delivery of the representation and campaigning work of the Union

- 1.1.3 To consider and recommend the adoption of ideas suggested by students
- 1.1.4 To oversee the use of the Union campaigns budget
- 1.1.5 To ensure Union representation and campaigns consider and promote liberation, equality, diversity and inclusion.
- 1.1.6 To elect a Deputy President from within the Full Time Officer Team.

## 2. Membership

- 2.1 The Executive Committee shall be made up of the Elected Officers of the Union:
  - 2.1.1 The ~~President and Vice Presidents~~ ~~Full Time Officers~~ (President; Vice President (Arts, Humanities and Social Sciences); Vice President (Business and Law); Vice President (Health, Education, Medicine and Social ~~Care Sciences~~); Vice President (Science and Engineering); Vice President (Healthcare Practice)).
  - 2.1.2 The Faculty Reps (Arts, Humanities and Social Science Faculty Rep (Cambridge); HEMS Faculty Reps (Cambridge x2), (Chelmsford x2) and (Peterborough); Science & Engineering Faculty Reps (Cambridge) and (Chelmsford); and Business and Law Faculty Reps (Cambridge) and (Chelmsford).
  - 2.1.3 The Campaign Reps (Black and Minority Ethnic (BME) Students' Rep (Cambridge) and (Chelmsford); Disabled Students' Rep (Cambridge) and (Chelmsford); International Rep (Cambridge) and (Chelmsford); LGBT+ Students' Rep (Cambridge) and (Chelmsford); Mental Health Rep (Cambridge) and (Chelmsford); Trans Students' Rep (Cambridge) and (Chelmsford); and Women's Rep (Cambridge) and (Chelmsford).

## 3. Organisation

- 3.1 Meetings shall be held monthly during term time on a date set by the Chair, with at least five working days' notice.
- 3.2 The Chair shall be the President.
- 3.3 Extraordinary meetings may be called at the discretion of the Chair or by request of a simple majority of ordinary members to the Chair.

## 4. Faculty Voice Committee

- 4.1 The Faculty Voice Committee shall be a Sub-Committee of the Executive Committee and meet as necessary to:
  - 4.1.1 Discuss and draw together key issues and/or themes across faculties
  - 4.1.2 Plan and implement ideas, projects and campaigns to improve the educational experience of students in their Faculties
- 4.2 The membership of the Faculty Voice Committee shall be the President and Vice Presidents ~~all Full Time Officers~~ and all Faculty Reps
- 4.3 The Committee shall elect a chair from within their membership.
- 4.4 Meetings of the committee shall be called as deemed necessary by the Chair of the committee or at the request of a simple majority of members.

## 5. Liberation, Equality, Diversity and Inclusion Committee

- 5.1 The Liberation, Equality, Diversity and Inclusion Committee shall be a Sub-Committee of the Executive Committee and meet as necessary to:
  - 5.1.1 Discuss and draw together key issues and/or themes relating to the liberation, equality, diversity and inclusion of students.
  - 5.1.2 Plan and implement ideas, projects and campaigns to improve the experience of the students they represent within their named portfolios.

- 5.2 The membership of the Liberation, Equality, Diversity & Inclusion Committee shall be the President and Vice Presidents ~~all Full-Time Officers~~ and all Campaign Reps.
- 5.3 The committee shall elect a Chair from within their membership.
- 5.4 Meetings of the committee shall be called as deemed necessary by the Chair of the committee or at the request of a simple majority of members.
6. Quorum & Accountability
- 6.1 Quorum for all committees and sub-committees shall be at least half of the elected members of that committee.
- 6.2 Executive Committee Members shall be held to account through the Student Members Meeting.

## Appendix 2

### Bye-Law 4

#### ELECTIONS

1. Returning Officer
  - 1.1 The Returning Officer shall be a member of staff from the National Union of Students.
  - 1.2 The Returning Officer shall:
    - 1.2.1 be responsible for the proper conduct of the elections;
    - 1.2.2 be responsible for interpreting the election regulations;
    - 1.2.3 be responsible for producing and publicising an elections timetable.;
    - 1.2.4 make arrangements to publicise the location of voting stations together with a list of candidates;
    - 1.2.5 ensure that provision is made for all members of the Union to vote;
    - 1.2.6 rule on any contravention of the election regulations
    - 1.2.7 recommend the disqualification of candidates from an election for contravention of the Articles or the Education Act 1994; and
    - 1.2.8 undertake any duties necessary to ensure the fair and proper conduct of the election process.
2. Deputy Returning Officer
  - 1.1 There shall be a Deputy Returning Officer who shall be the Chief Executive or nominee.
  - 1.2 The Deputy Returning Officer shall be responsible for the following:
    - 1.2.1 assisting the Returning Officer in the execution of his/her duties; and
    - 1.2.2 acting in the absence of the Returning Officer.

