



QMSU President's Report

Outcome requested:	Council is asked to note the QMSU President's report and minutes from the last MoA Review Panel meeting.
Executive Summary:	The report is an update from May on activity within the Students' Union. It includes the following sections: Key Updates Student Voice Student Opportunities
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Senior Management/External Sponsor	

President's University Council Report

June 2023

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President's Report

Key Updates

Education Awards

In May we hosted the annual Education Awards, celebrating the contributions of students and staff to improving the Queen Mary learning experience. The ceremony was hosted at Drapers' Hall for just under 100 attendees including the Executive Officers, Students' Union and university staff, and students from across all faculties.

This academic year, over 500 nominations were received across 20 categories with fantastic work from students, reps and staff being celebrated. This is an increase of over 200 on the 2021/22 total, which highlighted the value and interest in the awards. The nominations were submitted by students and staff, recognising students and staff across all faculties and professional services for their work improving the learning environment and championing student voice in the past year.

The event featured speeches from President, Adi Sawalha, Vice Principal Education, Stephanie Marshall and QMUL Council member and Liberman of the Drapers' Company, Gil Baldwin. The awards were presented and announced by Vice President Humanities and Social Sciences, Saynab Sharif, Vice President Science and Engineering, Muneer Hussain and Vice President Barts and The London, Charlie Sellar.

A full article about the Education Awards is featured on the Students' Union website:

<https://www.qmsu.org/news/article/6965/The-Winners-of-the-Education-Awards-2023-are/>

Community Foundation

The year started with a major success: the Community Foundation won the 'Enhancing the Workforce Award' at the London Sport Awards, beating over 350 nominees. Throughout the year, the Foundation has helped in the delivery of sport in the community in a variety of ways, ranging from students delivering basketball sessions in local primary schools to inclusive sport sessions at one off events like the Festival of Communities. Student volunteers and staff have delivered over 1000 hours of sport this year, meaning the Community Foundation has been able to fund qualifications in sport for 39 individual students.

Looking forward, we are preparing to deliver a Sports Camp to local children throughout the school summer holiday.

Study Well

Study Well, our regular wellbeing campaign and project to support students during the assessment period, led by Vice President Welfare, Jojo Croft, has continued to receive positive feedback for the wide range of activities and events held across the Mile End and Whitechapel campuses. Some of these events have been supported by numerous professional services departments, including Student Life, Residential Services and QM Library. Activities have included petting zoos, Get Active pop-ups, Postgraduate focused events (including yoga classes and socials), painting and craft events and revision sessions. We have also given away meal kits as a new initiative this year to take some pressure off students from both a financial perspective, with the cost of living in mind, and a time perspective, with students having less time to plan meals for themselves during the exam period. This has been an extremely popular initiative.

Club Sport

Club Sport has had an amazing year of growth and development. We have seen 2 new clubs affiliated to the programme, 10 teams have won their league or cup and memberships are at 3,335 at the end of the year representing an increase of 15% compared to 2021/22. We have had over 120 students signed up to BUCS events and a great deal of campaign work has been undertaken by clubs including fundraising for Breast Cancer Awareness month, Movember, and Women in Sport as part of our student-led Merger Campaign. The Club Sport Development Fund has received 55 applications this year and 46 were either part, or fully funded, with £20,584 spent to support club projects and resources.

Club Sport has also secured £6,000 from Westfield Funding for the Financial Support Fund. The Fund exists to help students facing financial barriers that prevent them from participating in sport at QMUL, to take part by covering membership, kit and travel costs. This year there have been 14 fully funded applications.

All Club Sport welfare officers have received full training as part of our reviewed training pack. This included a new 'Equality, Diversity and Inclusion' training session, run in conjunction with the Student Engagement Team.

We have delivered 4 Personal Professional Development Sessions, including a Sponsorship Workshop, First Aid Courses, a Disability Awareness in Sport Course, and a Mental Health First Aid course open to all club members.

This Girl Can week was an immense success with 235 engagements over the course of the week. Our biggest events of the year - Sports Awards and Merger Cup – were both highly attended and received great feedback, with 150 students attending the Sports Awards and around 1,500 engagements with Merger Cup over the week of events, including players and spectators.

Raise and Give (RAG)

Student charity fundraising has been at an all-time high this year, with Student Groups and Sports Clubs holding many different activities and stalls to fundraise, ranging from bake sales, to climbing the Three Peaks, to 24-hour Rowathons.

