

## LEADERSHIP COMMITTEE REPORTS 10-11-2021

Content	Report Number
Actions arising and minutes of previous meeting	-
Report on strategic KPIs & student life survey	R1
Report on complaints & student member disciplinary	R2
Report on the Top Ten 2021-22	R3

Actions arising from previous meetings	Action Owner	Started	Exp finish	Progress
There were no actions arising from previous meeting.				

Decisions made without a meeting	Proposed by	Result
-	-	-

Meeting:	<b>Leadership Committee</b>		
Location:	<b>Microsoft Teams Meeting</b>		
Date & Time:	<b>Wednesday 20<sup>th</sup> October 2021 at 9.30am</b>		
<b>Present:</b>			
Siddharth Singh	Postgraduate Officer		
Elizabeth Stacey	Sport Officer		
Jacob Withington	Education Officer		
Zoe Paumelle	Activities Officer ( <i>Chair</i> )		
<b>In attendance:</b>			
Mandy Wilson-Garner	Deputy Chief Executive		
Gregory Noakes	Governance & Executive Support Manager ( <i>Secretary</i> )		
Polly Hawker	Head of Activities		
Item			
1.	<b>Apologies for absence</b>		
	<b>Name</b>	<b>Reason</b>	<b>Accepted</b>
	Nicky Passmore	Sick	Yes
	Mike Dalton	Trade conference	Yes
	Charlie Slack	Interviews	Yes
	Meg Crossman	Interviews	Yes
	Helen McHenry	Annual leave	Yes
2.	<b>Notice of any other business</b>		
	The following item was identified for discussion under any other business: 1) Girls night in		
3.	<b>Declaration of conflict of interest</b>		
	No one present had any conflict of interest to raise relating to any items of business.		
4.	<b>Minutes of the previous meeting and matters arising</b>		
	The Committee received and approved minutes of the previous meeting.		
	They noted that actions from the previous meeting had been completed.		
5.	<b>Complaints/Disciplinary</b>		
	The Governance & Executive Support Manager explained in detail the procedures behind the complaints and student member disciplinary policies.		
	They reported that since the start of the academic year The SU had received and handled two complaints. One had been in relation to a society while the other had been in relation to a club. Both complaints had been successfully resolved.		
	The Governance & Executive Support Manager reported that The SU had received and handled 11 disciplinaries since the start of the academic year. This was broadly in line with the number of cases received and handled for 2019/20 at the same time of the year. However, when comparing the two years this year there had been more sexual misconduct		

	<p>cases reported to The SU. These particular cases had all been passed to the University for further investigation.</p> <p>The Committee discussed how this information could be used by different areas across The SU. The Head of Activities explained that this information was already being used to target specific clubs where poor behaviour trends had been identified so additional training could be given to them on conduct.</p> <p>The Governance &amp; Executive Support Manager asked the committee if they had found this information useful and the committee agreed. For the next meeting they would try to provide a summary table to help present the information more easily.</p>
6.	<p><b>Top Ten update</b></p> <p>The Officers reported that they had presented the Top Ten for 2021-22 to the University.</p> <p>The Sport Officer reported that the University senior Leadership team had taken a great interest in the Sullis club. They were currently working on a wish list for what could be done with building and as part of this they were consulting with students to include their views. A paper would be going to the University's Executive Board.</p>
7.	<p><b>Head of Department's business</b></p> <p>The Committee discussed and agreed that more clarity was required on what items the Head of Departments were expected to bring to the meeting under this item.</p> <p>The Head of Activities explained that they would be circulating an email around to everyone about associate members as they had identified that improvements need to be made to appointment process. As part of this The SU needed to rethink what the purpose of an associate member was and rebuild the appointment process from there.</p>
8.	<p><b>Any other business</b></p> <p>The following item had been previously identified for discussion under any other business:</p> <p><b>1) Girls Night In</b></p> <p>The President explained that Girls Night In was a campaign to boycott nightclubs in relation to drink spiking. It was currently planned to be held on the 27<sup>th</sup> October.</p> <p>The Committee discussed and agreed that they would prefer to hold a boycott on the 29<sup>th</sup> October as they felt this would have a greater impact on nightclubs. They discussed the possible actions that the Officers could take to help support the campaign and raise awareness of the issue of drink spiking. This could include writing to clubs in the city to encourage them to introduce similar measures to the ones being introduced in The SU.</p>
<p><b>The meeting ended at 10.15am</b></p>	

