

**GOLDSMITHS
University of London**

ACADEMIC BOARD

STUDENT COMMITTEE

Minutes of the meeting held on 30th October 2007

Present: Dr Philip Broadhead (Chair), Ms Alison Ahern (Secretary), Ms Mary Bright, Mr Bob Westaway (Academic Registrar) , James Hutchinson (Chief Executive Student Union), Jack Gillis (Welfare and Education Officer Student Union) Bassem El Haddadeh(Head of IT Services)

In Attendance: Ms Ann Frances (Head of Careers), Ms Yetty Efunnuga (note taker)

OPEN BUSINESS

1 APOLOGIES FOR ABSENCE:

Hannah Bullivant (SU President), Linda France (Job), Andrew Brett (Head of Learning and Teaching)

2 IDENTIFICATION OF ITEMS FOR DISCUSSION

To consider any requests from members that items identified for Formal Decision or Report should be the subject of substantive discussion

3 APPROVAL OF ITEMS FOR FORMAL DECISION

To confirm all formal decisions as proposed in the circulated papers

4 MINUTES

The Minutes of the meeting held on 15 March 2007 were approved.

5 MATTERS ARISING FROM THE MINUTES

The Pro Warden Students noted that the committee is obliged to undertake an effectiveness review

MATTERS FOR DISCUSSION

6 AMENDMENTS TO STANDING ORDERS

Received:

The revised Standing Orders for the College which were approved by Council on 28th June 2007, following consultation with Academic board on 6th June, to take effect from 1 September 2007

7 THE COMMITTEE SYSTEM AND TERMS OF REFERENCE, COMPOSITION AND MEMBERSHIP

8 REVIEW OF MEDICAL SERVICES

The Committee members were invited to comment on the progress made following the medical centre review 07-400

Noted:

A full report of the review has now been brought forward for formal discussion.

The Pro Warden (Students and Learning Development) reiterated the suitability of the new premises, it is the intention of the Primary Care Trust to move the Medical centre from Laurie Grove as soon as possible but the end of January deadline is now unpractical.

Recommendation:

It would be useful to have the medical history report / tally on the number of student who have various health conditions and to invite medical service members to meeting.

Work towards deadline for the medical centre contract.

9 THE STUDENT EXPERIENCE STRATEGY (version.6)

Committee members were invited to discuss the new draft of the Student Experience Strategy 07-402

Noted:

This was presented at the last minute and comments were to be passed on to Head of Student Services

Section 2 of the student experience strategy is significant in making a realistic statement on what we can offer students. The action plan is imperative to take forward to the committee and the strategy will be reviewed at committee every year.

Childcare – to have some kind of maternity / paternity policy providing students with appropriate advice concerning childcare and childcare providers.

Recommendations:

Committee members were invited to send their comments directly to the Head of Student Services who will endeavour to rationalise the document. Ann Frances suggested the insertion of a job shop

10 DRUGS AND ALCOHOL POLICY

Committee member were invited to discuss the draft of the Drug and Alcohol Policy 07-401

Noted:

There have been some changes to the Legislation on Drugs and Alcohol Policy. The committee agrees the need to have this kind of policy.

The committee welcomed the educating stance to students and staff on alcohol misuse and to promote awareness and prevent alcohol, drugs and other substance addiction.

The Pro Warden Students recommended clarification on staff drinking at lunch time. Should there be guidance to staff to report cases of drug misuse and for students to be aware of what action will be taken if found in possession of illegal drugs

The Chief Executive of the student union noted that the Student Union have a policy on alcohol and drugs misuse within the premises.

Recommendations:

The Policy against the misuse of drugs and alcohol to be taken to SMT

Resolved:

Members of the committee agree to approve this policy

11 REVIEW OF STUDENTS UNION INDUCTION AND ENROLMENT PROJECT

Committee members were invited to comment on the review of the SU pre-enrolment project 07-399

Noted:

This is the second year of project – a very good report

Recommendation:

How SU to effectively link with the student record to track student attendance rate, key drive this year was PG students. Local orientation tours had increased from using a mini bus to a coach, over 150 students attended events.

12 REVIEW OF STUDENT UNION PRE ENROLMENT PROJECT

Committee members were invited to comment

Noted:

Second project – target was to engage 100 students

Recommendation:

SU to gather information of statistics and report back to SMT

Other Business

13 ANY OTHER BUSINESS

Student Charter – There have been two meetings of the group writing the Student Charter

14 NEXT MEETING

TO NOTE THAT THE NEXT MEETING WILL BE HELD ON FEBRUARY 5TH 2008 AT 2PM