**Minutes:** **SCRUTINY PANEL**

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| Unconfirmed: | Meeting  |

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| Date / Time: | 06/12/23 |

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| Location | The Pod  |

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| Chair:  | Scrutiny Panel  |  |

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| **Attendee name**  | **Acronym**  | **Role of Attendee** |
| Destiny Mazaiwana | DM | Academic Executive Officer  |
| Amir Iqbal | AI | Union Development Executive Officer  |
| Fluffy Adewola | AA | Welfare Executive Officer  |
| Priya Karasala | PK | Opportunities and Engagement Executive Officer  |
| Komal Shahzadi | KS | Equality and Diversity Executive Officer |
| Nerissa Doran  | ND | Disabled Students Liberation Officer  |
| Judith Olurankinse | JO | Postgraduate Liberation Officer  |
| Chimdi Oriaku  | CO | International Students Liberation Officer  |
| Toni Fazaeli | TF | Mature Liberation Officer  |
| Muhammad Akbar Khan  | MAK | BAME Liberation Officer  |
| Paige Billings | PB | Scrutiny Panellist  |
| Manav Madlani | MM | Scrutiny Panellist  |
| Lauren Riley-White | LRW | Scrutiny Panellist |
| Jacqueline Boakye | JB | Scrutiny Panellist |
| Avani Mehta | AM | Scrutiny Panellist |
| Mahek Rijhwani | MR | Scrutiny Panellist |

**Introduction and Apologies for Absence**

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|  | Apologies were received from […] |
|  | Aria Dudhia (Women's Liberation Officer) could not make this event. |

1. **Minutes from the Previous Meeting:**

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|  | N/A |

1. **Matters arising from the minutes**

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1. **Agenda: Topic 1 – Visibility**

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| **Scrutiny Panel: PB** | **GOATing: Could be more effective to bring awareness to their roles.** **Can you explain what GOATing you have been doing already and how could this be done even better?** |
| PK | To bring visibility outside DSU we will be actively GOATing outside of the union. Which means speaking to students in all faculty buildings.Also, using the Hub as a form of communication and having at least one Exec out GOATing each day. |
| DM | The Executive Officers have not been consistent with GOATing.However, they plan to create signs when going around campus and using their hoodies more.On Instagram they will be posting a weekly reel where they will be updating students on what they do.They have decided to get rid of the Exec Instagram due to lack of engagement.LTM- Leadership team meeting with the senior membership teams and the exec – they have discussed how to move forward to make a bigger impact on visibility. |
| ND | Working with the autism team where they talk about all roles inside DSU and was an active participant in Disability history month. |
| KS | Lecture shout outs – Exec to introduce these again to improve face-to-face engagement. |
| **Scrutiny Panel:**  | **Instagram Prescence- More marketing of their achievements could be done across the social media accounts. Students want to know who they are but do not have that opportunity to do so because they do not know where to find information about the officers.****How can all the officers make themselves more visible across social media and involve students in the marketing process?**  |
| AI | Executive Officers are working with the Marketing team and are currently looking to get students involved and collaborating with DSU to spread awareness of opportunities and events happening in DSU.Student events committee- A new committee which lets students do their own events and have that ownership. |
| TF | Communication and data have been an issue especially with sending out targeted emails. The is due to the lack of data provided from the University about the demographic of mature students.This has impacted the Mature students catch up - Low student engagement, as it relies on people browsing the website and stumbling upon it. However, it has gathered a lot of research in terms of mature students’ queries. |
| **Scrutiny Panel: MM** | **What are the Officers doing to make themselves present in fresher?** |
| AA | There is a possibility of having their own stall to bring awareness to their roles. This could be seen in Re-freshers. |
| **Scrutiny Panel: MM, LW, JB** | **How could all Officers push for societies members and Course Reps to join Student Council?****Could this be something which is introduced as a bye-law amendments to push society members to join?** |
| AI | Signposting from the Hub has been highly effective, introducing society members to send one member as mandatory as a last resort (possible bye-law amendments). It has been noted that Course Reps are very attentive to Student Council so the push for society members will be taken in more consideration for the next meeting. |
| JO | Having already reached out to some Course Reps already, it has been discovered that using Course Reps as a way to market student council and any other project through each programme is effective. |
| PK | Through targeted emails the society and sport committee members can be encouraged to join Student Council. The Opportunities team is directly reaching out personally through emails as well.  |
| **Scrutiny Panel**  | **Well-being Wednesday? What has happened to this?****How do we go about bringing this back if it has stopped?** |
| AA | Advice team organise Wellbeing Wednesday, so cannot update on the situation. |
| **Scrutiny Panel**  | **Lack of visibility has been seen from the postgraduate, BAME and international students’ liberation officer could you give us further updates please of what you have been getting up to?** |
| MAK | Currently waiting for feedback from a questionnaire which he has made to gather research for his project on ethnic grocery stores and food places in Leicester but is prioritising his studies at this current moment. |
| CO | Although the Ted X is still in progress -His focus is now on pressing issues for example the concerns about Visa and Immigration which has been communicated with the Executive Officers and Voice team. |
| JO | Wants to gather more information and create a Postgraduate day. Wants to reach out to Course Reps to pass on the message. Become something that is timeless.Allowing a space and community for them to know about opportunities. |