**PURPOSE**

To report on the strategy's key performance indicators, specifically those captured in the monthly Student Life Survey.

**CONTENTS**

Page 1-4: Report

Page 5: APPENDIX 1: Full breakdown of questions included in the KPI calculations

**REPORT****1. STRATEGY KEY PERFORMANCE INDICATORS**

1.1. For the purposes of this report The SU Strategy KPIs reported on are those which are included in the Student Life Survey which are as follows:

**Growing community – students FEEL part of something**

Average % of students agreeing to the following statements:

I feel a sense of belonging

I feel part of a community

I feel that my contribution to The SU matters

**October 2021 average is 54%**

**Inspiring change – students KNOW how to make change**

Average % of students agreeing to the following statements:

I know how to influence the decisions and actions of The SU

I know how to contribute more to the community I am a part of

I know how students are making the community better

**October 2021 average is 45%**

**Inspiring change – students FEEL they can make change**

Average % of students agreeing to the following statements

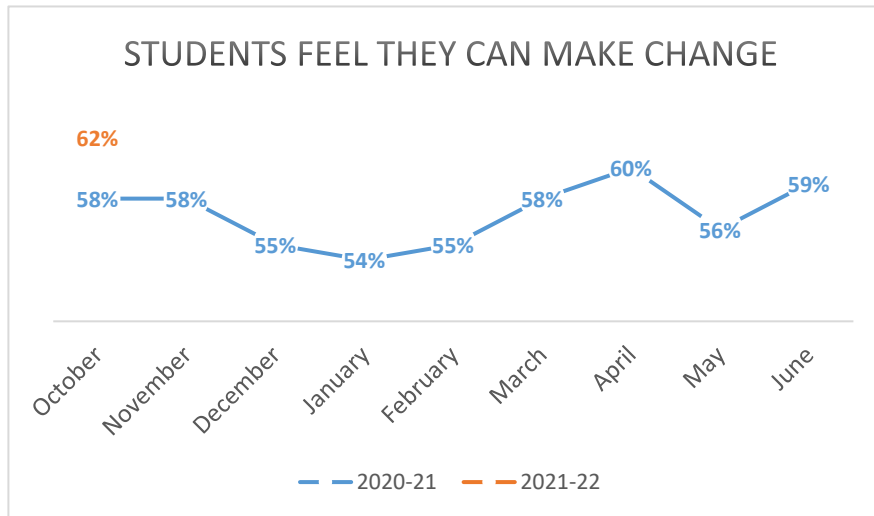
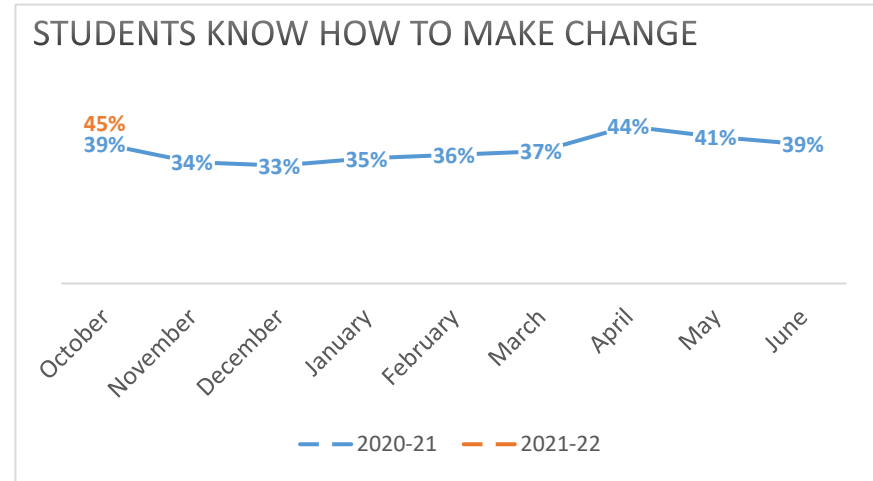
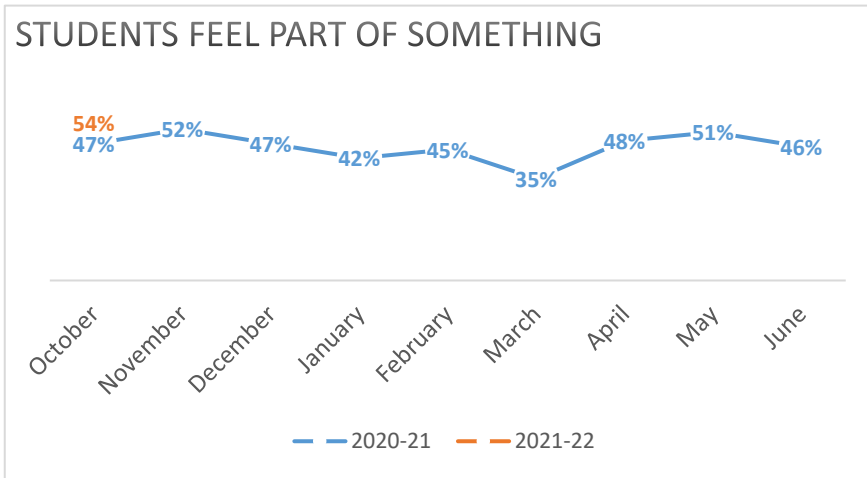
I can influence the decisions and actions of The SU