3. Timing of elections
  - 1.1 The election of the Full-Time Officers, Campaign Reps and Faculty Reps shall take place in the second semester prior to the Easter holiday.
  - 1.2 There will be an annual election of NUS National Conference Delegates held in accordance with the rules and regulations set out by NUS.
  - 1.3 The dates of all elections, related timetables and a copy of the Election regulations shall be posted on the Union website & notice boards at least 18 University working days prior to the first day of balloting.
  
4. Eligibility & Nominations
  - 1.1 Any Student Member of the Union, as defined in Article 9 of the Articles of Association is eligible to stand for election.
  - 1.2 For elections to Campaign and Faculty Rep positions, all members normally studying at that campus are eligible to stand.
  - 1.3 Candidates wishing to stand are required to complete a nomination form.
  - 1.4 Candidates may not stand for more than one elected position, with the exception of standing additionally for National Conference Delegate.
  - 1.5 Candidates wishing to stand for or vote for the position of Vice President (Healthcare Practice) must be current students of a select list of courses agreed upon by the Deputy Returning Officer, the Dean of FHEMS, and Deputy Deans of FHEMS.
  
5. Manifestos
  - 1.1 Candidates for any/all positions must produce a manifesto.
  - 1.2 The manifesto shall be a minimum of 10 words submitted online and a photograph must be provided.
  - 1.3 The Students' Union has the right to reproduce the manifesto but may not alter the content or layout in any way. The Students' Union reserves the right not to publish a manifesto that contains defamatory material or material that contravenes the Union's Equal Opportunities Policy. The Returning Officer (or nominee) will decide if manifesto material is defamatory or contravenes the Union's Equal Opportunities Policy and their decision is final.
  - 1.4 Manifestos will be printed unabridged, with any spelling or grammatical mistakes left uncorrected by the Students' Union.
  - 1.5 Once submitted all manifestos shall be checked to ensure compliance with the Students' Union Policies or Articles and these Bye Laws. If the nominee has any issues with the content of the manifesto, the candidate shall be given the opportunity to resubmit the manifesto.
  - 1.6 The Returning Officer, or their Deputy, shall be responsible for the oversight and fair running of any formal hustings/candidate question times.
  - 1.7 Candidates will receive copies of the elections regulations to which they must adhere before balloting starts.
  
6. Balloting
  - 1.1 Balloting shall be held over a period of five University working days, concluding on the fifth day and will be conducted through an online ballot
  - 1.2 All members of the Union may vote for any full time position once they have completed the security procedures in place at the time. Campaign and Faculty Rep campus-specific posts may only be elected by members of the Union from that campus.

- 1.3 Any member of the Union who defines into the student group which a campaign rep represents will be eligible to vote in that election.
  - 1.4 Voting for Campaign and Faculty Rep posts will be restricted to members normally studying at that campus.
  - 1.5 Ballots shall bear the name of each candidate and the position being contested and a re-open nominations option.
  - 1.6 The elections shall be held in accordance with the Single Transferable Vote system or Alternative Transferable Vote system as applicable, as specified in the Electoral Reform Society publication "How to conduct an election by Single Transferable Vote" and shall be the adopted voting system.
  - 1.7 The returning officer will be responsibility for the oversight and running of any formal or informal hustings
7. Expenses
- 1.1 Candidates' campaign budgets and rates for photocopying will be publicised in advance of the elections. Provision will be made for the appropriate use of Union facilities. Expenditure for any elections materials will be reimbursed on production of receipts, provided that the expenses limit is not breached.
  - 1.2 If anyone is found to be providing false information on expenditure this is a breach of election regulations and the candidate, at the discretion of the Returning Officer, could be disqualified from the election.
8. Media
- 1.1 The Union may produce a manifesto document on behalf of all candidates, at no cost to the candidates.
  - 1.2 Candidates may use any election material they wish, as long as it conforms to the election regulations.
  - 1.3 Material produced on behalf of the candidate must not be of a defamatory nature and may not mention any other candidates in any other Students' Union election unless they are part of an official slate. It must conform to the Students' Union Equal Opportunities policy.
9. Bye Elections
- 1.1 A Bye Election may be called by the Returning Officer following if at any time there is a vacancy for a ~~Full Time Officer~~ President or Vice President, Campaign or Faculty Rep position through no candidate standing for election or the removal/withdrawal of an Elected Officer or a previously Elected Officer is no longer a Student Member.
  - 1.2 Bye Elections shall be overseen by the Returning Officer, or their delegate, in the same way as a normal election.
10. The Count
- 1.1 The count shall be conducted by the Returning Officer, or nominee.
  - 1.2 Each candidate shall have the right to send a representative to attend the count.
  - 1.3 The count shall take place in a closed area.
  - 1.4 The count shall begin as soon as is practical after the close of balloting.
  - 1.5 The Returning Officer, or nominee, will witness the online votes being counted.
- 2 Declaration of Results
- 11.1 The declaration of the results of a Union election shall be made at the completion of the count and posted on the Union website and notice boards.

