

Board of Management Students, Staff & Equalities Committee

Date of Meeting	Wednesday 17 May 2017
Paper No.	SSEC3-B
Agenda Item	6
Subject of Paper	CitySA Annual Report
FOISA Status	Disclosable
Primary Contact	Student President
Date of production	May 2017
Action	For Approval

1. Recommendations

To endorse the Report for final approval by the Board of Management.



City of Glasgow College Students' Association

Annual Report 2016-17

"If you do not believe you can do it, then you have no chance at all".
Arsene Wenger



May 2017

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Section 1 - Introduction

1.1 Foreword by Student President, Ian Gilmour

Hello and welcome the 2016/17 Students' Association Annual Report.

Yes, it is that time already to write our 2016/17 Annual Report, my last as Student President here at the college. This year CitySA have made easy work of the move to the new build and strongly represented our students through what could have been a challenging time, while continuing the amazing services and opportunities we provide for students every day.

This year we have had an incredible group of Student Executive Officers, many of whom were new faces, enthusiastic and keen to help lead our work. As well as the Exec, we have also had another outstanding group of Faculty Reps who have given their peers a strong voice and helped to improve the overall classroom experience. It has been a pleasure to work with each and every one of them.

I'm so proud of everything the team have achieved this year! We now have an additional staff member and paid Vice-President Position thanks to the hard work and lobbying of our team and support of City of Glasgow College. We have made further changes to our Class Rep system, supported students to set up new societies, created more sport club opportunities and raised awareness of mental health and wellbeing.

Ian Gilmour,

Student President 2015-2017



2.2 Highlights of 2016/2017

CitySA have continued to develop and grow this year, expanding our reach further than before and continuing to make a significant impact to students in every curriculum area.



Freshers' Week

This year our Freshers' Fayre was bigger than ever. The theme of Scotland and homecoming signified our students and Association moving to their new home in City Campus. 4713 students visited the Fayre over the two days, but the fun did not stop there. For the first time ever, City students could buy passes for the Freshers' nights in Strathclyde University's Union, giving them the full Freshers' experience.

Free Sanitary Products

After a motion was passed at our AGM in December, students at City now have access to free sanitary products from their Students' Association. The idea came from Elena Semple (Associate Trainer and Women's Society convenor). Elena consulted with students across City of Glasgow College to develop her idea. This initiative has drawn political coverage and has been seen as a ground breaking move across our national student movement.

Inspire 2016

Our annual Inspire event was a massive success this year with over 200 students in attendance. The event opened with the 2016 AGM, followed by talks from mentalist Colin Cloud; student activist Lord Apetsi and former cycling world record breaker Graeme Obree.





VocalEyes (My Voice)

With the support of the Student Experience Director, CitySA has launched a new online democracy platform. VocalEyes is a crowdsourcing initiative that will involve students at City in the decision making process.

Sports Clubs

This year we offered more clubs and additional fitness classes with paid coaches. These coaches lead professional sessions that develop student's abilities and have led to a greater participation at a competitive level.

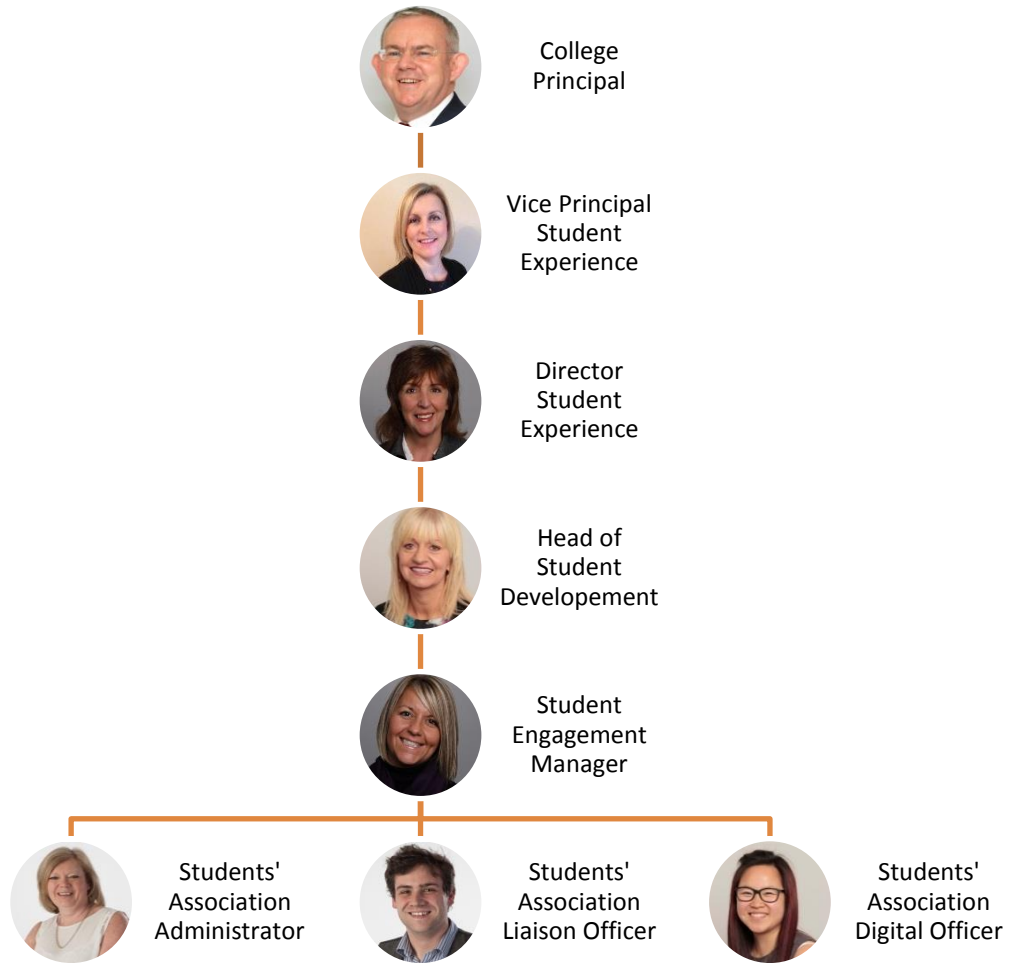
Students' Association Resources

The Students' Association in 2016 received additional resources from City of Glasgow College. A new full-time Digital Officer and part-time Vice President Diversity and Wellbeing were funded. CitySA would like to thank the college for its' continued support in our growth.

Section 2 - Structure

2.1 Staffing Overview

City of Glasgow College has demonstrated a clear commitment to building a strong Students' Association through its allocation of staffing support. There are a number of staff members who have responsibility for supporting the Students' Association as illustrated below:



As well as guidance from Principal Paul Little; Vice Principal of Student Experience, Joanna McGillivray and the Director of Student Experience, Gillian Plunkett. The Association also has operational support from the Head of Student Development, Dianne Gallacher and Student Engagement Manager, Sandra Cook.

The Students' Association also has three dedicated full-time members of staff. Their responsibilities are as follows:

- **Students' Association Liaison Officer:** Student elections; mentoring; budget management and strategic planning.

- **Students' Association Administrator:** Processes; budget management; procurement; minute taking and covers administrative duties.
- **Students' Association Digital Officer:** Promotes the Students' Association brand; student communication and social media platforms.

The agency 'Student Partnerships in Quality Scotland (sparqs)' states that valuing students as partners is one of the key features of effective Student Engagement (*Student Engagement Framework for Scotland*). City of Glasgow College Students' Association actively seeks partnership opportunities with college staff to work on joint initiatives with the aim of improving the student experience.