By contributing to my community I'm also gaining from it

Everyone can make a contribution to the community

**October 2021 average is 62%**

1.2 The following graphs show monthly data on the three KPIs as outlined above in 2020/21 and 2021/22. For further detail on individual questions which contribute to the KPIs, see Appendix 1.



It is positive to see an increase across all three KPIs when looking at the data from October 2020 to October 2021. When looking at the specific questions which contribute towards the three KPIs all have seen increases in student agreement, in particular (see Appendix 1 for further detail):

- I feel part of a community from 53% to 64%
- I know how students are making the community better 45% to 55%
- I feel that my contribution to The SU matters 31% to 37%

Questions which scored low in 2020/21 regarding knowing and feeling that students can influence the decisions and actions of The SU have improved from October 2020/21 to October 2021/22, with the new mechanisms of Ideas to Action, Standpoints and SUMmit being implemented this year it is hoped that agreement with these questions will continue to rise.

1.3 Other KPIs, as set out in the SU Strategy 2020-2023 are as follows:

- 1.3.1 Students DO things as part of a community, measured by overall % of students who are taking part in SU groups or community activities. In order to be able to report effectively on this KPI clarity is required of what SU groups and activities are to be included in the count, whether the KPI is of individual students involved (some students may be involved in multiple activities) or collective numbers and over what period the KPI is to be calculated.
- 1.3.2 Students DO things that shape their communities, measured by overall % of students who are taking part in SU activities which shape the community around them. Whilst a list of activities was drawn up in 2019/20 regarding what should be included in calculating the KPI some of the activities listed are now out of date or need to be reviewed to ensure that the list is accurate. Again, clarity of what is being calculated (individual students or collective numbers) and over what period is required. Both of these KPIs need some reviewing to ensure that they are fit for purpose and what the SU wishes to measure as a measure of success.
- 1.3.3 Staff are SATISFIED and staff are ENGAGED. These KPIs were scheduled to be collected through the staff survey. The staff survey has been run centrally by the University in previous years. Since March 2020 (beginning of the pandemic) the University has not run a staff survey into the overarching experience of staff, instead focusing on timely surveys focused on the change in work processes and patterns in response to Covid-19.
- 1.3.4 The final KPI is that The SU makes a positive FINANCIAL CONTRIBUTION each year, calculated by the year-end financial contribution (operating). This KPI is reported through the Finance and Audit Committee.

