

Moray College UHI – Class Rep Meeting Minutes

28th October 2019 – 12pm to 1pm

Present:

Class Reps: Kevin Mould, Kelly Blakemore, Louise Gordon, Brandy Hall, Dean Lambert, Beccah Macleod, Shavonne Connor, Emily Burns, Kyle Powell, Roseanne Ewen, Jessica Allman, Rachel Gooduon, Claire Smith, Katrina Farren, Adam McNab, Rory Ironside, Menita Roberts, Beatriz Pinto, Laura Gallick, Liam Beattie, Nathan Anderson, Dana Munro, Martin Higgins, Andrew Has, Megan Eddie, Andrew Whyte, Kiera Campbell, Abbey Buchan

Staff: Kirsten Duffus, David Patterson, Joel Hockney, Derek Duncan, Nikki Yoxall

HISA Officers: Kyle Gee – Depute President Education, Nathan Sanderson - Depute President Activities and Welfare,

Introductions and Announcements

Kyle began the Class Rep meeting after Class Reps signed to register, received their certificates and filled out their forms. HISA Moray also asked Class Reps to do a quick exercise of the benefits of being a Class Rep, aimed at providing that information to Class Reps who were unable to attend the training HISA Moray provided.

- ✓ Obtain useful representation and communication skills
- ✓ Valuable to have on a CV for nearly all employment
- ✓ Boosts self-confidence and self-esteem
- ✓ Class Reps will be always be providing positive change
- ✓ Student voice for their classes and can sometimes resolve issues faster for their classmates
- ✓ Opportunities to meet students and staff that they may not otherwise have the chance to
- ✓ Opportunity to network within and outside the college

Kyle introduced himself and the HISA Moray team to the Class Reps and let them know how to keep to date with HISA Moray; HISA Moray provides lots of updates on our social media with all events connected to HISA Moray posted on social media along with any updates for Class Reps.

Kyle also opened the floor for the board of management to introduce themselves, David the Principal of Moray College UHI, Derek the Director of Information, Planning and Student Support Services, Nikki the Director of Learning and Teaching and Quality Assurance and Kristine Duffus the Student Guidance Advisor.



Open Floor Feedback

The following issues were raised from the open floor feedback section of the meeting.

Class Rep Training

- Nikki asked for Class Reps that had not been able to attend Class Rep Training what it entailed so that Class Reps who had not yet been able to go these sessions, would know what to expect as well as whether there would be more sessions. Nathan summarised the importance of training, as well as the ABCD of good feedback as an example of what to expect of training. He also explained that HISA Moray will be providing more Class Rep training for those who were not able to attend the initial training sessions.
- HISA Moray was also asked to put in a slide of the ABCD of effective feedback to have present on the screen during the open-floor feedback at the next Class Rep Meeting.

Smoking Policy

- Discussion within the meeting lead to the consensus that there is confusion around the campus' smoking policy. Derek added that the previous smoking shelter was at the rear, but due to the new gas boiler being installed very close to the gas valve it wasn't practical and safe for the smoking shelter to be located there. There are also physical limitations around the rear car parks, as there are too many cars and pedestrians moving around to find a suitable location at the back of the college for smoking shelter while ensuring the safety of all.
- In addition, smoking near the front of the college is also prohibited as there are sensitive smoke detectors at the front, as cigarette smoke could trigger the fire alarm. The designated area for smoking is around the round concrete bin at the front of the college [**NOT at the bike shelter near the front doors of the college**], please do not smoke around roads near the college as these are public and residential areas.
- Derek and David also added that this year the smoking policy could be reviewed which the college would gladly welcome feedback from Class Reps. This review of the smoking policy and review of smoking shelters could also in be in partnership with HISA.

Dementia Training

- A Class Rep asked about having more spaces for dementia training as they were many students in her class that wished to attend, but they were simply not enough spaces.
- Nikki responded to this issue and explained that a 3rd party organisation - Alzheimer's Scotland – hired a space within the college that was larger than they required so spare spaces to the training were offered to students, but it was not strictly *for* students. There were simply not enough spaces for all students that wished to attend.
- Feedback will be passed on to Alzheimer's Scotland that students would be interested in this dementia training in future, and if the organisation could run multiple sessions if they were significant interest by students.



Application of Coursework Theory to Assignments

- A Class Rep from the 4th year of his Social Sciences stated that he and some of his classmates feel that they are taught theory and examples in their course, but they believe that they should be taught *how* to *apply* these to their assignments and exams. The Class Rep argued that it may be being taught these theories in a method that may be suitable for some students, but for himself and his classmates they wished to have these theories being taught more in a practical way that would help demonstrate how to practical apply these theories and examples to their work.
- Furthermore, the Class Rep said they had no example of previous years' assignments to look over and that it was harder to find previous work from past years.
- Nikki responded that she can feedback to that team about terms of application and theory. With the concern about a lack of example assignments done by students in previous years being available for students, it appears that there may be some confusion by staff who wish to be 'safe than sorry' and not accidentally reveal identifying details of students who wrote these previous assignments.
- Nikki also stressed that it is important for all Class Reps to attend their respective CCMs so that there can be direct dialogue between Class Reps and lecturers. If Class Reps missed their course CCMS for this term, there will be more after the Christmas break.