12. Disputes
  - 1.1 Any complaints must be received by the Returning Officer, or their nominee, before the count starts.
  - 1.2 Any complaint received must be in writing and clearly state which regulation has been broken, by whom and supply any evidence that they have in their possession. The complainant must provide their full name and contact details.
  - 1.3 Any complaint regarding the count must be received within five University working days of the count being published.
  - 1.4 In the event of the Deputy Returning Officer receiving a complaint, they shall investigate the complaint and any evidence accompanying it and then shall report their findings and submit any evidence they may possess to the Returning Officer.
  - 1.5 The Returning Officer and Deputy Returning Officer will make a decision based on the investigation and evidence provided to them.
  - 1.6 At the end of the elections period the Returning Officer will compile a report of the conduct of the elections.
  - 1.7 If the complainant is dissatisfied with the decision they may appeal to the Returning Officer in writing no later than 7 days after the decision was made. The Returning Officer will investigate the appeal and make a decision which shall be final and shall notify the complainant within 14 days of the appeal being lodged under normal circumstances.
13. Conduct
  - 1.1 All members of the Union shall act in the interests of a fair election.
  - 1.2 All candidates and their campaigners shall act in accordance with the Election Regulations including any additional rules imposed by the Returning Officer.
  - 1.3 Candidates are responsible for their campaign and the conduct of their campaigners.
  - 1.4 Any candidates found to be in breach of any of the Regulations shall, at the discretion of the Returning Officer, be disqualified from the election.
  - 1.5 All candidates and their supporters shall abide by the Equal Opportunities policy at all times during the election.
  - 1.6 All Union staff and Union members are bound by the Staff/Student Protocol in relation to elections.



## OFFICERS AND REPS

Purpose: The purpose of this Bye Law is to outline the responsibilities of the representative roles which make up the Executive Committee. All members of the Executive Committee are “Elected Officers” for the purposes the Articles of Association.

1. Roles
  - 1.1 There shall be six Officers elected ~~five Full Time Officers elected~~ in accordance with the Articles of Association and the Elections Bye-Law. The roles shall be titled:
    - 1.1.1 President;
    - 1.1.2 Vice President (Arts, Humanities and Social Sciences);
    - 1.1.3 Vice President (Business and Law);
    - 1.1.4 Vice President (Health, Education, Medicine and Social Care); and
    - 1.1.5 Vice President (Science and Engineering).
    - 1.1.6 Vice President (Healthcare Practice)
  - 1.2 A Deputy President shall be nominated by the Executive Committee. The role of Deputy President shall be to cover the responsibilities of the role of President in their absence. For the avoidance of doubt, this does not include the role of Chair of the Trustee Board.
  - 1.3 The ~~Full Time Officers~~ President and Vice ~~shall~~ Presidents shall be remunerated on a monthly basis by BACS in accordance with their terms and conditions of employment.
  - 1.4 There shall be fourteen part-time Campaign Reps elected in accordance with the Elections Bye-Laws:
    - 1.4.1 Black and Minority Ethnic (BME) Students’ Rep (Cambridge) and (Chelmsford);
    - 1.4.2 Disabled Students’ Rep (Cambridge) and (Chelmsford);
    - 1.4.3 International Rep (Cambridge) and (Chelmsford);
    - 1.4.4 LGBT+ Students’ Rep (Cambridge) and (Chelmsford);
    - 1.4.5 Mental Health Rep (Cambridge) and (Chelmsford)
    - 1.4.6 Trans Students’ Rep (Cambridge) and (Chelmsford); and
    - 1.4.7 Womens’ Rep (Cambridge) and (Chelmsford).
  - 1.5 There shall be ten part-time Faculty Reps elected in accordance with the Elections Bye Law:
    - 1.5.1 Arts, Humanities and Social Sciences Faculty Rep (Cambridge);
    - 1.5.2 Health, Education, Medicine and Social Care Faculty Rep (Cambridge x2), (Chelmsford x2) and (Peterborough);
    - 1.5.3 Science & Engineering Faculty Rep (Cambridge) and (Chelmsford); and
    - 1.5.4 Business and Law Faculty Rep (Cambridge) and (Chelmsford).
  - 1.6 There will be an annual election of NUS National Conference Delegates held in accordance with the rules and regulations set out by NUS.
2. Terms of office