## 2. Updates on Student Life Survey data

2.1 Leadership Committee are asked to note the following actions which have been taken in response to the Student Life Survey data.

- Implementation of Ideas to Action, Standpoints and SUMmit to increase students feeling that they know how to and can influence decisions and actions of The SU.
- Data from the survey will now be routinely shared with areas where relevant monthly and any actions taken will be reported at future Leadership Committee meetings. The first month of data for 2021/22 has been shared with areas as follows:

- Inclusion of questions related to Freshers' Week in October and November surveys, this along with data regarding the SU's impact on students' social lives has been shared with the Head of Commercial – Venues & Events and Marketing & Communications Manager.
- Inclusion of questions related to Peer Mentoring as requested by the Peer Support Manager, questions will be included all year round. Data has been shared with the Peer Support Manager.
- Data related to student concerns and wellbeing has been shared with the SU Advice Team.
- Data related to student issues and student voice have been shared with the SU Voice Team.
- Data related to opportunities and belonging have been shared with the SU Activities Team.

---

**ACTIONS**

3. Members of Leadership Committee are asked to note the report and discuss resulting actions.

Colour coding: Questions highlighted in orange are SU KPI questions. Response rates are given for each month in row 2.		Oct-20	Oct-21	Nov-20	Nov-21	Dec-20	Dec-21	Jan-21	Jan-22	Feb-21	Feb-22	Mar-21	Mar-22	Apr-21	Apr-22	May-21	May-22	Jun-21	Jun-22	Year End 2020-21	
Response rate		137	152	70		157		120		128		84		113		88		65			
<b>Question No.</b>	<b>Satisfaction with the following in students' life at present</b>																				
1	Students who selected 'satisfied' or 'very satisfied' in response to "How satisfied or dissatisfied are you with making new friends"	44%	70%	39%		44%		29%		28%		33%		40%		48%		51%		40%	
2	Students who selected 'satisfied' or 'very satisfied' in response to "How satisfied or dissatisfied are you with fitting in"	61%	73%	68%		63%		51%		56%		56%		62%		72%		65%		62%	
3	Students who selected 'satisfied' or 'very satisfied' in response to "How satisfied or dissatisfied are you with exploring Bath"	67%	74%	58%		28%		24%		50%		46%		55%		57%		63%		50%	
4	Students who selected 'satisfied' or 'very satisfied' in response to "How satisfied or dissatisfied are you with opportunities to do the things I like in my spare time"	46%	73%	46%		40%		29%		31%		32%		44%		55%		66%		43%	
5	Students who selected 'satisfied' or 'very satisfied' in response to "How satisfied or dissatisfied are you with opportunities to try new things"	40%	76%	38%		33%		20%		21%		23%		29%		38%		60%		34%	
<b>Social experience</b>																					
6	Students who selected 'agree' or 'strongly agree' in response to "I am getting the social experience I want"	20%	61%	19%		20%		14%		5%		14%		17%		26%		42%		20%	
7	Students who selected 'agree' or 'strongly agree' in response to "The SU has made a positive impact on my social life"	34%	61%	29%		36%		30%		24%		18%		29%		33%		35%		30%	