Special mention has to be given to the Student Engagement team who work alongside the Student Executive throughout the year to empower and support a stronger student voice. The Students' Association and Student Engagement team work very closely on a number of projects and thanks to this partnership the staff support available to the Students' Association increases with five Student Engagement Officers.



Dougie Smith, Students' Association Liaison Officer

"2016-17 has been an amazing year for CitySA, and I'm proud to have been a part of it. The move to the new City Campus brought many challenges and opportunities and the Students' Association rose to the challenges and embraced the opportunities. From a great Freshers' Fair and numerous impactful student events to electing over 1000 class reps and a brand new Vice President Diversity and Wellbeing, it's been a busy academic year by any standard.

The work of the association and the Presidential Team was rightly recognised at the NUS Scotland Awards in March 2017, where CitySA was nominated for Officer Team of the Year and College Students' Association of the Year, winning the former.

Elected students, both paid and voluntary, are the driving force of any association and CitySA have been lucky that the officers elected have been able to work so effectively with the staff of the SA and Student Engagement Team to deliver for the students of the college.

As I move on from CitySA to work in the wider student movement, I would like to thank all those at City who made my 2 years as Students' Association Liaison Officer fun, challenging and rewarding every day. I have no doubt the association will continue to go from strength to strength.”

2.2 Student Executive Presidential Team



Ian Gilmour, Student President



“The three years I have spent on the Student Executive has changed my life. I’ve had experience of chairing meetings, sitting on boards and committees, interacting with politicians and speaking to rooms full of hundreds of people. I have also been involved in the development of the Student Partnership

Agreement. There’s no other job in the world where you can gain the experience I have in such a short space of time. I genuinely feel ready to go out into the work world.

Although the job comes with massive benefits to your personal development it’s what you do for the students that matters the most and that’s how you’ll be remembered. Although I was a bit of a controversial figure to some, I always acted

in the best interests of our students and stood my ground, never blindly picking sides.

I'm proud that under my leadership our Association has grown, with a new paid Vice-President position as well as a new full time member of staff. Hopefully this report celebrates the amazing work that our team has carried out over the past year. Thank you City of Glasgow College for placing your trust in me for the past two years, the only way is up from here!"

Jamie-Lee Gooding, Vice-President Social & Activities



“Being Vice President of Social and Activities has changed me as a person for the better, it has helped me to develop public speaking skills as I have had the opportunity to interact with students.

Being involved in the Board of Management has helped my governance skills and gave me a lot of opportunities. The work I am most proud of this year was how successful Fresher's was, and how our clubs and societies have become more popular.”

Megan Cartwright, Vice-President Diversity & Wellbeing



“Since being elected as VP Diversity and Wellbeing, I feel like I have learned valuable life skills and began to realise my own potential. I have enjoyed working with the students and the dynamic team who have helped me to succeed in my position.

This year I have represented our students at national level at both NUS Scotland and UK events; contributed to the submission of the Health Body Healthy Mind Award; worked alongside various departments within the college to celebrate each liberation month and built positive relationships with our International students.”

Jatinder Singh, Vice-President Learning & Teaching



“As VP Learning and Teaching my manifesto goals were to further develop the student experience feedback system and create a platform to recognise student success.

Working alongside the Students’ Association and Student Engagement team to create a Handover event has been an exciting part of my role. This event will celebrate those students who are doing awe-inspiring work within the college.”

Executive Team 2016/17



This year our Student Executive team have undertaken fantastic work to deliver their manifestos and achieve the Students' Association operational activity.

Further detail of their experiences can be found in the student friendly version of the Annual Report.

2.3 Planning Model

This year CitySA has used the NUS Scotland Framework for Strong and Effective College Students' Association along with other relevant drivers to strategically plan the Association's operational activity.

Balanced Scorecard and Operational Plan 2016-17

The Balanced Scorecard themes are as follows:

- Shaping the Life and Work of the College
- Governance and Democracy
- Aware and Active Students
- Sustainable Resources
- Value and Impact



Balanced Scorecard 2016-2017: Level 5 Student Development Students' Association



Section 3 - Balanced Scorecard

Theme 1: Shaping the Life and Work of the College

This theme looks at how colleges and Students' Associations can ensure that students, and the student voice, are at the centre of everything that colleges do.

(Framework for the development of strong and effective college students' associations in Scotland, June 2015)*

1.1 Student Representation

In 2016/17 CitySA has maintained a high quality of student representation at local; regional and national level, striving to ensure that students at City of Glasgow College have their voice heard in various decision making forums.

Student Representation on College Boards, Committees and Working Groups

The Students' Association endeavours to be involved in the decision making process by having student representatives on college boards, committees and working groups. Current student representatives are listed in the table below:

College Board, Committee or Group	Student Representative(s)
Board of Management	Student President and Student Vice President Social and Activities
Staff, Students and Equalities Sub-Committee	Student President and Student Vice President Social and Activities
Academic Board	Student President
Regional Board	Student President
Glasgow Regional Student Executive	Student President
Education Scotland	Student President
Glasgow Students Forum	Student President
Prevent	Student President
One City Working Group	Student President
Learning and Teaching Sub-Committee	Student President and Student Vice President Learning and Teaching
Diversity and Equality Working Group	Vice President Diversity and Wellbeing
Healthy Working Lives	Vice President Diversity and Wellbeing
Fair Trade Working Group	Student Charities and Fundraising Officer

1.2 Academic and Disciplinary Support

The Students' Association works closely with the college in supporting students through academic appeals and college disciplinary procedures. This year, CitySA has supported 36 students.

1.3 Regional Representation

Student President Ian Gilmour was again elected onto the Regional Board for the term 2016/2017 and has worked closely with both Glasgow Kelvin College and Glasgow Clyde College Students' Associations to represent the views of students at a regional level.



The three colleges have developed the amazing work from last year in establishing the Glasgow Colleges Regional Student Executive. With the support from the Regional Board, NUS Scotland and the staff members from each association have established a clearer purpose for the group to support campaigns and continuing work areas.

CitySA remains committed to ensuring that the students of City of Glasgow College play an active part in regional planning and developments going forward. Regular updates from regional level are given by the Student President to the Student Executive Committee and the Student Representative Council.

1.4 Participation in Strategic Planning

CitySA have been involved in the development of two strategic plans. This year the college launched the 2017-2025 Strategic Plan and Glasgow Colleges' Regional Board have also developed a Regional Strategy for College Education in Glasgow.

In October the Student Executive, students and staff attended "Glasgow's Big Asks" an event which gave stakeholders the opportunity to feed into the regional strategy for college education in Glasgow. As a full member of the Regional Board our Student President played a pivotal role in developing the strategy before being taken to Regional Board for approval.

The Students' Association Presidential Team have contributed to the development of the college strategic plan and participated in several Board of Management meetings and planning days.

1.5 Finger on the Pulse



This year we have further developed the digital 'Finger on the Pulse' questionnaire and utilised Google Forms as our host. This platform gives us a more vibrant and accessible form for students to complete.

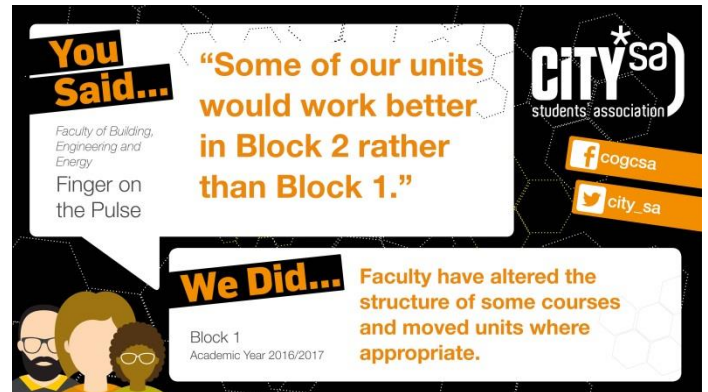
Faculty Rep and Director Meetings

Our continuation of the Faculty Rep and Director Meeting has meant that students can shape their own learning through constructive comments and feedback. The Performance department continue to support our work through the development of Faculty Action Plans that are agreed and actioned by Directors.