- 2.1 The term of office of the ~~President and Vice Presidents~~~~Full-Time Officers~~, Campaign Reps and Faculty Reps shall be from the 1 July to the 30 June the following year. The term of office may be shorter or longer on a transitional basis to coincide with an alteration of the year start or end. There will be a handover period of at least one week.
  - 2.2 ~~The President and Vice Presidents~~ ~~Full-Time Officers~~ shall be remunerated in line with their terms and conditions of service.
  - 2.3 The Term of Office for a Campaign or Faculty Rep will be terminated before the next balloting period if they are no longer registered as a student.
3. Responsibilities
    - 3.1 The duties of all Executive Committee Members are to:
      - 3.1.1 represent students; attend and support all democratic meetings and gather student views, opinions, ideas and feedback;
      - 3.1.2 work in the direction of the vision, mission, values and strategic priorities of the Students' Union;
      - 3.1.3 work to maximise communication with students;
      - 3.1.4 encourage participation in Union activities, in particular act as a champion for meetings, elections and campaigns;
      - 3.1.5 represent individuals, groups and the body of students to the University, National Union of Students, community and policy forming bodies, including attending meetings of such organisations;
      - 3.1.6 champion liberation, equality, diversity and inclusion;
      - 3.1.7 attend training courses and other opportunities for personal and professional development;
      - 3.1.8 attend meetings as appropriate
      - 3.1.9 to plan activities and review progress; and
      - 3.1.10 comply with all regulations, policies and protocols of the Union.
    - 3.2 The duties of all Full-Time Officers are to:
      - 3.2.1 act as an Officer Trustee and member of the Board of Trustees with ultimate responsibility for directing the affairs of the Union;
      - 3.2.2 act as a member of the Executive Committee & its Sub-Committees;
      - 3.2.3 lead priority campaigns to promote change for the benefit of students and support all campaigns organised by the Union;
      - 3.2.4 hold regular meetings with relevant members of the Vice Chancellor's Group and Corporate Management Team and attend other meetings with the University appropriate to the role; and
      - 3.2.5 work such hours and in locations required to satisfy the duties of the post to maximise benefit to students.
    - 3.3 The responsibilities of the President are to:
      - 3.3.1 chair the Executive Committee
      - 3.3.2 provide day-to-day support for the Full-Time Officers, championing accountability and communication;
      - 3.3.3 act as the primary spokesperson and figurehead for the Union to the University;
      - 3.3.4 Chair the Board of Trustees with line management responsibility for the Chief Executive;
      - 3.3.5 represent the Union at the annual National Union of Students National Conference;
      - 3.3.6 lead on significant campaigns and projects, working closely with the Chief Executive and fulfil any other appropriate needs of the Union that are not covered by another Full-Time Officer;

- 3.3.7 act as the Student Governor on the University's Board of Governors and relevant sub-committees; and
- 3.3.8 act as the main point of contact with the National Union of Students.
- 3.4 The responsibilities of all Vice Presidents are to:
  - 3.4.1 act as the lead representative for ~~a faculty or faculties~~ an area of academic interest;
  - 3.4.2 chair regular student feedback forums to gather views, opinions, ideas and feedback;
  - 3.4.3 implement ideas and projects to improve the experience of students within ~~the faculty or faculties~~ their respective area of academic interest;
  - 3.4.4 lead and support all elected representatives and volunteers within ~~the faculty or faculties~~ their area of academic interest and Union;
  - 3.4.5 provide effective academic representation and prioritise the wider development of representation within the University;
  - 3.4.6 prepare for and attend Faculty & University meetings on which they are a member;
  - 3.4.7 proactively campaign on matters relating to wellbeing and welfare (including but not limited to accommodation, belief, equal opportunities, housing, finance, safety and religion); and
  - 3.4.8 champion the benefits and growth of co-curricular and extra-curricular activities and opportunities.
- 3.5 The responsibilities of all Campaign Reps are to:
  - 3.5.1 act as a member of the Liberation, Equality, Diversity and Inclusion Committee;
  - 3.5.2 lead campaign(s) to promote change to the benefit of students who identify into their campaign and support all campaigns organised by the Union;
- 3.6 The responsibilities of all Faculty Reps are to:
  - 3.6.1 act as a member of the Faculty Voice Committee;
  - 3.6.2 support all campaigns organised by the Union;
  - 3.6.3 attend and support a regular Faculty Forum to gather views, opinions, ideas and feedback;
  - 3.6.4 implement ideas and projects to improve the experience of students within the faculty or faculties;
  - 3.6.5 provide effective academic representation;
  - 3.6.6 prepare for Faculty and University committees on which they are a member and
  - 3.6.7 act as a deputy for the relevant Vice President when appropriate.
- 3.7 The sole responsibility of all National Conferences Delegates shall be to represent the Union at the annual National Union of Students National Conference.

**FACULTY REPS**

Campaigns, projects and other work

**AHSS Faculty Rep (Cambridge): Abbie Harper*****Date Updated:*****Completed:**

- 

**Things for the future:**

- 

**HEMS Faculty Rep (Cambridge): Lucy Barton*****Date Updated:*****Completed**

- Began collecting feedback from students at the start of tri 1
- Attended the first few FPT meetings of the year
- Spoke to Divya about making a new HEMS newsletter as she wants to do one, and we wanted to start one last year but didn't get anywhere with it

**Things for the future:**

- Continue collecting feedback from students
- Continue to support Divya in her vp role

**HEMS Faculty Rep (Cambridge): Cal O'Connor*****Date Updated:*****Completed:**

- 

**Things for the future:**

- 

**HEMS Faculty Rep (Chelmsford): Ines Da Silva Correia*****Date Updated:*****Completed:**

- Attended the first FPT and executive meetings of the year
- Informed Divya I would be happy to help with the newsletter