<b>New for 2021-22 Freshers' Week questions - only asked of new first year UG, PGT and Doctoral students</b>																					
8	To what extent do you agree or disagree you had all the information you needed to make the most out of Freshers' Week?		72%																		
9	To what extent do you agree or disagree The SU made you feel welcome?		75%																		
10	To what extent were you satisfied with Freshers' Week overall?		66%																		
<b>New for 2021-22 Peer Support questions - only asked of first year UG and Doctoral students</b>																					
11	Have you spoken to your peer mentor so far this academic year?		57%																		
12	Did you find their support useful?		82%																		
<b>Belonging and community</b>																					
13	Students who selected 'agree' or 'strongly agree' in response to "I feel a sense of belonging"	58%	62%	61%		57%		52%		56%		51%		60%		69%		62%		58%	
14	Students who selected 'agree' or 'strongly agree' in response to "I feel part of a community"	53%	64%	59%		53%		47%		57%		39%		56%		60%		47%		52%	
15	Students who selected 'agree' or 'strongly agree' in response to "I know how to contribute more to the community I am a part of"	43%	49%	32%		37%		40%		35%		41%		51%		48%		46%		41%	
16	Students who selected 'agree' or 'strongly agree' in response to "I know how students are making the community better"	45%	55%	45%		40%		38%		43%		48%		44%		44%		43%		43%	
17	Students who selected 'agree' or 'strongly agree' in response to "By contributing to my community I'm also gaining from it"	70%	73%	68%		65%		61%		64%		68%		72%		69%		74%		68%	
18	Students who selected 'agree' or 'strongly agree' in response to "Everyone can make a contribution to the community"	80%	87%	78%		75%		76%		78%		78%		81%		78%		80%		78%	
19	Students who selected 'agree' or 'strongly agree' in response to "The SU is welcoming and inclusive to all students"	78%	84%	74%		74%		70%		78%		69%		72%		72%		75%		74%	
20	Students who selected 'agree' or 'strongly agree' in response to "I feel that my contribution to The SU matters"	31%	37%	36%		31%		26%		23%		24%		28%		23%		29%		28%	
<b>Decisions and actions</b>																					
21	Students who selected 'agree' or 'strongly agree' in response to "I know how to influence the decisions and actions of The SU"	28%	30%	26%		22%		27%		30%		32%		34%		31%		26%		26%	
22	Students who selected 'agree' or 'strongly agree' in response to "I can influence the decisions and actions of The SU"	24%	28%	29%		26%		25%		24%		25%		27%		20%		23%		25%	
		Oct-20	Oct-21	Nov-20	Nov-21	Dec-20	Dec-21	Jan-21	Jan-22	Feb-21	Feb-22	Mar-21	Mar-22	Apr-21	Apr-22	May-21	May-22	Jun-21	Jun-22	Year End 2020-21	
<b>Student wellbeing</b>																					
23	Students who selected 'satisfied' or 'very satisfied' in response to "Overall, how satisfied are you with your life nowadays"	56%	76%	52%		57%		46%		51%		44%		63%		78%		71%		58%	
24	Students who selected 'concerned' or 'very concerned' in response to "How concerned have you been about your physical health in the last two weeks"	40%	38%	32%		36%		47%		36%		41%		43%		43%		26%		38%	
