



**University of St Andrews
Students' Association
Students' Representative Council
Student Services Council**

MINUTES

Tuesday 18th September 2018 – Large Rehearsal Room – 6pm

Present

Member's Name	Position
Gianluca Giammei	Arts & Divinity Faculty President
Olivia Sutton	Association Alumni Officer
Sneha Nair	Association Chair
Morgan Morris	Association Community Relations Officer
Alice Foulis	Association Director of Education
Adam Powrie	Association Director of Events and Services
Jamie Minns	Association Director of Student Development and Activities
Nick Farrer	Association Director of Wellbeing
Lauren Davis	Association Environment Officer
Zelda Kotyk	Association LGBT+ Officer
Sarah Ramage	Association Lifelong and Flexible Learners Officer
Paloma Paige	Association President
Emma Thompson	Principal Ambassador
Camilla Duke	Rector's Assessor
Alisa Danilenko	Science/Medical Science Faculty President
Lucy Allat	SRC Accommodation Officer
Avery Kitchens	SRC Member for First Years
Isabella Smith	SRC Member for Gender Equality
Tomasin Animashaun	SRC Member for Racial Equality
Emily Muller	SRC Member for Students with Disabilities
Ciara McCumiskey	SRC Member for Widening Access and Participation
Robyn Wells	SRC Member Without Portfolio
Ashley Clayton	SRC Postgraduate Academic Convener
Courtney Aitken	SRC Postgraduate Development Officer
Chloe Ashley	SSC Arts Festival Convener
Laura Mueller	SSC Broadcasting Officer
Niamh McGurk	SSC Charities Officer
Matthew Singer	SSC Debates Officer
Mika Schmeling	SSC Design Team Convener
Paul Lancaster	SSC Entertainments Convener
Shaina Sullivan	SSC Member Without Portfolio
Casper Sanderson	SSC Music Officer
Rowan Wishart	SSC Performing Arts Officer
Cameron Rice	SSC Postgraduate Officer
Kevin Phelan	SSC Societies Officer
Adam Lord	SSC Volunteering Officer

In Attendance

Iain Cupples	Student Advocate (Education)/HR Manager
Chris Lusk	University Director of Student Wellbeing Projects
Dan Marshall	
Annie Smith	The Saint

1. Adoption of the Agenda

2. Apologies for Absence

Fiona Murray Athletic Union President

Apologies

3. Adoption of Minutes of Previous Meetings

- 3.1. SSC 13 February 2018
- 3.2. JC 20 February 2018
- 3.3. JC 10 April 2018
- 3.4. SRC 17 April 2018
- 3.5. SSC 24 April 2018

Iain asked that grammatical and spelling corrections be submitted following the meeting. With this proviso, the minutes were **approved**.

4. Matters Arising from Minutes of Previous Meetings

None

5. Open Forum

No business

6. Reports of the Sabbatical Officers

- 6.1. Report of the Athletic Union President

Not present.

- 6.2. Report of the Association President

Paloma welcomed members returning after the summer. She highlighted areas that sabbaticals had been working on over the summer including voter registration and community council elections. The latter were typically held early in the Autumn, and had been scheduled for October 4th, with the registration for voters sent out July and a deadline for nominations of 10th August. This effectively excluded students from participation. Paloma had worked with local councillors and community councillors to get the date changed this year: this was eventually agreed on a close (7-6) vote. Community Council elections would now be held on a spring date to be determined, likely in March. Paloma said that it was really important to see students elected to the Community Council: although the Association had representatives attending these meetings including the President and Community Relations Officer, elected representation was important too. There would be further information on the website in weeks to come.

Turning to accommodation, Paloma noted that new halls were as yet unfinished, and this had been problematic, requiring temporary accommodation for students who would have been in those halls, with a move in to the new halls during the academic year. She had been working with the University to make the transition as smooth as possible. It had been agreed to try to ensure no new undergraduate students would be allocated rooms in those halls. Focus groups would be held to get feedback from students on their experience, but in the meantime if members were aware of concerns they could talk to Paloma.

Also on accommodation, Paloma was working with RBS to set rents for academic year 2019-20, with the aim to diversify hall pricing and allow more options. Paloma noted that the University benchmarked their accommodation costs against other institutions, but did not take into account catering costs. Paloma also wanted to ensure the University advertised flexible leases and accommodation bursaries more effectively.

On environmental issues, there would be a review of the Association's Sustainability Policy. It was recognised that although we do a lot in this area, there was a problem with full adherence to the policy structurally.