**Things for the future:**

- Haven't received any feedback from students as I don't believe students are aware of a HEMS Rep in Chelmsford – aiming to collect these and be a meaningful rep in the near future once students are informed of my role
- Communicate my role to the Course Reps in order to receive student feedback in order to create a good campaign – waiting on their contacts

- Organise drop in sessions for students to raise concerns
- Possible events for HEMS students with the Exec Team

#### HEMS Faculty Rep (Chelmsford): Kirstin Green

***Date Updated:***

**Completed:**

- Has been elected to this position through the Bye election

**Things for the future:**

- Has been booked in to complete training

#### HEMS Faculty Rep (Peterborough): Elle Rimmer

***Date Updated:***

**Completed:**

- 

**Things for the future:**

- 

#### B&L Faculty Rep (Chelmsford): Wonda Grobbelaar

***Date Updated:***

**Completed:**

- Collect feedback about communication methods of ARU and how different culture groups interpret the message. What is the perceived message they receive?

**Things for the future:**

- Analyse the data and find the best practice for the university to communicate to different cultural groups.

#### B&L Faculty Rep (Cambridge): Abu Suresh

***Date Updated:***

**Completed:**

- 

**Things for the future:**

-

S&E Faculty Rep (Cambridge): Sandrah Misbah

***Date Updated:***

**Completed:**

- Has been elected to this position through the Bye election

**Things for the future:**

- 

S&E Faculty Rep (Chelmsford): Ruime Azumara

***Date Updated:***

**Completed:**

- Has been elected to this position through the Bye election

**Things for the future:**

-

## CAMPAIGN REPS

Campaigns, projects and other work

BME Rep (Cambridge): Joshua Olasehinde

**Date Updated:**

**Completed:**

- Has been elected to this position through the Bye election

**Things for the future:**

BME Rep (Chelmsford): Olugbenga Oluwatominiyi

**Date Updated:** 20/10/2021

**Completed:**

- 

**Things for the future:**

- Is currently on placement but is looking to arrange a 1:1 with the coordinators to look at effective methods of engaging the student population
- Looking to also sort out and attend training to be able to utilise the equality networks system on the website

Disabled Students' Rep (Cambridge): Tiegan-Leigh Everitt

**Date Updated:**

**Completed:**

- 

**Things for the future:**

- 

Disabled Students' Rep (Chelmsford): Emma Wong

**Date Updated:**

**Completed:**

- Has been elected to this position through the Bye election
- Has booked in and completed training

**Things for the future:**

- 

International Rep (Cambridge): Robin Robert

***Date Updated:***

**Completed:**

- 

**Things I want to do in the future:**

- 

**International Rep (Chelmsford) : Akshay Kumbalath**

***Date Updated:***

**Completed:**

- Interacted with many international students regarding the difficulties they face in the university and how to improve the facilities provided to them

**Things I want to do in the future:**

- Organize orientation classes/seminars which mainly focus on introducing the academic writing/presenting style of the assignments.  
Many international students face difficulty in adapting to a new system when they join the University,  
Although there are some inductions sessions that are given prior to the course, many students find it difficult to adapt to it.
- Encourage students to participate in the university events and join the different societies so that there is platform for students to interact and build a healthy relationship among their peers.
- Due to the covid restrictions on campus there is not much opportunities for the students to interact with each other and explore different cultures, so if we can arrange a program/event once in a month or once in two months, it will create a social platform for the students to interact and get an international exposure.
- I would also like to support Sobin in his campaign to reduce the tuition fee for the international students since the fee they are paying is almost twice the amount paid by the resident students.

**LGBT+ Students' Rep (Cambridge): Kat Persaud**

***Date Updated:***

**Completed:**

- 

**Things I want to do in the future:**

- 

**LGBT+ Students' Rep (Chelmsford): Charlotte Fraser-Williams**

***Date Updated:***

**Completed:**

-

Things I want to do in the future:

- 

Trans Rep (Cambridge): Sascha Wasilewska

***Date Updated:***

**Completed:**

- Has been elected to this position through the Bye election
- Has booked and completed training

**Things for the future:**

- 

Trans Rep (Chelmsford): Currently Vacant

Women's Rep (Cambridge): Chelsea-Marie Cochrane

***Date Updated:***

**Completed:**

- 

**Things for the future:**

- 

Women's Rep (Chelmsford): Neethu Jose

***Date Updated:***

**Completed:**

- 

**Things for the future:**

- 

Mental Health Rep (Cambridge): Alina Clarke

***Date Updated:***

**Completed:**

- 

**Things I want to do in the future:**

-



## Mental Health Rep (Chelmsford): Maddison Taylor

**Date Updated: 11 October 2021**

**Completed:**

- Devised a calendar of Mental Health Related events for 2021/2022 which could be applicable for ARU student events.