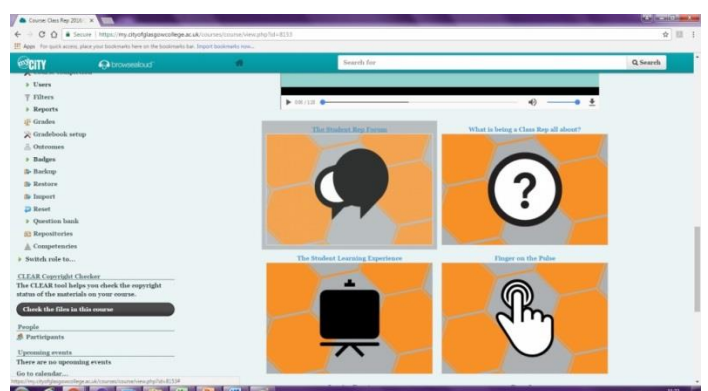
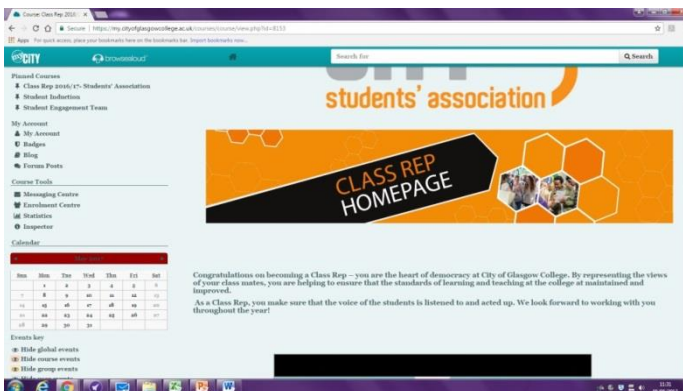


You Said, We Did

This year 'Finger on the Pulse' has resulted in students leading change in a range of different areas. 'You Said, We Did' has a new look and is continually updated to inform students of the outcomes the summary reports.



Class Rep Module



Working with the Student Engagement and MyCity teams, we have launched a Class Rep Module that provides Class Reps with the relevant information for their role. This module includes training; support; updates and forums to share the experiences of their class.

Class Rep Module Stats

Since launching in October we have had a total of 9083 student views and 921 student posts (a post is a recorded interaction within a VLE activity). Posts are at 10% of the views which is fairly representative of the module, as majority of its content is readable material as opposed to interactions.

Class Rep Drop In



During our Class Rep Review 2015/16, the Reps who attended, suggested adapting the Class Rep system to offer more flexible support with their role. In response to the feedback, the new Class Rep Journey was established. The journey includes:

- Enrolment to the Class Rep Module
- Welcome Meeting - in October and in January for new starts. These meetings are designed to briefs Reps on their role and raise awareness of the training sessions available.
- Class Rep Training
- Finger on the Pulse
- Inspire
- Class Rep Drop In - in place of traditional Class Rep Meetings, Class Reps can access support from the Drop In based in the Students' Association every lunchtime Monday to Thursday. These sessions allow students to speak informally to a member of the Student Engagement team about any ideas or concerns they have with the learning and teaching of their class.

The development of our Class Rep System continues to gather praise from across the sector and was used as an example of good practice at the 2017 sparqs Conference in Edinburgh.

CLASS REP DROP IN
ALL CLASS REPS CAN ACCESS SUPPORT AT THE DROP INS

For more information please contact the Students' Association
citysa@cityofglasgowcollege.ac.uk

CITY^{sa}
 students' association

MON-THURS 12-1pm
 Students' Association City Campus

THURSDAY 12-1pm
 Students' Association Riverside Campus

Theme 2: Governance and Democracy

This theme looks at how students associations and colleges can ensure that the students associations has an effective and democratic governance structure in place which enables it to represent the interest of its student members.*

2.1 Inspire



This year our annual Class Rep Inspire event was attended by more students than ever before. It was also the first Inspire to be held within the new City Campus and opened with the 2016 Annual General Meeting (AGM).

At the AGM students voted on two motions. One submitted for the Association to provide free feminine hygiene products and the other to approve the updates to Students' Association constitution. Over 200 students were present at the AGM making it our most successful to date.

The AGM was followed by the main section of our Inspire event. Student President Ian Gilmour was this year's compare, with students being treated to an incredible performance from illusionist Colin Cloud, an inspirational talk from student activist Lord Apetsi and finally a motivational talk from former world record holding cyclist Graeme Obree.

2.2 CitySA Constitution

The Students' Association constitution was composed by the College Board in partnership with the Student Executive in Academic Year 2012-13. This constitution sets out the rules and regulations which govern the Students' Association. In order to promote accountability and transparency the constitution is made readily available to all students via the Students' Association website.

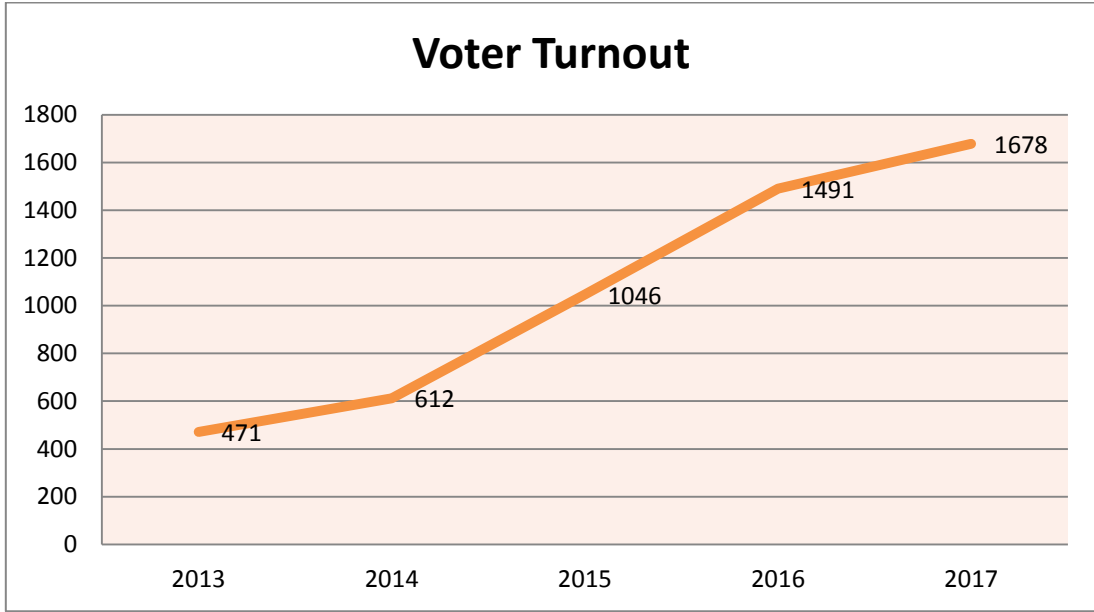
A short-life working group with membership from senior college staff; the National Union of Students; the Student Executive; clubs and societies and Class Reps alongside the general student population undertook a constitutional review in Academic Year 2015-16. The students voted overwhelmingly in favour of the changes at the December 2016 AGM. The final document will be presented to Board of Management in June 2017.