Paloma had received lot of messages about unlicensed red gown replicas being offered by an independent supplier and the University's reaction to this, with some students asking why this is a concern. Feedback was requested, whether for or against this.

Finally, the University Press Office were interested in running 'Instagram takeovers' by student groups including societies and subcommittees.

6.3. Report of the Association Director of Events & Services

Adam minuted thanks to entertainments crew and volunteers for their efforts in Freshers' Week. Freshers had been very successful with no major issues: final figures were not available but signs were that they were expected to be good. All events had sold out and there had been positive feedback so far. If members wanted a more detailed debrief, they should see Adam.

Societies and subcommittees had been emailed about hosting events in the Union – see the events page. Adam and Jamie can help with arranging and organizing these.

The Main Bar food menu had changed to offer additional options including more vegetarian options, along with an extension of service until 8pm. Details of the first 4 bops were up: there was a trip to London available as a prize at Britbop. Hot Dub Time Machine would perform next week. Adam had received questions about booking events on Fridays and Wednesdays: he would try to accommodate hosting of bops etc. for student groups, but may recommend other nights as an alternative.

6.4. Report of the Association Director of Student Development & Activities

Jamie also minuted thanks and well done to all who had contributed to the wide array of events by societies and subcommittees during Freshers. Particular thanks were due to duty managers and volunteers. Freshers' Fair had been a great success.

Jamie was working with CAPOD to revamp Councils training. There would be a mandatory session on 14th October, covering chairing meetings, time management, and other flexible skills.

Societies risk assessments now had a dedicated email address, unionra@. These should be submitted 2 weeks prior to any event. Members with a budget should all have details by now. Jamie was working with the University Development Office on how we keep alumni lists, and with Admission at how the Union is presented at open days etc. Please remember to submit hours to the Volunteering Portal: any questions about the portal should be submitted to Jamie. Finally, Jamie asked Council members to come to the sab office at any time with questions.

6.5. Report of the Association Director of Education

Alice had been working on academic policy with the University, including notably a revamp on academic alerts, focused on publicising to students what to do if they receive one. Alice was also working on a class rep survey to gauge the experiences of class reps. Feedback had indicated a lack of support felt by PG reps in schools: Alice was taking this to the PG committee in the University. Work was also being done on revamping the Teaching Awards. There was a new School President position for music courses, and a Grad School President position for the new grad school, plus a new Alternative Pathways Convener for courses falling outside the usual School structure like evening degrees. Alice was also working with Careers to link with School Presidents, as it was felt that strong links in this area

would work better than dedicated employability reps in Schools. Class rep elections were scheduled: nominations were open Monday to Friday with voting next week.

6.6. Report of the Association Director of Wellbeing

Nick announced that this year, for the first time, there would be an allocated budget for the Wellbeing Committee. SHAG week would be week 3: he and the committee were involved in planning events. The Association had been working with the University and AU in the area of students and alcohol use, looking to see how responsible alcohol use could be promoted. Nick was working on a redesign of support pages on the website, organising all existing content around the HelpHub pages. He had also been chatting to Chris Lusk, the University's Director of Student Wellbeing Projects, about establishing the new health hub in the Community Hospital as the first point of contact for students and on the Community Hospital motion which would be discussed later. The first Wellbeing Wednesday videos had been released. Condom Reps had been trained early so they would be in place for Freshers' week. Setting up the Ask Angela campaign for the bars in the building was in process – presently this awaited police backing. Nominations for the John Honey award would be considered at the Executive Committee meeting to follow this meeting. Nick had also been in talks with the Physics Director of Teaching, who was interested in running student wellbeing events in Physics. The University security review had been signed off. Pangea planning was taking place. Finally, Nick asked Equal Opportunities committee members to see him later.

7. Questions for Association Committees

- 7.1. Questions for Association Alumni Committee
- 7.2. Questions for Association Community Relations Committee

Morgan was involved in regular meetings planning St Andrew's day events – resources were needed for this. Morgan estimated these events would need around 150 volunteers, and was working with SVS to find students to help. If Councils members wanted to run stalls at the event, there was a small budget available to help. Morgan had also been working with the Get Your Kilt On campaign, and had ordered paper kilts for a photoshoot: volunteers to participate should see Morgan. There was a bonfire safety campaign to come this week.

- 7.3. Questions for Association LGBT+ Committee

Queer Question Time would be on October 4th. There was a film screening in Sandy's this Thursday.