1. **Topic 2 – Social spaces**

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| Scrutiny Panel | Students want a quiet space.The corridor near Subway in the DSU building has been highlighted as not student friendly, it has been suggested it could be used for something else and then introduce a separate study area. Can Executive Officers please tell us if this is possible? |
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| DM | Quiet room, to be brought up to the Head of Income Generation and Enterprise. The Estates team - Study spaces are being considered in the library project but would not be implement until 2027.Execs are currently looking for a short-term solution for the time being.Creating a booking system for students to access quiet spaces or ones that they are not aware of – This is a current conversation with the Commercial team. |
| AI | The Executive Officers have control within the DSU building as a Union rather than the other campus buildings.This will have to be approved by the University as well as Estates team, they will be looking into who has control of these areas and will recap at the next meeting.  |

1. **Topic 3 – Academic**

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| **Scrutiny Panel; JB**DM | **Timetabling: Block teaching has been an on-going issue. With many room changes and large gaps in-between lectures, is there any way you can make block teaching easier for students?** Changes will not happen this year, admittedly it is not as simple as it seems. Transition into learning zone from blackboard has been one of the reasons that there are issues. Timetabling team have full control however insight is being gathered through students’ conversation about what they do and do not like.Little adjustments Could be made - however the academic board have pushed back against the changing of timetabling.  |
| **Scrutiny Panel -JB** | **An issue raised was about the books and Adobe both been taken away after COVID. The books are still be used in the curriculum but not available in the library. Is there any way you can support with this?** |
| DM | The University have pushed back with bringing back Adobe for ADH students because of financial circumstances.However, students could be chosen through a circumstance basis, those who need it will have access. This is currently being chased about who is responsible for giving out Adobe personal licences. This will hopefully result in giving it to priority students e.g., part timers and disabled students.Library Development Programme is introducing well equipped computers which will hopefully have access to Adobe. The price for Adobe personal license is currently £25 a month – There could be an option to help with that cost. |
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1. **Topic 4 – Engagement**

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| **Scrutiny Panel MM** | **Students feel that due to timetable changes it is harder for them to build genuine connections and engage with each other e.g., Group work, especially for international students.****Could you possibly introduce icebreakers for all cohorts (external workshop) or a way to get students together?** |
| DM | Block teaching is the cause for many timetable changes. Talks with the university are in place and lobbying has been happening but a solution would be needed when raising the issue to make a change. The Execs are open to hear solutions. |
| KS | Social networking events were happening during Freshers.  |

1. **Topic 5 -Opportunity**

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| **Scrutiny Panel- MM** | **Lack of and late response from the Opportunities team has put students off from joining societies. How could you improve on the students experience when joining societies?**  |
| PK | This has been improving and training is on the go.The lack of responses is due to lengthy staffing problems within the Opportunities team including the lack of a manager. There has been movement to giving the control to students to book spaces – to cut down admin workComplaints have been dealt with and encouraging people to still join. |
| **Scrutiny Panel: JB**  | **Free breakfast- update needed**  |
| AA | A lot of money was spent last year which has meant it could be too expensive for it to carry on next year. Joint Executive Committee – Free breakfast campaign will be taken here in January; the Executive Officers will try and lobby for this to happen.No decision has been made yet, but because of expenses the University may push back.  |
| **Scrutiny Panel**  | **Bye elections: A better communication with society/ committee members with the Opportunities and Engagement Officer is needed?** |
| PK | Currently waiting for the DMU data to be pulled through. Opportunities has been upgrading their software so are currently behind, but progress is being made.A networking event with the Opportunities team is also being created to chat to students. |
| **Scrutiny Panel**  | **Student led events - We believe that these events will appeal more to students than the current events.****When will this be introduced?** |
| AI | Student Events Committee – talks about this with Commercial, Opportunities and Marketing team.A project plan is currently being made. |