2.3 The Big Student Elections 2017/18



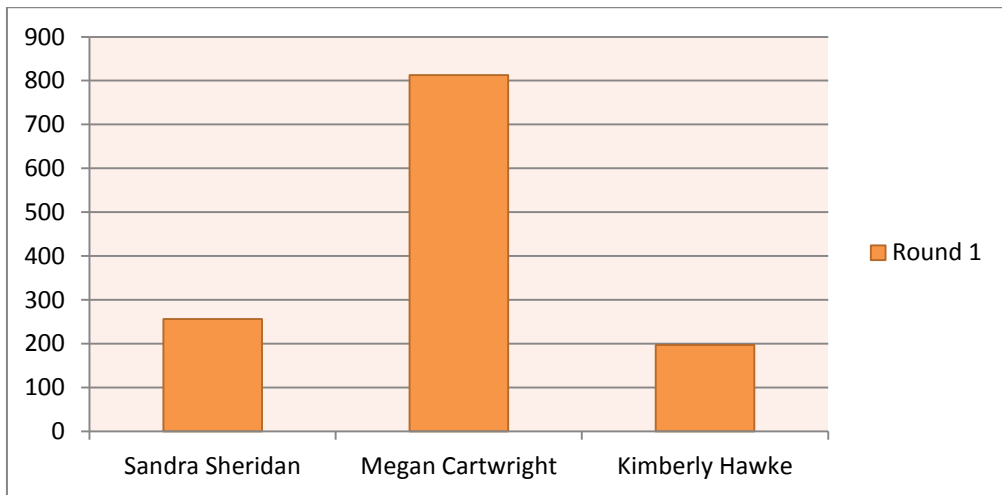
CitySA returned to the 'Big Student Elections' for 2016/17, teaming up with the Students' Association's from Glasgow Caledonian University; University of the West of Scotland and Strathclyde University to form the West of Scotland Region. There were also institutions participating in Edinburgh, Dundee and the Highlands. The Big Elections meant pooled resources and national publicity for student elections across Scotland. Voting took place across the country in the week beginning 6th March 2017, with the results being announced at the University of Strathclyde on 10th March. The campaign was exciting and engaging, with candidates campaigning across both City and Riverside Campuses.

Once again, we broke the record for turnout in a college election in Scotland with 1,678 votes cast. Turnout increased 13% from 2016-17. There were 13 candidates in total across the 4 positions.

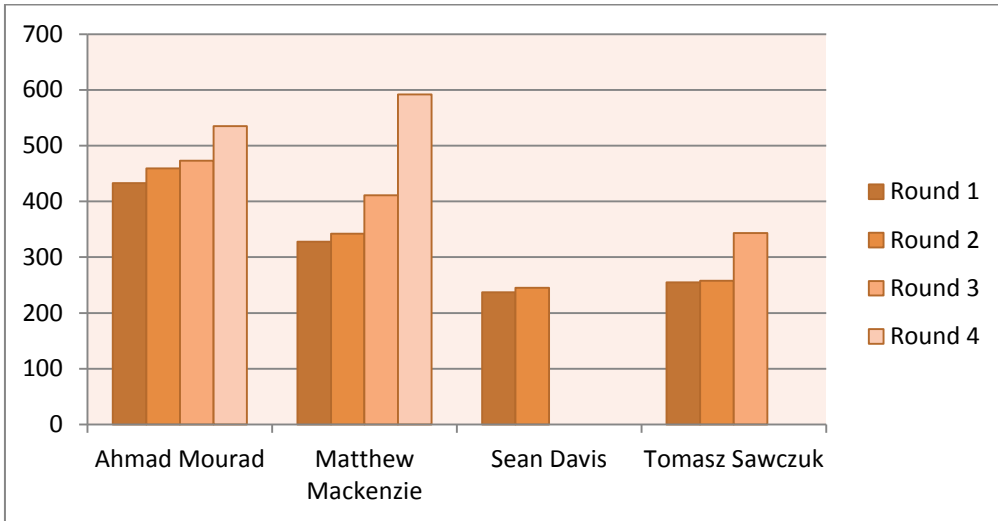


The new Presidential Team has received a significant mandate from the student body through this strong turnout. The CitySA Presidential Team for 2017-18 will take up post on the 3rd July, 2017.

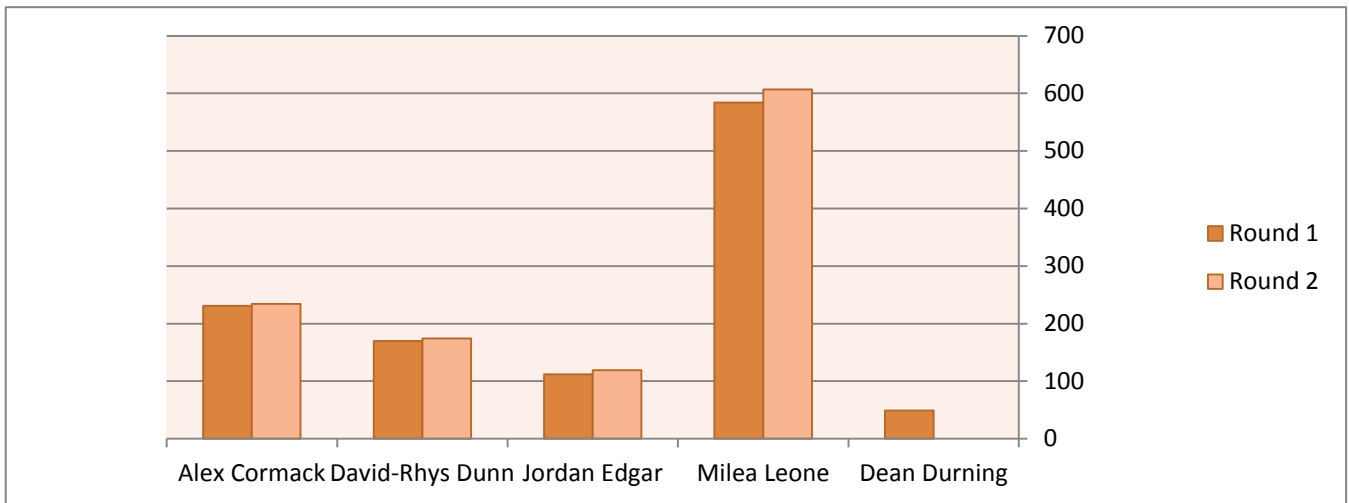
Below is a breakdown of the winners and the votes cast for each candidate for the 4 presidential positions, using the Alternative Voting System:



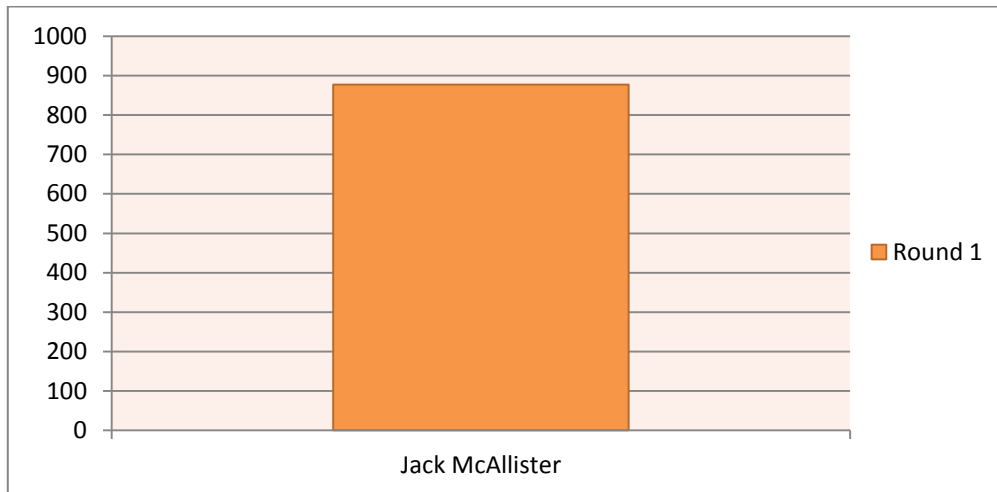
Megan Cartwright was elected as Student President