- 7.4. Questions for Association Lifelong and Flexible Learners Committee

Lifers had a really successful Freshers' Week: they had run 3 events, all well attended, and found lifelong and flexible learners keen to get involved. Sarah reminded council members that as an Association subcommittee, all events run by the committee were open to all students.

8. Questions for SRC Committees and Officers

- 8.1. Questions for SRC Accommodation Officer

Accommodation week was being planned. If members had input for How To Rent talks, please forward that to Lucy.

- 8.2. Questions for SRC Member for First Years

Freshers' Week went well, and there had been good feedback from first years.

- 8.3. Questions for SRC Member for Gender Equality

- 8.4. Questions for SRC Member for Racial Equality

Pangea would run from 29th Oct-3rd Nov. This would include a 2 day conference series on the lack of BAME academics and students. This would be a teamup with the Afro-Caribbean Society. Any more ideas were welcome. A pilot of a BAME students' mentorship programme within the University was planned.

- 8.5. Questions for SRC Member for Students with Disabilities

Emily reminded members that accessibility in event booking was important and to bear this in mind in event planning. She was hoping to organise speakers from disability charities within the UK.

- 8.6. Questions for SRC Member for Widening Access and Participation
- 8.7. Questions for SRC Arts/Divinity Faculty President

Gianluca met with Alice today, to understand how to make transition for School Presidents more effective.

- 8.8. Questions for SRC Science/Medicine Faculty President
- 8.9. Questions for SRC Postgraduate Academic Convener

Ashley had been participating in PGR student inductions, and urged members to push PG class rep elections and nominations for PG students they knew.

- 8.10. Questions for SRC Postgraduate Development Convener
- 8.11. Questions for Principal Ambassador

Ambassador applications closed today, with 400 applications received.

- 8.12. Questions for Rector's Assessor

Saturday is a car-free day on Market Street and events would be taking place. Volunteers were requested to help.

- 8.13. Questions for SRC Member Without Portfolio

Robyn was working with Shaina on planning a social.

9. Questions for SSC Subcommittees

- 9.1. Questions for SSC Broadcasting Committee

Applications were open for shows.

- 9.2. Questions for SSC Charities Committee

An EGM would be held on Monday in the Beacon Bar.

- 9.3. Questions for SSC Debates Committee

Members should note that the venue for the event tomorrow had been changed.

- 9.4. Questions for SSC Performing Arts Committee

This summer had seen several Mermaids-supported shows at the Edinburgh Fringe, receiving good reviews and in some cases nominations for awards. Other shows had gone on tour. Overall, it had been an excellent summer.

- 9.5. Questions for SSC Postgraduate Committee

It had been a good Freshers' Week, with 6 events held, all well attended with lots of different people. Sustaining interest was the challenge: the committee therefore aimed to increase the diversity of events. With this in mind, they were inviting other council members to do joint events.

- 9.6. Questions for SSC Societies Committee

Kevin raised the issue of students and student groups fundraising outwith the Association, for example by charitable events like FS, and was looking at how best to ensure this was accounted for. The idea had been raised of a voluntary charter. Socs would also be looking at internal structures and accountability for office holders inside societies.

9.7. Questions for SSC Music Committee

Casper would be sending out a form tomorrow to followers on the committee's social media pages as part of an effort to make a database of student musicians.

9.8. Questions for SSC Volunteering Committee

Application deadlines had been extended to Sunday due to technical issues with the website.

9.9. Questions for SSC Design Committee

The committee had many new designers: council members needing design work done should please reach out via the website.

9.10. Questions for SSC ENTS Committee

Ents had a fantastic Freshers' Week, with no major technical issues.

9.11. Questions for SSC On The Rocks Committee

OTR had held a good event in Freshers' Week. More would be held this term, perhaps monthly. Subcommittee applications were now open.

9.12. Questions for SSC Member without Portfolio

10. New General Joint Business

10.1. Motion to Resist the Loss of GP Out of Hours Services at St Andrews Community Hospital

Nick introduced the motion. He noted that current plans would lead to the loss of out of hours GP coverage (known as Primary Care Emergency Service, or PCES) at the Community Hospital. The proposed alternative of Kirkcaldy was simply not accessible to most students or many others in town. The motion included a long list of actions the Association would take, working with the Community Council and local politicians. The town as a whole was united in opposition to this move.