61 different Student Groups and Sports Clubs adopted 65 different charities through adopt a charity this year. A staggering £64,859.69 has been raised across the year, with some fundraising money still to come in.

Qmotion

Qmotion has had an incredible year, reaching a peak membership of 3011, representing an increase of 30% in comparison to the 2021/22 academic year. We have had 135,000 visits to date this year, and our members are using the facility more regularly than ever, with 47% of members visiting 4 or more times a month.

Our group exercise timetable has gone through a huge period of growth with 7000 attendees across the year. The fitness team has delivered 400 gym programmes, with a fantastic average feedback score of 98%. Qmotion has also received positive scores from our member satisfaction survey, with our customer service satisfaction score reaching 85% and our overall satisfaction score achieving 83%.

Student Voice

Officer transition

As we approach the new academic year, we are preparing for the transition of a new cohort of Part-time Officers and the new Exec team. Following the successful election period in semester 2, the team has begun this process by conducting handover meetings and interviews with outgoing reps, a crucial step in the HEAR Recognition incentive, and making sure that we have feedback to improve our systems of support.

Our Part-time Officers core skills training and introductory meetings with staff supports will begin next month and aim to provide PTOs with the knowledge needed to successfully gather student feedback, lead inclusively, and run projects. These meetings will also ensure staff have a clear understanding of the new Rep's priorities.

In addition, the Student Voice team is currently planning a new batch of training and stakeholder meetings for the new 6 Exec Officers, who will begin their training period in the second half of July, before taking office on the 1st August. The training programme for Executive Officers features a wider breadth of content, skills, and knowledge, aimed at supporting them to lead the Students' Union and begin their projects for the academic year.

QM Academy

Within the Inclusive Curriculum Steering Group, Saynab presented a paper on Disability Awareness, with feedback gathered from both students during Disability Awareness Fortnight and a focus group comprising of student representatives and a variety of different students from across the university. The feedback revealed that there are areas of concern for students and many students are unaware of how they can access different services, such as DDS and ACS. These insights and key learnings will be used to inform Officer activity going forward.

Graduation Fund

The Exec approved 280 students to have their cap and gown costs covered for the July graduations, with 398 applications received. The remaining money in the fund for this year has been allocated to help relieve the financial burden for as many students as possible.

BLSA Board Restructure and Postgraduate Representation

This month, Charlie has been continuing his work on restructuring the SMD representatives on Student Council, with particular focus on the BLSA Board positions within the Postgraduate community. This policy, which was voted on at Student Council in December, largely revolves around modernising our structures to better represent students in the Postgraduate heavy institutes, another unique element within SMD. Primarily, Charlie has been working with QMSU Postgraduate Board and stakeholders within the BLSA to identify gaps in the current model and identify steps in transitioning to a new structure, seamlessly.

BLSA Malta

This term Charlie has been continuing his project in collaboration with students in Malta, focusing on all elements of their student experience, including education.

Charlie has been working with the BLSA Malta Board to improve the culture of the board, support them with collaboration projects and exchange programs.

Charlie has been working on a 'Guide to London' and a 'Guide to Malta' for students undergoing Student Selected Components (SSC) exchanges, to make that transition far simpler. Furthermore, he is working on creating information booklets for students in Malta who are looking to complete an intercalated degree on one of our London campuses. This project feeds into a wider priority, aiming to bring our sister campus (and those studying at them) closer to the BLSA and enhance the community for students in London, making them truly feel a part of Barts and The London and QMUL.

Student Opportunities

Volunteering

The Volunteering Service has had a busy year, offering 12 different Give Volunteering A Go days, supporting 9 active Volunteering Groups and providing a huge variety of Brokerage opportunities. At present there are 7,175 current students on the volunteering system as active volunteers. The Brokerage service has 180 active charities and at present there are 254 volunteering opportunities available, across a variety of sectors.

This year 369 students have submitted hours towards a volunteering award. 35 Volunteering Awards were achieved, with 5 students achieving a Gold Award (100+ hours volunteering), 11 students achieved a Silver Award (50+ hours volunteering), and 19 students achieved a Bronze Award (25+ hours volunteering).

In May, the Volunteering Awards took place, celebrating all strands of the volunteering service, with student volunteers, volunteering groups and organisations from the Brokerage service and Give Volunteering a Go attending. Across the evening we awarded 4 group / organisational awards and 8 individual awards, along with 5 Trophy Awards. The QMSU website has been updated with the winners, and those who were highly commended, on the evening.