**Remaining dates for 2021:**

11 <sup>th</sup> – 17 <sup>th</sup> October 2021	OCD Awareness Week
03 <sup>rd</sup> November 2021	National Stress Awareness Day
15 <sup>th</sup> November – 19 <sup>th</sup> November 2021	Anti-bullying week

- World Suicide Prevention Day campaign [10<sup>th</sup> September] – I posted via my personal student Instagram. Unfortunately, the date was quite close to Fresher's week so it could not be anything larger. However, it got a little student engagement, and I was pleased to do some signposting to ARU counselling and wellbeing services.
- Next month I am running 30k for Samaritans. I have encouraged some ARU Volunteer Heroes to also sign up to fundraise and take part.

**Things I want to do in the future:**

- I've had a few people raise they would like more promotion of mental health services available to students especially in the coming winter months.
- Consider the 'help your mate training' to be mandatory.
- Plan more thoroughly in advance to do some more events for 2022 dates.

Date	Event
January	
February	Time to Talk Day Children's Mental Health Week - <i>link to Education courses?</i>
March	Eating Disorders Awareness Week Self Injury Awareness Day University Mental Health Day World Bipolar Day
April	Stress Awareness Month
May	Mental Health Awareness Week
June	
July	National Schizophrenia Awareness Day

- Be more actively involved in other officers' campaigns which align to the Mental Health Rep role. I would like to chat more with Divya regarding her campaigns for men's mental health.



My campaigns, policy, and other work

### My campaigns

<i>International student support (team)</i>	In Progress
<p><b>Introduction:</b></p> <p>Students who come from different education system faces tremendous challenges when they come to our university. Identifying exactly where the loop holes are — why are the students facing so many barriers? What are those barriers? What are the existing services provided by the university and across other institutions to tackle some of common problems which the student faces..</p> <p>Identifying the problems:</p> <p>Each officer will be working individually on some of the issues identified by us.</p> <ol style="list-style-type: none"> <li><b>FEES REDUCTION:-</b> International students pays such huge about of money when they come to UK. On the other hand the home students fees are capped.</li> </ol> <p>For Ex: I. For UG Home student; they pay 9000£ (capped) whereas an international students pay 14500£ yearly for the similar services university provides.</p> <p>II. For PG Home students pay 5000£ ( capped ) fees whereas International student pays thrice the amount i.e. 14500£.</p> <p>( the disparity between the fees is huge)</p> <p>The question to think about here are the students getting the right and adequate support ( worth the money they pay) at ARU.</p> <p>If not how why is the disparity happening?</p>	

What can we do to increase the support available to all students ( being inclusive)

- 2. QUALITY OF SERVICES:-** International students have being provided with variety of services to support their academics throughout their time at ARU for ex: student advice, employability service, I Centre, money advice, health, and wellbeing support. ( In theory even after these services being in place why are the highest number of dropouts of students in each academic year are International students?

This is a widespread problem all International Institutions are facing across UK. Are the international students coming in the hopes of getting right education ( paying huge amount of fees) and left just like that to find a way for themselves?

What can we do to resolve the barriers students are facing here, how can we support them truly ? Quality of rightful education is every student's right. Students come from across the globe at ARU, keeping in mind the education system is different in all countries. It's no doubt students feel differently when students come at ARU.

Finding out the grassroot level of problems and finding a rightful solution ( support) in place is what should be done.

- 3. LANGUAGE BARRIER:** One of the main identified barrier students are facing is the language barrier which is causing a lot of turmoil on the international students.

( to state few : lack of communication from the students are leading them to misunderstand the lectures, leading to academic misconduct and plagiarism, discontinuations, being expelled)

Change in behavior in students and psychological well -being. ( being shy in communicating with staffs and other students)

Coming to a diverse university like ours with students studying and organizing their workload differently, students should be able to learn from each other. Research have shown students learn better in an informal atmosphere much better than a more formal front ( which ARU tries to provide)

Then why are the international students not able to grow academically in that environment?

Students when they apply for ARU they have an interview before the university issues CAS form, is it enough to understand the level of English a student has! The other question is

what are the support available for students who have passed the spoken English interview but need support to improve their academic writing for assignments.

( We don't know at this stage whether all the students are able to follow the lectures conducted).

4. **NUS:** As we mentioned before, this problem is not only pertaining to ARU students this is a common problem across UK. Finding right support from the NUS might bring a clearer perspective on the things we can implement practically.

### *EDI Training for staffs and students*

In progress

We as an institution take a lot of pride in advertising about being very inclusive in our diversity (diversity in gender, demographics, orientation). Everything sounds good in theory but when it comes to the practicality of it what we face is – discrimination, gaslighting, microaggressions, abuses (sexual, racial, physical). Why are things like still happening in this century?

Students should be coming together and learning in harmony. Although we cannot sometimes control a lot of people's view and perspective can we do is to help each other grow. Is not that the main purpose of education!

With students are having deep rooted misogyny, structural racism come into a diverse environment it creates a lot of fiction amongst the student population.

With implementing an EDI training which is spread throughout their time at ARU gives every student's an opportunity to educate themselves and being more open minded and progressive. Unlearning some of the unconscious biases as an institution and individually is so important. Making all students feels valued and respected. As an institution we should be focusing on making students intolerant towards injustices.

