

Scrutiny Panel Minutes

Present: Zach Barker-Williams (Panel Member), Amber Culley (Panel Member), Sahar Anwar (Panel Member)

Apologies: Clara Martinelli (Panel Member), Tom Jordan (Panel Member)

In attendance: Oli Killeen (Democracy Coordinator, Note Taker), Adam Sheridan (Director of Engagement)

The meeting commenced at 18.00

No	ITEM FOR DISCUSSION	QUESTIONS ASKED	ACTION
1	Welcome and Matters arising	Apologies were received and accepted from Tom Jordan and Clara Martinelli.	Noted
2	Education Officer Report and Questions	<p>The Education Officer provided a verbal update.</p> <p>Since the last meeting:</p> <ul style="list-style-type: none"> • No manifesto updates since the last meeting – all are happening currently or will happen in the next academic year • Student Rep System Review – This has been accepted by the Board overseeing the Student Rep System, and will therefore be implemented shortly • Access and Participation Plan – This has been sent to the Office for Students, we will be notified in August whether it has been accepted or not. There is a need for more student consultation on this. • Handover Planning – This is ongoing. Meetings are being booked in with relevant stakeholders, Amanda and I to introduce her to people • Mandate Updates – Graphs are being produced to show more easily how the University spends money including tuition fees. The University's new Accessibility Officer is work is working to review the number of accessible desks in study spaces. <p>Q: Are you happy about the Graphs being produced to outline current University spending? A: I am broadly happy about them, although they are not particularly exciting. I want to get some feedback from people on whether they are understandable. The University may also include some narrative to explain some of the headline issues.</p>	Noted

		<p>Q: Where will these graphs be located? A: I am unsure of the precise location, but it is likely they will be somewhere on the University website. They will be useful but I don't think this should be an overall priority for the University</p> <p>Q: What do you think the priorities should be? A: i think there should be more of a focus on what the Guild does, how the complaints processes work and what students are entitled to.</p> <p>Q: Will the 'Find My Rep' function you mentioned include all Reps or just those directly relevant to courses or colleges? A: This depends on whether doing so would keep us GDPR compliant – but maybe that would be useful. It is likely that that information will be available via CANVAS – I think the Guild's communications would be better focussed on what the system does and why you should be a rep.</p> <p>Q: How is the handover with your successor progressing? A: At the moment she is attending meetings with me, so I can introduce her to stakeholders at the University and begin building those relationships. She has attended a meeting with the College Reps to meet them too. I am providing her with as much information as I can.</p> <p>Q: What are the main things your successor will continue with after you leave your role? A: There are 3 things I hope she will continue – the Student Rep Review which will be implemented over the summer; the Access and Participation Plan and the Race Equality Charter.</p> <p>Q: Who is responsible for scrutinising the Access and Participation Plan? A: The Office for Students is responsible for scrutinising the Access and Participation Plan, and setting recommendations on how the University can improve according to what the plan says. I would like more students to be involved in setting the Plan also.</p> <p>Q: As a result of this review, how will Student Reps be held accountable? A: I think accountability is a good idea, but I am not sure how this might work administratively, it could be quite challenging, but I am broadly in favour.</p>	
3	International Officer Report and Questions	<p>The International Officer provided a verbal update.</p> <ul style="list-style-type: none"> • Since the last meeting: • Fab 'N' K-Pop – Unfortunately this did not take place. • Student Union Research – Working to visit other SU's such as Sheffield, about how to increase international student engagement. • One world festival – Looking at how to make it better for future years. • International mental health – Continuing to work on this. • Overseas campuses – A number of meetings held with 	Noted

		<p>academics and Campus Director. Currently working on Quality Assurance.</p> <p>Q: What work is ongoing with the Dubai Campus? A: I've had meetings with student leaders and academics – more attention was provided to them in the early days of the Dubai campus. Currently my work is focusing on quality assurance processes, bringing them in line with the Edgbaston Campus; raising issues with staff in Dubai and building a culture of mutual respect between the institutions.</p> <p>Q: What will happen in the future with these campuses, do you expect that they will have more autonomy in future? A: Much work is happening at the moment to build those relationships with the other campuses. As this improves, I expect these campuses to have more autonomy, but with me acting as a single point of contact to act on issues that might come up.</p> <p>Q: Do you represent UK students on Birmingham's international campuses? A: Yes – I also have responsibility for those UK students studying abroad as part of their Degrees at the University.</p> <p>Q: Do you think students in Dubai have different requirements to those studying in the UK? A: Yes, Dubai is a different cultural experience, so I have been working with the Equality Team at the University to make sure students are aware of this.</p> <p>Q: You spoke about providing information on international scams, what type of scams are these? A: There is a scam we've been made aware of concerning companies asking for money for support to help with expiring visas. such emails contain real student data. I have been working with ISAS to communicate with students about this, which will also be included in the new Welcome Week communications.</p> <p>Q: You mentioned issues with police registration. Can you provide more information on this? A: Students from certain countries are required to register with the police as part of their visa conditions. In the past we have invited police onto campus to help them with this process, we have tried this year but we won't be able to get this in place in time for September. Some students have found it difficult to get appointments to register within the time period given by the Home Office, which has left them concerned their visas could be revoked. It has been confirmed that students will have longer to complete this process.</p>	
4	AOB	<p>AS thanked all panel members for participation in this trial year. It was noted that the Panel Members would be invited to give feedback on the process shortly.</p>	Noted

The meeting closed at 18:50

Date of next meeting: TBC