The Give Volunteering A Go and Brokerage 22/23 feedback reports are complete. Feedback was collated for these reports through distributing a survey to students and Brokerage partners. The feedback reports have highlighted suggested changes and new initiatives, which will be used to help plan for the next academic year.

We are still collecting feedback from our student group leaders and members about their experiences. We will be using these findings to help plan for the next academic year. Excitingly, we can already see in the responses we've received that our committee roles are having a positive impact on students' wellbeing and university experience.

Performance Sport

The Talented Athlete Programme aims to support high performing student athletes to balance their university life whilst achieving their sporting potential. The Programme supplies a comprehensive support package, allowing student athletes the opportunity to continue excelling in the sport they love, at the same time as studying for a world class degree at QMUL.

Recently QMUL has been accredited by the ground-breaking dual career scheme, which is part of the talented athlete scholarship scheme (TASS). As a member institution of this scheme, QMUL is leading the way in supporting talented athletes who are in higher education. This is a Sport England backed programme, supporting young sports people who are on the talent pathway by providing the opportunity to gain qualifications alongside their sporting pursuits, follow other interests, as well as further their personal development.

We have supported 16 athletes on the programme this year, including the delivery of 3 performance workshops around nutrition, sport psychology and female health and performance. In addition to this, we have continued the provision of strength and conditioning services which has been extremely well received by our athletes. 90% Agree that our programme has helped them to perform better in their sport, 100% agree that their athletic performance has been positively influenced by participating in the programme and 91% agree that strength and conditioning has helped them feel better mentally. Feedback for the programme has also been extremely positive, with 100% of athletes agreeing that they have enjoyed being part of the programme and 86% agreeing that the programme has had a positive impact on their university experience.

Recreational Sport

Since the beginning of the academic year, Get Active has had 6,235 engagements across its range of activities. We have increased the number of weekly pop-ups provided, providing free and easily accessible activities such as badminton, table tennis and cornhole during exam season. These sessions achieved 443 engagements during our May sessions. Over the course of the 2022/23 academic year, Get Active has seen a 39% increase in student engagement on last year.

Since the beginning of the academic year, the Inter-Halls Games programme has run 6 events, with our Badminton event, held in February, proving to be the most highly attended event since the programme launched in September 2021. IHG also ran its first event in conjunction with a Queen Mary sports club, providing an Archery Tag event with the Archery Club. Over the course of the academic year, Inter-Halls Games has engaged 115 students from 18 of the Queen Mary halls of residence.

During exam semester, Social Leagues engaged 130 students across 3 different leagues. A Women's Futsal league was trialled during this time, attracting 4 new teams of players to expand the sporting offer for women at Queen Mary. The programme hired 2 new student staff members to function as referees and umpires at the leagues, raising the total of student staff employed to 22. Over the course of the year, the Social Leagues programme has encouraged student teams to create their own social media pages, in order to engage new members and create a more vibrant community.

Sustainability

This year we have engaged hundreds of students across a range of sustainability initiatives, including 14 canal clean-ups, 3 allotment planting sessions, 3 tree-planting sessions and 13 events during Green Week. Our biggest canal clean-up ever had 25 attendees! The September Re-use fair saw almost 500 attendees, diverting nearly 1 tonne of items from landfills, equating to approximately 0.8TN of carbon. We also released our first ever Big Green Survey, helping us to understand student attitudes to sustainability, with 75 responses so far.

Relationships with key partners have been created, including the Canal River Trust, FFF, Trees for Cities and Netcompany. We will be working towards creating a recognisable brand for sustainability, increasing engagement further and building on our relationship with the University.

Student Groups

We have had another successful year with our societies, with over 14,000 memberships sold across 292 societies. Between September 2022 – June 2023 we have had 471 events registered, with 35 of those being large-scale events, such as conferences and balls. Our societies have had a busy a year and we are extremely proud of what they have achieved, including the amount of affordable events they have been able to put on despite the cost of living crisis.

The groups are almost finished for the academic year, with most groups now working on their handovers. We hosted our annual summer induction training for all new committees this week and will now begin to encourage groups to start preparing for the next academic year.