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|  | Closed the meeting.  |

**Vote:**

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| Chimdi | Overview: Chimdi has demonstrated some excellent work and some progress. It’s great to see Chimdi focus on the queries regarding visa status for international students as this is a common query. Unfortunately, he has reported back with little updates which has made it unclear for the next steps in his projects. Chimdi could improve on delivering clearer updates so that it is distinct what he wants to do next.The visibility of his role as the International Student’s Liberation Officer could be improved by networking and GOATing around campus and events. On this occasion Scrutiny Panel has decided he has not been making enough progress towards his manifesto.  |
| Judith  | Overview: Judith has shown her growth as a Liberation Officer, utilising the Course Reps as an effective way to network. She has provided a well thought out and clear written report, however Scrutiny Panel have felt that there is a lot of mismatching with the written report and what was said vocally in the meeting. Judith could improve on refining the details of the project and being consistent with this, so it is easy to understand what she wants to do as a Liberation Officer. There also needs to be more evidence of this brought to meetings. Scrutiny Panel have decided that Judith is not making enough progress towards her manifesto.  |
| Priya | Overview: Priya has shown that she is working hard to improve the experience for society members through social events. However, there is still a lack of engagement from students. As a lead for engagement, it was noted that it would be beneficial to understand how to engage students, what do they want to do? What excites them? These questions could be asked while GOATing. This would also increase visibility on campus. Scrutiny Panel have commented that she has unfortunately not made enough progress towards her manifesto.  |
| Nerissa | Overview: Nerissa has worked hard to be a visible representation on campus, her dedication to disabled students has shown through her work and success with the accessibility map. As mentioned in you written report you want to help ease the application of mental health services. This could be a good collaboration with Fluffy the Welfare Executive Officer and an opportunity to work with another Executive Officer. Scrutiny Panel feel that students who do not have visible disabilities are being overlooked, this is something that could be investigated this will help Nerissa branch out further with her engagement. Overall, Nerissa has been making enough progress towards her manifesto.  |
| Amir | Overview: Amir has been making a lot of progress, although it is slow burning it is there and evident. Scrutiny Panel believe that some points need more urgent attention more than others for example the social spaces around DSU campus and the student events committee. Scrutiny Panel would like to see more outcomes at the next meeting and more actioning being carried out. Overall Scrutiny Panel have agreed you are making enough progress to your manifesto and are looking forward to being updated on your projects further.  |
| Toni | Overview: Toni has been doing an excellent job as the Mature Student’s Liberation Officer. With a clear and thorough written report. It is understandable that the lack of access to data has hindered your visibility. However, Scrutiny Panel have highlighted that there are number of ways you could try and overcome this. You could reach out to individual facilities and departments to find out the demographic of mature students there. A lot of students are not aware what age a mature student starts from. It may be beneficial for you to let students know so that it opens your audience wider. Overall Scrutiny Panel have decided you have been making enough progress towards your manifesto.  |
| Komal  | Overview: Progress has been made and Scrutiny Panel believes that she is working towards achieving her goals as the Equality and Diversity Executive Officer. Komal could improve on increasing engagement in activities especially for events which she leads in. For example, it would be good to consider how to market her projects so it reaches more students, and they can benefit from her work. Scrutiny Panel would like Komal to investigate cultural awareness and work more with the Liberation Officers and help and support them by looping them in on relevant projects. Overall, it has been decided that Komal has been making enough progress towards her manifesto.  |
| Destiny  | Overview: Destiny has proven that she is consistently working towards her goals as the Academic Executive Officer, however it has been noted by Scrutiny Panel that there are restrictions with a lot of areas that Destiny is trying to solve. For example, timetabling. Scrutiny Panel feel that it is best to alter or set more realistic goals which can be achieved. Students want to see accomplishments rather than the officers try and then reporting back that the goal was never achievable. Destiny could also work with the other officers more to achieve this. Overall Scrutiny Panel have decided that Destiny is making enough progress towards her manifesto.  |
| Fluffy | Overview: Fluffy has made substantial progress and has demonstrated that she has great engagement with students. However, the visibility of her role could be improved. Although students are attending, do they understand your role and what you can do to help students? Scrutiny Panel has highlighted that there are many opportunities for Fluffy to collaborate with the BAME and International Students’ Liberation Officer especially with the amount of crossover there is. Scrutiny Panel would like to see how she can include these officers in future projects. Overall Fluffy has been making enough progress towards her manifesto. |
| Muhammad  | Overview: Muhammad has been a highly active officer in his role and has showed capability to create change for BAME students, Scrutiny Panel would like Muhammad to take more incitive with his role, this means reaching out students’ personally and using alternative routes to get student feedback. It has also been noted by the panellist that there needs to be more initial research done before the project commences about what do students really want and need, then clear action can follow. Overall Scrutiny Panel has decided that Muhammad has not been making enough progress towards his manifesto.  |