Talking from the staff's perspective are all staffs trained to handle some the complaints and cases students bring up to them!!.

Things which are in action:

1. Discussing these matters with the diversity and cultural change coordinators at the university.
2. Discussing the concerns and having relevant meetings with the Race equality advocates and EDI manager Katie Potts and her team.
3. Discussing with Dr. Apurba Kundu (Deputy Dean Faculty AHSS) to further our understanding on these matters.

### *Staff response ( Team)*

Completed/Ongoing

From talking to different students, we received information saying the staff vs student's response time was more and it caused a lot of delay in getting a right response from the university. For now, Faculty of B&L have 3 working days as a response time.

Faculty of AHSS has recently implemented to reduce their response time from 5 working days to 3 days.( we were successful)  
Faculty of HEMS and S&E we will be lobbying the university in future to reduce their response time.

#### **Other relevant updates**

##### ***Projects, Ideas and Policies:***

I am currently working on drafting a SU good speech policy which will be our own independent work keeping in mind all our student voices.

##### ***Updates from committees and meetings that I sit on:***

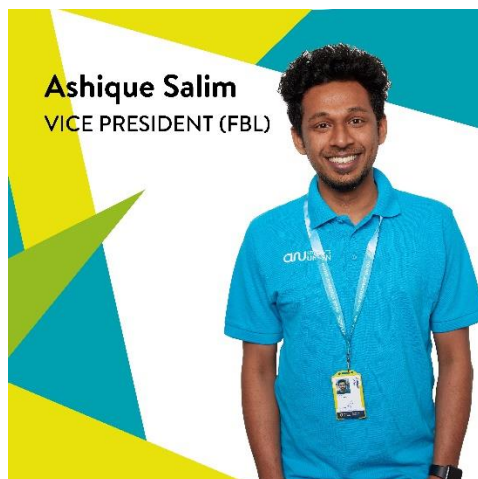
###### **Senate Committees:**

Senate

###### **Non-Senate committee**

###### **Students' Union Committees**

###### **Working groups (and others)**



My campaigns, policy and other work

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**My campaigns**

<i>Title</i>	In Progress
<i>Updated: Date</i>	

<i>Title</i>	On Hold
<i>Updated:</i>	

<i>Title</i>	Completed
<i>Updated:</i>	

**Other relevant updates**

***Projects, Ideas and Policies:***

*Updated: Date*

***Updates from committees and meetings that I sit on:***

**Senate Committees:**

Senate

**Non-Senate committee**

**Students' Union Committees**

**Working groups (and others)**



## My campaigns, policy, and other work

### My campaigns

Title: UMII App	In Progress
<p><i>Updated: Date: 20/10/2021</i></p> <p><i>Hello everyone! Many students coming to University can find it difficult to socialize, meet new people and make friends with the same interests as themselves, which can impact their student experience. However, I am working on an exciting campaign to find new solutions to tackle student loneliness and I am lobbying to introduce a university-based friendship app called UMII at ARU.</i></p> <p><i>Students have told us that it can often be challenging to connect with fellow students and sometimes experience a feeling of self-isolation and loneliness, especially with so much of our student life being online. Also, students tend to gravitate towards people who come from the same place as themselves and it can get difficult to meet new people with the same interests, within the university. This app can help to eliminate cultural differences, break down barriers, make connections more accessible and inclusive, bringing students together from diverse backgrounds.</i></p> <p><i>My aim for this project is to help tackle student isolation and loneliness and this app's many features including image sharing, standard messaging, facetime, and other elements can make this easier and I will share more information in the coming weeks.</i></p> <p><i>We are looking for feedback from all students, whether you are experiencing loneliness, know someone who is or would just like to meet new people. You will receive a survey very soon, do look out for it and please let us know what you think. Your feedback will help move this campaign</i></p>	



*forwards, to benefit all students and make a difference!*

Contact me with any queries or feedback at [s.sojan@angliastudent.com](mailto:s.sojan@angliastudent.com).

Title	
Updated:	

Title: Staff response time	Completed
Updated: 20/10/2021 AHSS staff response time to students is 5 working days and we had a discussion regarding this as students were not happy about it. We raised this issue in FEC and FPT and concluded that the aim will be to respond back to the students by 3 working days rather than a solid action. The issue around reducing it to a solid 2/3 days was due to Associate Lecturers (essentially outsourced) and part-time academics, not working a full week.	