The floor was opened to questions. Kevin asked if point 11 under 'notes' was arguably drifting away from a statement of fact? Nick responded that ambulance response time naturally varies, but he had found what he regarded as the best source. Chris Lusk noted that often in daytime an ambulance can be there quickly, but at night-time there was one unit to cover North-East Fife. That unit might need to take a casualty to Dundee or Kirkcaldy and travel back from there for another callout, increasing response times.

Chris also noted that there had been no consultation with GPs over the move to end this service. There was no current GP service at night. Chris stated that the Principal supported the campaign against the move and local politicians also supported this. The University will ultimately back up students if they are put at risk by this closure, but many others in the local population were more at risk. PCES could not deal with everything, but offered vital first stage assessment and triage.

One success of the campaign so far was that the consultation had been extended. There would be a public meeting next Monday in the Town Hall, starting at 6:45, and it was crucial to ensure as many people attended this as possible. It was noted that students could travel to Dundee for emergencies, but this was problematic as it was a different area and access to records might be a problem. Chris also clarified that the minor injuries unit was still open in the Community Hospital, but this unit was in practice often dependent on PCES doctors to support nurse practitioners.

Nick noted that the actions listed in the motion are a beginning, not the end, of campaigning activity on the issue. The sabbatical officers and others would aim to raise awareness in students and in the wider community.

Emily emphasized that it was important to bear in mind disability often goes along with chronic illness. Disabled students would be particularly vulnerable in an emergency.

Councils agreed to move to a vote on the motion. The motion was **passed without dissent**.

11. New General SRC Business

11.1. None.

12. New General SSC Business

12.1. Nomination/Election of Association Discipline Committee Member

Iain explained that a vacancy had arisen as Tom Abbott, the previous AU president, had been one of the previous year's SSC nominees to the committee and had now left office. The duties of the role were explained and the floor opened to nominations. The following nominations were received:

Cameron Rice – nominated by Jamie Minns, seconded Kevin Phelan

Shaina Sullivan – nominated by Jamie Minns, seconded by Kevin Phelan

Chloe Ashley – nominated by Adam Lord, seconded by Adam Powrie

Casper Sanderson – nominated by Adam Lord, seconded by Adam Powrie

Mika Schmeling – nominated by Jamie Minns, seconded by Matthew Singer

The committee agreed to suspend standing orders on this election to speed the process. After speeches and voting, Shaina Sullivan was duly elected as the SSC nominee.

13. Any Other Competent Business

Paloma reminded members to forward information for the all-student email.

14. Collaborative Solutions

Not minuted.

JC - Motion to Resist the Loss of GP Out of Hours Services at St Andrews Community Hospital

Councils Notes:

1. The Fife Health and Social Care Partnership (hereafter 'FHSCP') write "we need to change" with regards to out of hours urgent care. Both new changes proposed by the
2. FHSCP involve making the current closure of GP out of hours services in St Andrews Community Hospital permanent. They propose these overnight services are moved to Kirkcaldy, or both Dunfermline and Kirkcaldy.
3. The FHSCP write: "The urgent care centres described [in both new options] are both within a one-hour drive for everyone in Fife."
4. The majority of students do not own a car nor have one immediately accessible.
5. According to government statistics, only 2% of students aged 17-24 drive to education. (The Office for National Statistics noted that 79% of households have at least one car or
6. van)
7. The University "has decided to actively encourage alternative forms of transport by staff and students rather than the car."
8. After 8:45pm on a weekday, every journey to Kirkcaldy by bus takes at least two hours and requires at least two buses. The last journey of the day departs at 9:30pm and arrives at 11:38pm. The next journey departs 6:05 am the next morning and arrives at 7:20am.
9. One quote for taxi fare from St Andrews to Victoria Hospital, Kirkcaldy on a weekday at 10pm was £65.45.
10. There are no mention of plans for increasing ambulance cover in Fife in the FHSCP proposals.
11. Some staff at the university testify waiting 40 minutes for an ambulance to appear, even in serious emergencies.
12. Principal Sally Mapstone has noted "significant risks" surrounding the move and labelled it a "grave concern".
13. MP Stephen Gethins said that "it is important that local provision is reinstated as quickly as possible."
14. With regards to the closure, North East Fife MSP Willie Rennie said it was "unacceptable that people in east Fife are being treated this way".
15. Chairman of the St Andrews Community Council. Callum McLeod, said: "This news is very disturbing and disappointing indeed.
16. St Andrews Councillors Brian Thompson, Jane Ann Liston, and Dominic Nolan have highlighted concerns about the closure
17. In 2012, 20.5% of the North East Fife population was over 65. 27.5% of the North East Fife population is projected to be over 65 in 2026.
18. The Consultation Period Ends on the 7th of October