Matthew Mackenzie was elected as Vice President Diversity & Wellbeing



Milea Leone was elected as Vice President Social & Activities



Jack McAllister was elected as Vice President Learning & Teaching

2.4 SRC

The Student Representative Council (SRC) is a decision making body within the Students' Association which is made up of the 18 Faculty Reps (3 per faculty) elected by Class Reps at the beginning of each academic year.

Prior to 2016-17 the SRC would meet once a year to confirm the roles of the Student Executive for the following term, however this year has seen that change. The SRC have met several times this year and have engaged in the work of the Association in a different way. As well as attending capacity building training, Faculty Reps have also represented the student voice at Academic Board and various working groups.

The SRC have also held accountability sessions with the Executive to ensure that they are fulfilling their manifestos and working in the interests of our students.

Theme 3: Aware and Active Students

This theme looks at how students' associations and colleges can ensure that all students are aware the association exists, that they understand its representative role, and they are able to play an active role within it. It looks at how the association is able to develop and evidenced, representative viewpoint.*

3.1 Clubs and Societies

This year CitySA has put an emphasis on responding to student demand and the support to create new societies for and by our students.

CLUBS & SOCIETIES



Day	What's on	Time	Location
Monday	Source Code (Gamers Society)	16:30 – 18:00	CitySA - Level 2 City Campus
Tuesday	Collaborative Arts Society	16:30 -18:30	CitySA - Level 2 City Campus
Wednesday	Wellbeing Society	12:00 – 13:00	C.02.105 – City Campus
Wednesday	LGBT+ Society	16:30 – 17:30	CitySA - Level 2 City Campus
Thursday	Women in Numbers	12:00 – 13:00	CitySA - Level 2 City Campus
Thursday	Culture Club	17:00 – 18:00	CitySA -Level 0 Riverside

Find out more:  0141 375 5322  www.citysa.co.uk  facebook.com/cogcsa

Focus on:

LGBTQ+ Society



City of Glasgow College LGBTQ+ Society has continued this year with 22 sessions. The students have helped plan and deliver a successful City Pride event held in the Mezzanine of City Campus. This themed information sharing event

had representation from various charities and organisations from around the Greater Glasgow area, as well as the various support networks within the college.

Women in Numbers



This society aims to improve not just the physical, but also mental and spiritual wellbeing of women at City of Glasgow College, whilst campaigning for gender equality. The first project successfully undertaken was to campaign for the college to offer free feminine hygiene products. Society convenor Elena Semple has attended a round table discussion at the Scottish Parliament to discuss Period Poverty and the work the society has been doing to promote the Women's Health Initiative.

3.2 Freshers' Fayre



CitySA welcomed 4,713 students to the two-day Freshers' Fayre this year. With the move to the new City Campus, Homecoming seemed like a fitting theme to celebrate the beginning of an exciting year.

Each morning students were greeted by a piper on the Students' Association balcony, creating anticipation and excitement for the day's events. The Fayre featured a huge variety of stalls for the students to interact with including Bridge 2 Business; Capital FM; Cass Art; Community Safety Glasgow; First Bus; Glasgow Taxis; Power League Glasgow; Bank of Scotland; Cathouse and Garage nightclubs; Nil by Mouth and many others. There was also a DJ ensuring all students were entertained whilst engaging with exhibitors and collecting their freebies.

With Capital Radio running competitions and Team Challenge encouraging a day of high energy participation with their Beat the Clock and Race-car game stations, there was a great buzz around the college. Many students who attended Freshers' said a highlight of the day was the free Scottish food and drink on offer, including haggis pizza and Irn-Bru.

For the first time ever City students could buy passes for the Freshers' nights in Strathclyde University's Union, giving them the chance to join in on the full Freshers' experience.

Some photographs from the event have been included on the next page.



3.3 Sport Clubs

This year we wanted to improve our sports clubs provision, increasing a number of opportunities offered to students as well as improving the quality of service provided.



TIMETABLE • AVAILABLE TO ALL COGC STUDENTS



Day	What's on	Time	Location
Monday	Basketball (Beginner)	17:00 - 18:00	City Campus, Games Hall, Floor 3
Monday	Basketball (Advanced)	18:00 – 19:00	City Campus, Games Hall, Floor 3
Tuesday	Men's Football	17:00 - 18:30	City Campus, Games Hall, Floor 3
Thursday	Badminton (mixed)	17:00 - 18:30	City Campus, Games Hall 1, Floor 3
Thursday	Women's Football	17:00 - 18:30	City Campus, Games Hall 2, Floor 3

 For more info please contact Students' Association: citysa@cityofglasgowcollege.ac.uk

In previous years we had relied on volunteers, made up of staff and students from the Sports Coaching department, to run sport club sessions which often meant a lack of consistency in the provision of service. To address this we underwent the process to create paid positions for Sports Coaches that could be offered to students studying at college with relevant qualifications. In spring 2016, upon finalising post descriptions and budget provision for posts we recruited three students to fill our Sports Coaches positions.

Since the formalisation of Sport Coach positions we have seen a marked improvement in attendance at clubs along with being able to offer more sessions, this includes a 34% increase in students' attendance at clubs and a 58% increase in sessions offered.

Number of Sessions and Attendance

	Academic Year 15/16		Academic Year 16/17	
	Attendance	Sessions	Attendance	Sessions
Basketball	304	27	223	22
Badminton	175	21	212	23
Men's Football	151	14	263	24
Women's Football	-	-	82	18
Netball	-	-	64	11
Total	630	62	844	98



Competitive Sport

Improvements in general sport club provision has also led to greater participation in competitive sport competitions since 2015/16. To date students have attended 32 competitive events totalling 180 student interactions with competitive sport. We have continued to work closely with British Universities and Colleges (BUCS) and Scottish Student Sport (SSS) and going forward we have 8 different teams competing in SSS college finals.

Football Ladders League

In addition to participating in regular competitive sport we have also teamed up with SSS this year to take part in their pilot Football Ladders League. Unlike regular competitive sport the Football Ladders League's emphasis is on participation rather than performance, providing opportunity to those who want to compete regardless of skill. Our college team is made up mainly of players who attend the football club that the college provides students on a week to week basis who would not meet the skill requirements needed to compete in other competitions. This opportunity has been widely popular with Team City having won 2 out of 2 and only have to win 1 of their final 2 games to top the league.





Student Feedback

During our Sports Clubs Review we also asked students to rate their overall experience of participating in clubs with 81% of participants rating it 4 or 5 out of 5.

A further 71% also highlighted that they enjoyed ‘fun element’ of our clubs. Participants also gave us further ideas for improvement including improving communication and promotion of sessions.

Why did you choose to take part in CitySA Sports Clubs?

“Meet new people and have fun while playing a sport.”

“To get more active again and do the next part of my coaching course.”