#### Other relevant updates

##### **Team Campaign:**

Updated: Date: 20/10/2021

*We are working on international students' fees and my responsibilities are to compare the fees structure of both International and home students in different courses within our university and in other Universities which are on the same and above ranked than Anglia Ruskin University.*

#### **Updates from committees and meetings that I sit on:**

##### **Senate Committees:**

*Senate*

##### **Non-Senate committee:**

*Student Success Steering Groups*

*Race Equality Steering Groups*

*Learning Enhancement Project*

*Research and Innovation Committee*

***AHSS Faculty Education Committee***  
***AHSS Students Union Representatives***

***Students' Union Committees:***

***University and Students Union***

***Students Union Staff***

***SU Executive Committee***

***ARU Students' Union Board of Trustees***

***Working groups (and others)***



My campaigns, policy and other work

### My campaigns

<b>MENS WELLBEING AND LANGUAGE BARRIER IN WELL BEING</b>	<b>In Progress</b>
<p><i>Updated: 16/09/2021</i></p> <p>How we can spread Awareness about men's wellbeing, and language barrier in Wellbeing as ARU being the diverse university students first language is not English so I would like to have counsellors who speak other languages not only limited to English language.</p> <p>I have spoken to David Walmsley - Deputy Director, Student &amp; Library Services - we are working on it.</p>	

<b>FOOD BANK</b>	<b>In Progress</b>
<p><i>Updated: 20/09/2021</i></p> <p>A place where stocks of food, typically basic provisions and non-perishable items, are supplied free of charge to students or staff in need. (Helping each other out)</p> <p>- Food insecurity on campus has become a serious problem. There are far too many students who find themselves wondering how to get their next meal or try to save £1.</p> <p>University approved the idea, but I still need to follow up and I'm planning to collaborate with chaplaincy for this campaign</p>	

<b>PERIOD POVERTY</b>	Completed
<p><i>Updated: 20/09/2021</i></p> <p>Libby Homer, Director of Student and Library Services have spoken to Andy, the Director of Estates and he has asked his team to change the dispensers we have in ladies and neutral toilets to be free. He is also costing up the dispensers for other toilets. Will continue to track this to make sure it stays on course.</p>	

#### Other relevant updates

<p><b><i>Projects, Ideas and Policies:</i></b></p> <p><i>Updated: 10-10-2021</i></p> <p>HEMS Newsletter – In Progress</p> <p>I had a word with faculty reps, and they have shown their interest in it.</p> <p>After I finish preparing a draft, I will present it in Faculty partnership team meeting to approve it.</p> <p>Team campaign – International fee reduction – In progress</p>
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<p><b><i>Updates from committees and meetings that I sit on:</i></b></p> <p><b>Senate Committees:</b></p> <p>Senate</p> <p><b>Non-Senate committee</b></p> <p><b>Students' Union Committees</b></p> <p><b>Working groups (and others)</b></p>
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## My campaigns, policy and other work

### My campaigns

In-Campus Recruitment	In Progress
<p>The main motivation behind this is the students from Engineering department doesn't have a particular placement year as the Business students do , So after their graduation if we could implement a placement recruitment or as a job fair that would be really helpful for the students as well as that would give them a new experience for their future .</p> <p>I am planning to conduct seminars and webinars for students where they can meet successful entrepreneurs and imbibe their knowledge and work experiences directly from them.</p> <p>For this I have presented my campaign in FPT as well as FEC meeting and they have approved my idea , and I am having a one to one with Amanda Crouch (Head of Employability) , I have been gathering feedback from students and I have received positive responses.</p>	
Introducing Different Cuisines to our ARU café -	In Progress

First, I would like to say that our café is vast and spacious, being a student myself, I hang out at the cafe whenever I get free time with my friends. I always used to think as this university accommodates students from all over the world, it would be nice to introduce some of the world's cuisines where everyone would be able to appreciate and enjoy the cuisine of their colleagues and friends.

For this idea I had a chat with Joe who looks after the cafeterias, and they are in the middle of recruiting new chef and it is in Progress.

## 24\*7 Counselling Sessions

On Hold

The idea of introducing an on-call service which is available 24\*7 for the students where they can raise their concerns and the problems, they are facing day to day. This would be a good platform for the students to share the troubles they are facing, and appropriate measures can be taken if the reasons are valid and truthful.

My idea was introducing the psychology graduates to this area and if they could do some counselling sessions for students that would be helpful because we can cut down the time for getting the appointments and we could do it immediately.

But this is On Hold because when I discussed the idea in FPT, most of faculties were not promoting it because of its confidentiality.

So, it's still in On Hold.

## Other relevant updates

### ***Projects, Ideas and Policies:***

#### ***Team Campaign -: INTERNATIONAL STUDENT SUPPORT***

As a team we are decided to do a campaign on International Student Support and in this we are planning to do:

- \* Fees Reduction
- \* Improve the Services

\* Language Barrier

\* NUS

***Staff Response Time -:*** The response time for all faculty is 5 days but AHSS and B&L has been reduced it to 3 days, FSE is in progress.

***Updates from committees and meetings that I sit on:***

**Senate Committees:**

Education Matters Committee

Research Degrees Committee

A&G Committee

F&R Committee

HR&EE Committee

**Non-Senate committee**

FPT

FEC

FSC

**Students' Union Committees**

University and Students Union

Students Union Staff

SU Executive Committee

ARU Students' Union Board of Trustees

**Working groups (and others)**