Adi Sawalha
Students' Union President
29th June 2023

**QMUL / QMSU MEMORANDUM OF AGREEMENT REVIEW PANEL
21 June 2023**

DRAFT MINUTES

Present:

Dr Philippa Lloyd (Chair)
Chris Shelley

Dominique Gracia
Mike Wojcik

Charlie Sellar

In attendance:

Brad Coales

Kaya Wiles (Secretary)

Apologies:

Dr Sharon Ellis

Maryanne Matthews

Adi Sawalha

Part 1: Preliminary Items

1. Welcome

1.1 The Chair welcomed everyone to the meeting and noted the apologies.

2. Minutes and Actions

2.1 The Panel **approved** the minutes of the meeting held on 25 April 2023.

2.2 The Panel **noted** the following updates to the action table:

- 2021.30 was complete. It was confirmed that there was no designated support scheme for students who had engaged with Student Assisted Medical and Dental Applications (SAMDA) as applicants. The students would often participate in other widening participation activities. There had also been a trend of students who had received support through SAMDA later volunteering with the scheme.
- 2022.02 and 2022.09 were pending. The Equality, Diversity and Inclusion (EDI) team had undertaken some work in the area, which had been shared with Mike Wojcik. Mike Wojcik was preparing a paper for the Space Management Group, drawing on links between contemplation spaces and multifaith provision and how these also related to wellbeing. It was noted that it would be helpful for the area to be considered by other colleagues too, as the issue included wider themes than space allocation alone. The paper could be presented to the Infrastructure Group, who could act as the umbrella group, with a copy also going to the EDI team for comment.
- 2022.10 was pending. There would be a proposal for extenuating circumstances to be enhanced through the Process Improvement workshops. If the proposal was not successful, the work would be done within the Student Experience Directorate. There would be an update in the coming weeks.

- 2022.11 was pending. Conversations around planning for student growth were ongoing. An update would be provided at the next meeting.
- 2022.16 was complete.
- 2022.20 was pending. Consideration was being given as to whether one partnership agreement could cover Professional Services as a whole, rather than one per department. It was hoped that the partnership agreements would be complete by September 2023.
- 2022.21 was complete.
- 2022.22 was complete.
- 2022.23 was pending. Consideration was being given to where responsibilities lie. This could be added to the Garrod Building partnership agreement when agreed.
- 2022.24 was complete.
- 2.2022.25 was complete.
- 2022.26 was pending. An updated version of the Block Grant tracker would be circulated to the group shortly after the meeting.
- 2022.27 was complete.

Part 2: Matters for Discussion

3. Report from QMSU

- 3.1 The Panel **noted** that QMSU were hoping to achieve a £50k surplus against the budget, in line with the QMSU reserves policy and five-year financial forecast.
- 3.2 The Panel **noted** that the building works in the Garrod Building were on track to be completed in Autumn 2023. It was hoped that there would be a detailed timeline providing details of the operational management of the building shared with QMSU in due course. It would be important for students and colleagues to comfortably be able to explore the building during the welcome period at the start of the 2023-24 academic year.
- 3.3 The Panel **noted** that current Executive Officers were working with the incoming Executive Officers for 2023-24 to provide them with a thorough handover. This would be particularly important for longer-term projects which spanned several years, such as the MBBS curriculum review.

4. Partnership Agreements

- 4.1 The Panel **received** the draft partnership agreement, with appendices, for the Directorate of Estates and Facilities (EAF).
- 4.2 The Panel **noted** that the University would own the partnership agreement and QMSU would work with colleagues in EAF to progress and finalise the partnership agreement. It was noted that there would be some merit in maintaining some of the detail previously provided in the Service Level Agreement (SLA) by providing this information as an appendix. As owners of the document, it was hoped that colleagues in EAF would be able to refine the information currently included in Appendix 1. The partnership agreement provided a descriptor of what was covered. Colleagues in EAF would be able to address any potential gaps.

- 4.3 The Panel **noted** that the Garrod Building agreement concentrated on areas that were specific to the Garrod Building and not otherwise covered in the EAF partnership agreement. It would be important for the details of the agreement to be shared with colleagues in Professional Services. There would be Standard Operating Procedures (SOPs) in place where required.
- 4.4 The Panel **noted** that a monthly Partnership (Stakeholder) Meeting would be chaired by the QMSU CEO and supported by the QMSU team. There would be representation from EAF, the Faculty of Medicine and Dentistry (FMD) and the Student Experience Directorate.
- 4.5 The Panel **noted** the expected timelines for completion. It was hoped that the Garrod Building agreement would be finalised towards the end of July 2023. Ideally any significant issues would be raised with the QMSU CEO much sooner. It would be important to have the division of roles and responsibilities clearly specified prior to launching the renovated Garrod Building.
- 4.6 The Panel **noted** that the partnership agreements should be signed off by a relevant member of the Senior Executive Team (SET). For example, the Chief Operations Officer should sign off Partnership Agreements for the EAF, HR and Health and Safety directorates. Approval from the Vice-Principal (Health) should be sought for the Garrod Building agreement. The Director of Student Experience, colleagues from EAF and QMSU Executive Officers should be consulted with prior to approval.