The facts and figures listed above were taken from a Sports Clubs survey which was undertaken in February.

Fitness Tasters

After consulting students on sports provision they would like to see on offer, it was identified that there was also an interest in fitness sessions as an alternative to the organised team sports offered. In March, we arranged a pilot series of Fitness Taster Sessions by working with our Fitness Students who volunteered their time to lead on the sessions and gain further work experience in their chosen careers.



FITNESS CLASSES

AVAILABLE TO ALL COGC STUDENTS



Date	What's on	Time	Location
14 th March	Supple Strength	17:00 - 18:00	City Games Hall, Floor 3 - Fran
21 st March	HIIT Session	17:00 - 18:00	City Games Hall, Floor 3 - Jamie
28 th March	Circuit Training	17:00 - 18:30	City Games Hall, Floor 3 - Alex



For more information please contact Students' Association: citysa@cityofglasgowcollege.ac.uk

Number of Sessions and Attendance:

	Academic Year 16/17	
	Attendance	Sessions
Supple Strength	16	1
HIIT	11	1
Circuits	10	1
Total	37	3

Our plans to develop sessions next year will include combining lessons learnt from the pilot with requests from surveys.



3.4 Campaigns

#SupportUs

CitySA engaged with the NUS Scotland #SupportUs campaign. This campaign looked at the Scottish government review of student support within college and university Students' Associations. Along with the Presidents of Glasgow Kelvin & Clyde College, our Student President met with several MSPs across Glasgow highlighting what Glasgow students would like to see from a review. On top of this there was an NUS organised lobby at the Scottish Parliament giving our officers and students the chance to speak to MSPs from across the country.

#Nov19: United for Education

A group of 10 students and officers travelled down to London along with their peers from Strathclyde University to support the UK wide demonstration against government cuts to further and higher education. Our students marched through the streets of London with students from across the country showing the strength of the collective student voice.

Local Elections

CitySA offered college students the opportunity to register to vote for the Local Council elections in May. Members of the voter registration team from Glasgow City Council were in the atriums of both City and Riverside Campuses equipped with their iPads trying to get students on the electoral roll. We were very impressed by the number of international students at Riverside as well as other EU and Commonwealth students who registered on the day, or left with the relevant information.

CitySA also gave students the opportunity to speak to candidates in the Local Council Elections. In a small "Freshers' Style" event, each of the political parties was given the opportunity to come into both City and Riverside campuses and chat to our students. Along with the parties (The SNP; Conservatives; Labour; Greens & Lib Dems) the National



Union of Students for Scotland were invited to discuss what they were looking for as a national movement for students.

CitySA are committed to helping our students engage with the political landscape in Scotland and we will continue to look for opportunities to help our students express and discover their political beliefs.



Charitable Endeavours

This year CitySA gave students the opportunity to decide which charity their Association would be raising money for in 2016/17. At our Class Rep welcome, reps voted for SAMH (Scottish Association for Mental Health) to be the chosen charity of the Students' Association.



Over the Christmas period CitySA were out selling raffle tickets and collecting money for SAMH with our very own City Santa Claus and in March during Glasgow's International Comedy Festival we held a stand-up comedy lunch hour to promote positive mental health with all the proceeds going to SAMH. This year we have raised over £200 for our chosen charity.

We have also had some exciting partnership work with our Supported Education department which seen our Charities Officer, David-Rhys Dunn support a food bank and clothing collection for Glasgow City Mission. David was also very active in promoting and selling Poppies for Poppy Scotland and pioneered a mobile phone collection to support Breast Cancer Care. We would like to thank both students and staff for again supporting CitySA in our charity work.

Fairtrade Football



In recognition of City of Glasgow College achieving Fair Trade status the Students' Association organised its annual football tournament for students to celebrate the award and to continue to highlight the ethos and spirit of Fair Trade by raising funds. The event brings students together from across all curriculum areas, helping them build more meaningful relationships with their class mates and peers while also creating a sense of community within

the college.

Students enjoyed having an opportunity to learn more about what others are studying and working on in the college. 160 students took part in the tournament raising £350 for Fair Trade.

International Women's Day



As part of the college's Gender Equality Month celebrations, Women in Numbers held an event on International Women's Day to showcase the work of the society supporting women's wellbeing. The event was also used to launch the free sanitary products across the college.

Liberation

Equality, Diversity and Inclusion is an integral part of the City of Glasgow College Students' Association. Throughout this report there are numerous examples of the Students' Association celebrating diversity and promoting equality. The list that follows is a round-up of some of our achievements this year:

- Black History Month - Exhibition
- LGBTQ+ History Month - City Pride Event
- Workshops on Gender Equality
- Women in the Numbers - International Women's Day Event
- Regular engagement activities for both International and ESOL students
- An active LGBTQ+ and Women's Society
- Representation at both Black Students' and LGBT conferences

- Vice President, Jatinder Singh and Women’s Society convenor, Elena Semple were elected to NUS Scotland Black Students Steering Committee for 2017/18
- Special provision within our Class Rep training to promote Diversity and Equality at the college
- Diversity and equality training for all elected Student Executive officers
- Extensive promotion of diversity and equalities based initiative through CitySA Social Media
- Equalities Officer, Matthew Mackenzie elected to NUS Scotland LGBT Steering Committee for 2017/18

3.5 Themed Events and Enrichment Activities

Re:Fresh



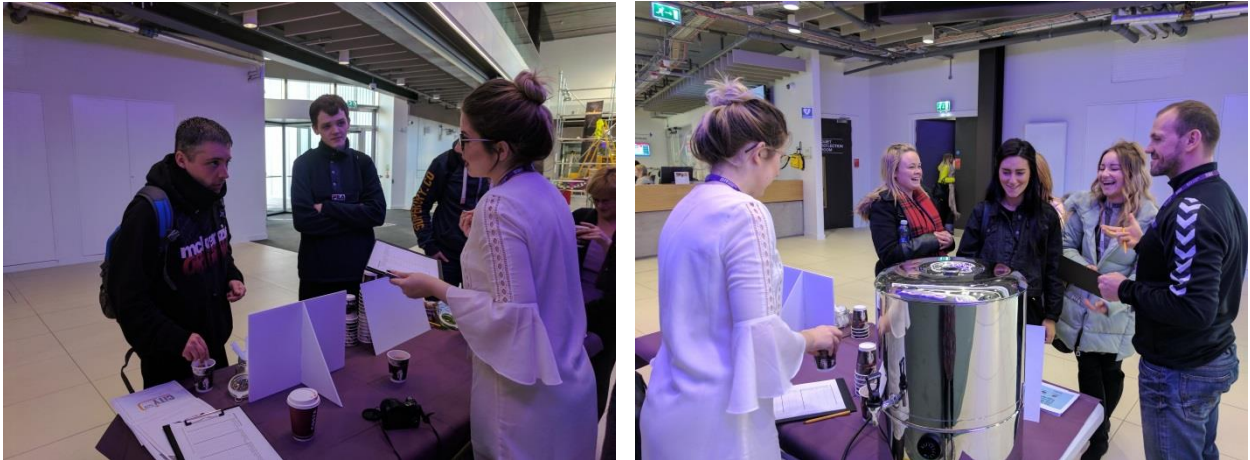
CitySA hosted the Re:Fresh event in February this year for those students starting courses in January to catch up with the Freshers’ fun! There were freebies alongside information stalls about Student Services; Bridge 2 Business; SAMH; World Skills, Clubs & Societies and many more.