25	Students who selected 'concerned' or 'very concerned' in response to "How concerned have you been about your mental health and wellbeing in the last two weeks"	58%	38%	54%		55%		62%		53%		73%		50%		51%		41%		55%	
26	Students who selected 'concerned' or 'very concerned' in response to "How concerned have you been about your personal safety in the last two weeks"	18%	15%	15%		9%		13%		11%		12%		6%		11%		11%		12%	
27	Students who selected 'concerned' or 'very concerned' in response to "How concerned have you been about your career prospects in the last two weeks"	51%	42%	46%		47%		60%		56%		52%		51%		45%		49%		51%	
28	Students who selected 'concerned' or 'very concerned' in response to "How concerned have you been about your current accommodation in the last two weeks"			25%		14%		24%		18%		18%		8%		10%		15%		17%	
29	Students who selected 'concerned' or 'very concerned' in response to "How concerned have you been about your accommodation next year in the last two weeks"			38%		34%		34%		27%		25%		21%		26%		26%		29%	
30	Students who selected 'concerned' or 'very concerned' in response to "How concerned have you been about your academic workload in the last two weeks"	61%	53%	70%		66%		72%		56%		58%		64%		66%		49%		62%	
31	Students who selected 'concerned' or 'very concerned' in response to "How concerned have you been about your academic achievement in the last two weeks"	64%	51%	64%		65%		79%		62%		61%		60%		67%		58%		64%	
32	Students who selected 'concerned' or 'very concerned' in response to "How concerned have you been about balancing academic and social time in the last two weeks"	55%	53%	55%		54%		58%		48%		48%		58%		57%		51%		54%	
33	Students who selected 'concerned' or 'very concerned' in response to "How concerned have you been about loneliness in the last two weeks"	46%	32%	34%		42%		52%		40%		54%		42%		30%		37%		42%	
34	Students who selected 'concerned' or 'very concerned' in response to "How concerned have you been about bullying in the last two weeks"	4%	4%	2%		4%		1%		2%		5%		2%		2%		3%		3%	
35	Students who selected 'concerned' or 'very concerned' in response to "How concerned have you been about your employability in the last two weeks"	45%	40%	35%		39%		46%		48%		50%		50%		42%		49%		45%	
36	Students who selected 'concerned' or 'very concerned' in response to "How concerned have you been about being able to pay for the things you need in the last two weeks"	33%	43%	25%		34%		30%		30%		33%		28%		34%		31%		31%	
37	Students who selected 'concerned' or 'very concerned' in response to "How concerned have you been about your level of debt in the last two weeks"	22%	23%	17%		23%		25%		28%		24%		25%		21%		26%		23%	
38	Students who selected 'concerned' or 'very concerned' in response to "How concerned have you been about the effect of your other responsibilities on your academic achievement in the last two weeks"	20%	20%	16%		20%		29%		21%		18%		19%		20%		22%		21%	
39	Students who selected 'concerned' or 'very concerned' in response to "How concerned have you been about your sleep habits in the last two weeks"	32%	39%	45%		50%		56%		52%		45%		39%		45%		40%		45%	