ACTION: Mike Wojcik, QMSU CEO, to consult with Chris Shelley, Director of Student Experience, QMSU Executive Officers and representatives from EAF on the Garrod Building agreement.

ACTION: Mike Wojcik, QMSU CEO, to share the Garrod Building agreement with Professor Sir Mark Caulfield, Vice-Principal (Health) for consideration and approval.

ACTION: Mike Wojcik, QMSU CEO, and Kaya Wiles, Executive Officer (Academic Secretariat), to identify deadlines for the Garrod Building agreement.

- 4.7 The Panel **noted** that the Finance Directorate partnership agreement had been signed off by the Chief Financial Officer.
- 4.8 The Panel **approved** that Finance Directorate partnership agreement.

5. Block Grant

- 5.1 The Panel **received** a report on the Block Grant.
- 5.2 The Panel **noted** the addition of examples of joint clubs and cross-campus activities to the Block Grant tracker. For example, the tracker included data on QMBL Fencing, which had membership from the Faculty of Science and Engineering (S&E) (41%), the Faculty of Humanities and Social Sciences (HSS) (30%) and FMD (29%). It was noted that the smaller number of students from FMD were representative of the smaller faculty size.

5.3 The Panel **noted** that the Block Grant letter for 2023-24 stated that any changes in pension contributions should be managed from within the existing budget allocation. It was noted that this related to charitable objects and charitable purpose. Although Queen Mary provided the payroll services, QMSU would be best placed to make decisions around the legality of any changes to pension contributions and the funding for this.

ACTION: Mike Wojcik, QMSU CEO, to discuss the wording of the Block Grant letter, specifically around pension contributions, with Karen Kroger the Chief Financial Officer, with a view to add clarity to the wording for next year's letter.

5.4 The Panel **noted** that the Block Grant funding over the past five years was considered in relation to student growth and cost-of-living increases. QMSU found there to be a gap of £93k despite the uplift. QMSU would work to identify areas to achieve the equivalent reduction in spending. It was noted that QMSU sought to go above and beyond their charitable function to assist Queen Mary in achieving its strategic objectives.

5.5 The Panel **noted** that a statement around HR's satisfaction with the contracts offered by QMSU would be added to the Block Grant tracker, in line with action 2022.26.

5.6 The Panel **noted** the business cases that had been submitted to the University. These included both continuous and one-off payment requests. The Student Experience Directorate had provided comments on the business cases and had identified where the QMSU projects would compliment work being done within the University. The joined-up approach would also help to avoid duplication of efforts. The Panel were satisfied that the appropriate discussions had been held with the Student Experience Directorate.

5.7 The Panel **endorsed** the Block Grant business cases.

6. Student Experience update

6.1 The Panel **received** the Student Experience Directorate Plan 2023-2026.

6.2 The Panel **noted** that the three-year plan was being circulated within the directorate for comment and feedback. The plan had also been shared with Directors of Education and the Professional Services Leadership Team (PSLT).

6.3 The Panel **noted** that the plan would be an internal document, to be used by the directorate to outline their core purposes and identity and to drive improvements.

6.4 The Panel **noted** the ambition to lead student experience across the University by working in partnership with Schools, Institutes and QMSU.

7. Any other business

7.1 The Panel expressed thanks to Charlie Sellar and Adi Sawalha for their valuable contributions to the Panel over the course of their terms.

Part 3: Other Matters

8. Meeting dates for 2022-23

8.1

It was noted that the Panel would meet on the following dates in 2023-24:

- Wednesday 20th September 2023, 14:00 – 15:30 via Microsoft Teams
- Wednesday 8th November 2023, 14:00 – 15:30 via Microsoft Teams
- Wednesday 13th March 2024, 14:00 – 15:30 via Microsoft Teams
- Wednesday 1st May 2024, 14:00 – 15:30 via Microsoft Teams
- Wednesday 26th June 2024, 15:30 – 17:00 via Microsoft Teams