Single-Use Plastics

- A Class Rep brought up that they saw that single-use plastics cutlery was being used in the canteen and thought they should be replaced with something else if the college really wants to be environmentally friendly.
- David responded that eighteen months ago, HISA worked on ensuring that canteens used packaging that was environmentally friendly and cleanly disposable - some of this is even compostable.
- The Class Rep responded to this by stating that they were only aware of one compostable bin across the whole of the campus and would like to see more of these compost bins around, if that is possible.
- A Class Rep also argued that why doesn't the college simply not use plastic at all?
- Nathan replied that using metal cutlery is simply not an option as it's too expensive and students often accidentally take the cutlery with them home and don't return it.
- Nathan is hoping to bring a Sustainability proposal to senior management, will email, Facebook. Nathan said that the college had been trying to be more environmentally friendly - the college had replaced its main boiler to reduce costs but also to reduce emissions and been replacing windows in many parts of the college with double glazing.



Water Fountains

- A Class Rep brought up that they believed there were very few water fountains at the campus, knowing only the location of three.
- Kyle explained that there were six – highlighting that there is a lack of awareness from students as to where they are and agreed that the water fountains should be more accessible.
- A Class Rep who spends most of their studies in the Victoria Art building also requested, if possible, a water fountain in that building as not only does it waste time for them going to the main campus building, but the constant crossing of road is also dangerous.
- Derek said if that they need one there is no restrictions but the availability of pipe work and that at the time of its construction those in charge decided not to put pipes in there at the time.
- Nathan said that HISA could look at getting a map of water foundations and signs to fountains, following the discussion that followed in the meeting.

Printing Allowance

- A Class Rep from an Admin course said there was not enough printing allowance to fulfil all their coursework and requested that there should be a greater printing allowance for class that are required to print lots of paper to fulfil their coursework.
- Derek responded that if printing is actual part of assessments of these courses that the college could look at that. He further explained that the lecturer of the course leader can go to senior staff to get more of a printing allowance for their students.

Leaky Window

- A compliant was raised that in P105 there is a leaky window, causing rain to collect in one corner of the room and that it had been like this for two years.
- Derek said that he will investigate; last week a roofing contractor had been appointed to survey carry out architecture surveys to give an appraisal of the whole site. Grange wing and burley wing are considered the priority due to leaks there – there is funding for contractors funding to take that forward which is hoped to be used to resolve this academic year.

Supplier Blocking Motorbike Parking

- It was brought up in this Class Rep meeting that a supplier to the college has been getting in the way getting in the way of motorbike parking. Staff would notify the site team of this issue to try and get it resolved, if possible.
- It was discussed during the Class Rep meeting that many students felt they had no choice but to drive and park at the college car park because the large distances to travel and the seasonally cold weather.
- A Class Rep brought up that TK-Max offer a competitive offer parking in their car park which is not that far away from the college.
- For other car parks across Elgin, Nathan said that HISA can try to speak to council to remove or reduce the parking costs for students.



- Nikki argued that if students would also like to be more environmentally friendly and save costs that they could use public transport, walk, cycle or car share their way to the college instead, which would also free up more space for car parking.

Canteen Dietary Options

- A Class Rep requested that more dietary options could be available for students in the canteen.
- Nikki responded that there always two vegetarian options that are 'hot' and while for vegan foods, that there is not always a hot option there should always be a cold option a and for students to look in the refrigerated section. Canteen staff are testing vegan options but are limited to options due to the low uptake meaning that it is quite expensive to provide lots of vegan options. They would welcome feedback from students and staff about providing more vegan options.
- The Class Rep said that they have never seen Vegan options – Nikki said that she would provide feedback to canteen staff for that day.

Sanitary Product Misuse

- Kristen brought up at the end of the feedback session that sanitary products are being misused in female toilets and will have to be removed if they continue to be misused.

Final Notes

Kyle mentioned to the Class Reps that for the next Class Rep Meeting in the Open Floor Feedback session that if they had an issue or point to raise to write that down on paper, before the session to assist in going through as many points raised by Class Reps as possible.

The room for meeting should always be open prior to the meeting starting by ten or so minutes, so there is opportunity to write your notes beforehand if Class Reps are not able to write this note before.

Date of Next Meeting

Thursday 7th November at 12pm - 1pm in Conference Hall.

Class Rep Meetings minutes by Joel Hockney, Moray HISA Student Association Assistant