Student Feedback:

“It was great to see so many different stalls, but more importantly the different opportunities for students to get involved.” - Creative Industries student, 2017

“Refresh was a fantastic event which provided students with a crucial insight into the work of the Students’ Association and what it can offer students.” - Leisure & Lifestyle student, 2017

#NoSmokingDay



To tie in with national No Smoking Day on the 8th of March, the team organised stalls at all campus entrances during morning break. Students were asked to “Skip a Ciggy” for No Smoking Day with a hot chocolate being offered as an incentive and information on smoking cessation being given. Over 275 students engaged with the event with 70% of them finding it very or extremely helpful in making first steps to stopping smoking.

Comedy Event



During the International Glasgow Comedy Festival, the Students' Association held a stand-up comedy lunch hour to promote positive mental health and raise money

for our chosen charity SAMH (Scottish Association for Mental Health). The event was an intimate gig with over 30 lucky students in attendance and those students enjoyed performances from Chris Ross, an Events student and amateur comedian as well as Raymond Mearns, a well-known professional Scottish comedian. The event added to the fantastic sum of money raised by our students this year for SAMH.

You Awryt Pal?



Alongside the Equality, Diversity & Inclusion team, the Students' Association facilitated a men's mental health awareness event to raise awareness of gender equality liberation month. Attending the event were charities that spoke to students about important men's issues and gave out some freebies too! Organisations included Cahounas Scotland, Samaritans and AMIS as well as our very own college Student Services team. Throughout lunch we held a raffle in aid of SeeMe Scotland with some amazing prizes. Fitness students were there to give students free health and fitness tests and Shakeaway, a local milkshake bar made an appearance to give free refreshments.

International Enrichment

This year the Students' Association worked in partnership with the Student Engagement Team to help facilitate a number of welcome, orientation and social events for international students:

Celtic vs Hearts Football Game



In January 2017, 20 International students visited Celtic Park to cheer on Celtic against Heart of Midlothian. The students had a great day and loved the atmosphere, taking pictures and videos to remember the day. They enjoyed a pie at half time and some even bought scarves and hats as souvenirs.

Rabbie Burns Supper

On Burns day, the International students and home students were brought together to celebrate the late poet's national day with some Scottish food and drink. The event was well attending, with all students giving positive feedback.

Glasgow Climbing Centre



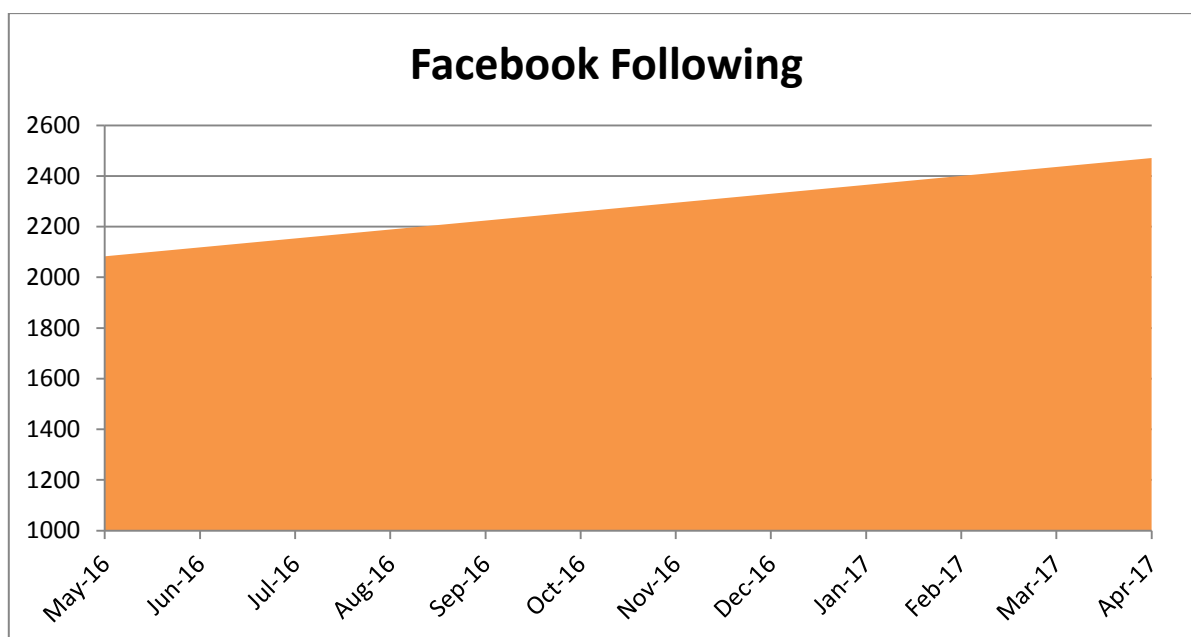
April's weekend activity was a trip to the Glasgow Climbing Centre in Govan. Many of the students had never tried anything like this before so it was a new and exciting experience for them. It was a very popular day out with some of the students purchasing climbing memberships.

3.6 Communication, Publicity and Promotion

Social Media

Facebook

The reach of CitySA on social media has grown again this year with 388 new followers on the CitySA Facebook page, bringing the total number of ‘Likes’ up to 2,471. This is an increase of 18.6% (2083 to 2471).



CitySA has the highest number of ‘likes’ of any college students’ association in Scotland:

Top 5 Institutions	Facebook ‘Likes’	Comparative Distance
City of Glasgow College	2,471	-
Edinburgh College	1,668	803
New College Lanarkshire	1,317	1,154
Fife College	1,182	1,289
Ayrshire College	659	1,812

There are slightly more female than male followers and the majority of students who follow CitySA are aged between 18 - 24 years of age:

Twitter

CitySA has continued to develop its Twitter presence this year, significantly increasing the number of Tweets sent and increasing the number of people following the account up 31.5% from 562 to 739.

MyCity

CitySA have embraced the push for innovation set out by *New Campus New Learning* by increasing support for the college Virtual Learning Environment (VLE). The Students' Association sees student engagement with MyCity as an integral part of the college's future and so have endeavoured this year to promote engagement with the VLE in a number of ways, including:

- Holding Student Elections voting through MyCity
- Hosting Class Rep training sign-ups through MyCity
- Creating a Class Rep Module on MyCity
- Creating a Class Rep Forum on MyCity
- Hosting a Students' Association information page on MyCity

The Students' Association are proud of the strong partnership they have with the MyCity team and believe that MyCity is an incredible asset for facilitating a close relationship with students across the college.



CitySA's Online Platforms

VocalEyes (My Voice)



VocalEyes (My Voice)

My Voice is a new innovative online platform where students can suggest, rate and vote on ideas. The most popular ideas are then discussed by a working group and actions are allocated to the appropriate department to create change. The purpose of this platform is to give students a voice and create opportunities to work in partnership.



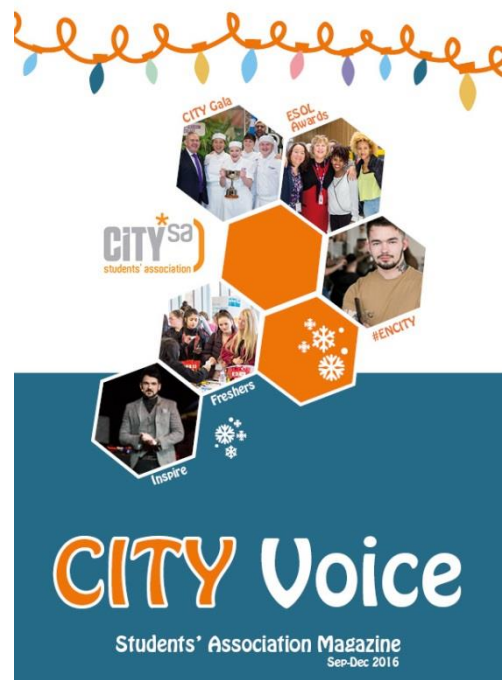
SA on Campus

CitySA Student Executive and Presidential Team undertook an extensive series of 'SA on Campus' events. The events are a great opportunity for the Students' Association Team to gather student opinion and provide students with information.