**PURPOSE**

To receive a report on complaints and student member disciplinary matters dealt with to date.

**REPORT**

**1. BACKGROUND**

1.1. The Student Union (SU) is an independent organisation to the University and therefore has its own procedures for handling complaints and administering disciplinary to Student Members. All SU policies can be found on policy page of the governance section of the website.

**2. Complaints**

2.1. Since the Leadership committee last met there have been no further formal complaints received.

2.2. There was one complaint that was received but then withdrawn. This was in relation to a disciplinary case where the reporting party believed that The SU was not taking any action. However, this was not true as a number of actions had been taken in the immediate aftermath of the report which included referring to the University and flagging wellbeing services to take action. The Governance & Executive Support Manager wrote to the complainant to inform them of the actions and the complainant responded to say they were dropping the complaint as the University had since been in touch.

2.3. There has also been an anonymous complaint received about a student society. This is currently being investigated by the Societies & Volunteering Manager to see if the student wishes to take this as a formal complaint. Due to the processes in place anonymous complaints cannot be handled in the same way as formal complaints because there is no one to discuss the complaint with.

**3. Student Member Disciplinary**

3.1. The table below provides an overview of student member disciplinarys to date:

2021-22		Misconduct Reported											
		Unauthorised entry	Disruptive behaviour	Loss of property	Risking harm	Bullying	Violent Behaviour	Discrimination	Sexual misconduct	Harrasment	Breaching a sanction	Other	Total
Respondent	Total reported:	0	7	5	3	0	2	0	5	0	0	0	22
	Undergraduate	0	7	5	3	0	2	0	4	0	0	0	21
	Postgraduate	0	0	0	0	0	0	0	0	0	0	0	0
	Unidentified	0	0	0	0	0	0	0	1	0	0	0	1
Reporting Party	Undergraduate	0	0	0	0	0	0	0	1	0	0	0	1
	Postgraduate	0	0	0	0	0	0	0	0	0	0	0	0
	Public	0	0	0	0	0	0	0	0	0	0	0	0
	University	0	0	0	0	0	0	0	0	0	0	0	0
	The SU	0	7	5	3	0	2	0	4	0	0	0	21
Unidentified	0	0	0	0	0	0	0	0	0	0	0	0	
SU Response	No action taken	0	1	0	0	0	0	0	0	0	0	0	1
	SU Disciplinary	0	6	5	1	0	0	0	0	0	0	0	12
	SU Appeal Stage 1	0	0	0	2	0	1	0	0	0	0	0	3
	SU Appeal Stage 2	0	0	0	0	0	0	0	0	0	0	0	0
	University Referral	0	0	0	0	0	1	0	4	0	0	0	5
University	No action taken	0	0	0	0	0	0	0	3	0	0	0	3
	University Disciplinary	0	0	0	0	0	0	0	0	0	0	0	0
	Joint Disciplinary	0	0	0	0	0	0	0	0	0	0	0	0

3.2. When comparing totals between this year and 19/20 for the number of disciplinary cases received and handled by The SU this year is higher. For the period covering September and October the total number of cases in 19/20 was 13, whereas for 21/22 for the same period it was 22.

3.3. The increase may be down to the impact of the pandemic resulting in a second year which had not experienced a normal year of clubbing activities and are still adjusting.

3.4. The other key takeaway is that in 19/20 only one sexual misconduct case got report for September and October whereas for 21/22 we have seen five cases reported to date.

- 3.5. An analysis of the student group backgrounds for Student Members being disciplined shows no notable clubs or societies as standing out as areas with potential behavioural issue trends.
- 3.6. For 19/20 both rugby and football were the clubs that stood out in terms of student group backgrounds. So far to date there have been zero cases for student members disciplined coming from either of these clubs. This may reflect actions taken by the Activities area to address these previous concerns.
- 3.7. It should be noted that out of the 22 cases received for 21/22 14 students disciplined had no student group memberships compared to just 2 within 19/20 for the same time period.

**ACTIONS**

The Leadership Committee is asked to note the report and discuss any actions they would like to see taken.

<b>Top Ten 2021-22</b>	<b>Progress</b>
Create departmental specific attainment action plans and KPIs that identify meaningful actions and timescales based on interrogation of data and sharing practice.	
Tackle gaps in support through the Personal Tutor system by increasing capacity for students to meet departmental staff to discuss pastoral and non-academic issues.	
Invest in the refurbishment of the Sulis Club to enable student use within 18 months.	
Create a transparent sustainable practice policy and plan; including demonstrating positive steps to divest from companies with poor sustainability practices.	
Expand preventative mental health provisions to identify early signs of wellbeing issues, in line with Student Minds' Mental Health Charter.	
Commit funding to projects which will provide more inclusive spaces on campus.	
Actively communicate how international student fees are calculated as well as the additional benefits and support available to international students	
Create University harm reduction policies around recreational drug use and commit to resourcing activities that support this work	
Demonstrate spaces, services and facilities provided on campus are sufficient to the changing profile and needs of our student body in a post-COVID landscape	
Introduce mandatory training for all supervisors and review the complaints process to ensure an independent and effective approach	

- |  |
|--|
| <p><b>ACTIONS</b></p> <ul style="list-style-type: none"> <li>• To monitor and receive updates on progress to achieve Top Ten;</li> <li>• To identify additional support that might be needed to support Officers in order to achieve Top Ten actions.</li> </ul> |
|--|