Councils Believes:

1. That the permanent closure of GP out of hours services presents a serious threat to the health of all residents of St Andrews, whether they be settled residents, students or staff of the University,
2. The proposed reliance on cars to access out of hours treatment leaves the student population highly vulnerable because the vast majority of students have no access to a car, because of the cost of travel to Kirkcaldy in a taxi is inaccessible to many, and because public transport is sparse during the later hours of the evening.
3. In addition, the proposed reliance on cars leaves many of the town's resident population, particularly the elderly without access to a car, highly vulnerable.
4. The Students Association should condemn the proposals to permanently shut the GP out of hours service at the St Andrews Community Hospital as being extremely dangerous.

Councils Resolves:

1. To urge all students to participate in the consultation process, to state their preference for the 'no change' option, and to explain why any closure places them at risk here. The link is:
https://www.fifedirect.org.uk/formFinder/index.cfm?fuseaction=form.Question&Form_id=EC491032-04D7-7F93-DABC1E138656ED18

2. To urge all students to sign any petitions resisting the closure, including:
<https://you.38degrees.org.uk/petitions/keep-gp-out-of-hours-services-in-st-andrews?source=facebook-share-button&time=1535537016>
3. To urge any student who has relied on GP out of hours service to write to president@st-andrews.ac.uk and dowell@st-andrews.ac.uk to testify their experience.
4. To urge all students to attend the public consultation meeting on the proposals on Monday the 24th September at 6:45pm in the St Andrews Town Hall.
5. To mandate each individual Councillor and Subcommittee member to complete the consultation.
6. To compel the Sabbatical Officers of the Students Association to cooperate with the University, our MP, our MSPs, our Councillors, the St Andrews Community Council, and the Community Councils of the East Fife area to resist the change however possible.
7. To compel the President to write to the Chair of the Health Board and the Minister for Public Health, Sport and Wellbeing informing them of our position.
8. To compel the President and Director of Wellbeing to organise door-to-door activists to inform our neighbours of the proposals, the consultation, and have them sign the petition- beginning Saturday the 22nd of September.

Proposed by:

Nicholas Farrer, Director of Wellbeing

Seconded by:

Paloma Paige, Association President;

Jamie Minns, Director of Student Development and Activities;

Adam Powrie, Director of Events and Services;

Alice Foulis, Director of Education;

Fiona Murray, Athletic Union President;

Zelda Tobias-Kotyk, Association LGBT+ Officer

Appendix 1

'Councils Notes' Sources:

Points 1, 2 & 7 - (FHSCP) <http://www.fifehealthandsocialcare.org/joiningupcare/out-of-hours-urgent-care-redesign/>

Point 3 - (Government statistics - Students who drive)

https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/306500/young-car-drivers-2012.pdf

Point 3 - (ONS statistics - Households with cars)

<https://www.ons.gov.uk/peoplepopulationandcommunity/personalandhouseholdfinances/expenditure/datasets/percentageofhouseholdswithcarsbyincomegrouptenureandhouseholdcompositionuktablea47>

Point 4 - (University stance on driving) <https://www.st-andrews.ac.uk/environment/sustainabletravel/travellingbycar/studentcars/>

Point 5 - (Bus times)

<https://www.stagecoachbus.com/plan-a-journey/>

Corroborated by Google Maps route finder

Point 6 - (Taxi Fare)

<https://yourtaximeter.com/>

Points 8 & 9 - (Waiting times for ambulances, Principal Sally Mapstone's statement)

<http://www.thesaint-online.com/2018/05/principal-mapstone-labels-closure-of-out-of-hours-gp-services-a-grave-concern/>

Points 10, 11, 12, & 13 - (Statements from local politicians)

<https://www.fifetoday.co.uk/news/health/frustration-over-decision-to-stop-out-of-hours-service-at-st-andrews-hospital-1-4723240>

Point 14 - (Elderly Population in NE Fife)

http://publications.fifedirect.org.uk/c64_fife_locality_profilesnorth_east_fife_170503.pdf

Point 15 - (Consultation end date)

<http://www.fifehealthandsocialcare.org/joiningupcare/introduction-to-the-joining-up-care-proposal/>