City Voice: SA Magazine

To further communicate the work and vision of the Students' Association, each issue of City Voice magazine is sent to all students and staff throughout the year.

Working with the Student Engagement Team and the Faculty of Creative Industries, CitySA has offered work experience opportunities to Journalism and Photography students. The volunteers have worked hard to create a professional standard and well-researched magazine to inform students and staff about our events and activities.



Theme 4: Sustainable Resources

This theme looks at how colleges and sector agencies can ensure that students' associations have the resources and support they need to function and deliver their core purpose effectively. Without resources, students' associations can't function.*

4.1 Finance

EXPENSE TYPE	EXPENSE CODE NAME	2016-17 AY Budget @ Live
Property and Service Charges	Riverside Campus Let £225 @260 days pa	£58,500
	City Campus Let £450 @260 days pa	£117,000
Staffing	SA Presidential Staff	£57,860
	SA Support Staff	£62,230
	Student Engagement Staff Support @ 75%	£169,708
	Sports Coaches	£3,000
	Associate Trainers	£1,400
College Grant	College Grant (Revenue Budget)	£30,000
TOTAL		£499,698

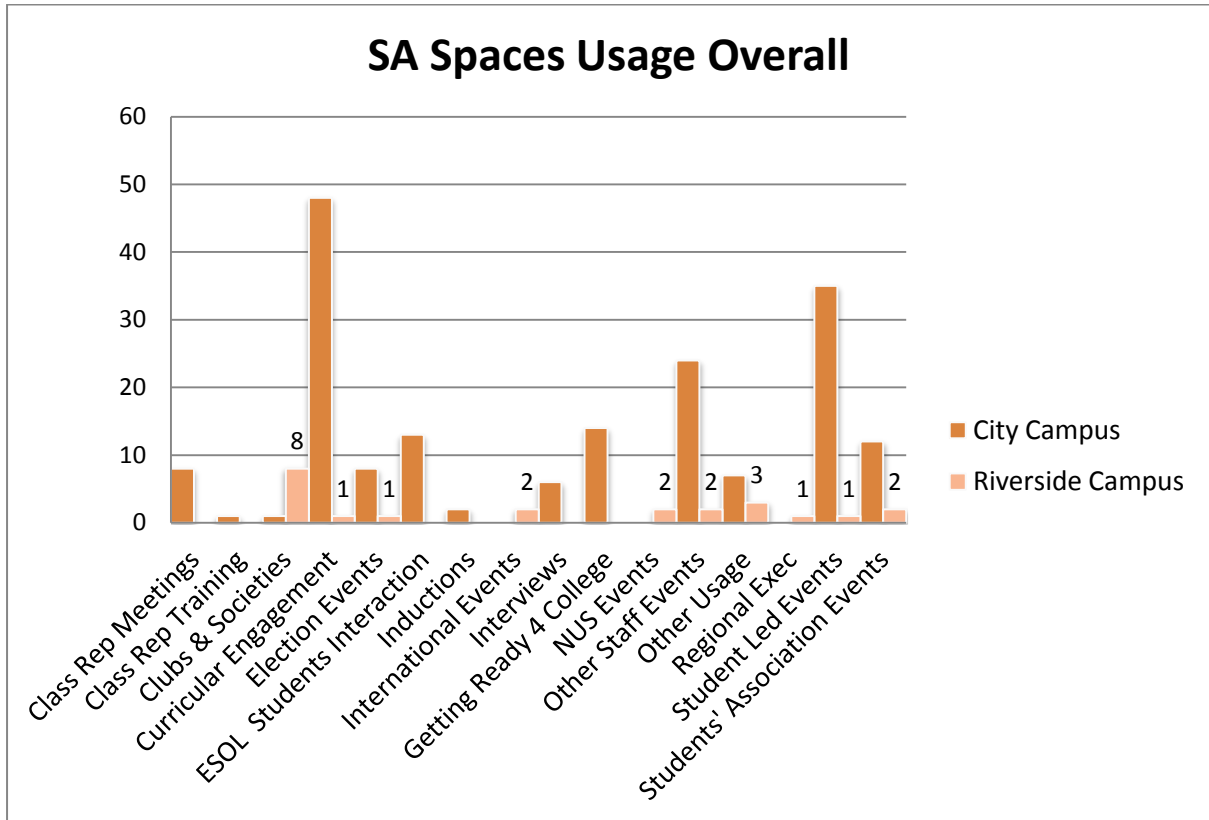
Description	Account Code	Actual Spend @ 5/5/17	Budget	Variance
Support Staff - Staff Dev Courses/Conferences	19102	£701.30	£800	-£99
Support Staff - Staff Dev Travel	19103	£2,409.07	£2,500	-£91
Support Staff Fares	19106	£6.90	£0	£7
Support Staff Subsistence	19107	£186.16	£200	-£14
Support Staff Interview Expenses	19108	£3.20	£0	£3
Hire of facilities	24003	£1,625.20	£1,200	£425
Personal Hygiene	27006	£222.57	£0	£223
Equipment/Materials (Purchase)	31001	£2,303.96	£2,500	-£196

Office Stationary & Materials	31007	£624.17	£700	-£76
Printing & Stationary	31008	£1,724.25	£1,900	-£176
Tools & Equipment	31013	£88.20	£0	£88
Other Equipment & Material Costs	31014	£1,259.12	£1,500	-£241
Computer Equipment Purchase	32050	£58.01	£0	£58
Transport - Hire Charges	33001	£1,835.00	£2,000	-£165
Student Travel Expenses	33006	£23.80	£100	-£76
Membership Fees & Subscriptions	34002	£4,494.02	£4,500	-£6
Events and Activities	34010	£2,789.99	£3,700	-£910
Food Provisions - Soft Drinks	34409	£60.41	£0	£60
Prizes	50401	£35.00	£200	-£165
Internal Hospitality	50801	£1,286.66	£1,500	-£213
Student Association	50907	£5,971.29	£6,400	-£429
Contribution to Clubs and Societies		£0.00	£300	-£300
Total		£27,708.28	£30,000.00	-£2,291.72

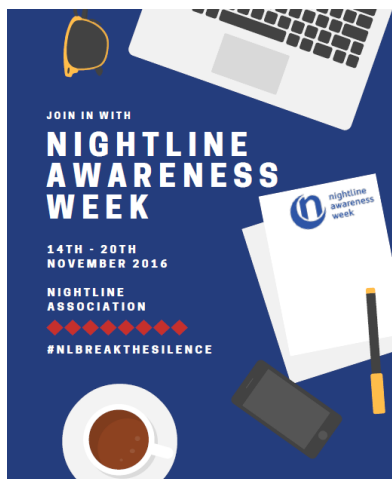
4.2 Students' Association Facilities

The Students' Association moved from Townhead to their new space in City Campus as well as retaining the space in Riverside Campus. The Student Executive have been highly visible in the space, working in the breakout areas with the staff remaining in our office, meaning that students really are front and centre in our space.

Both spaces have also remained available to students and staff to book for events. Below is a detailed report of space bookings in the Students' Association:



4.3 Nightline



Nightline is a charity providing mental health and stress support to students through 24/7 telephone and instant messenger helplines. City of Glasgow College are affiliated with the charity and attend regular monthly meetings to support the Glasgow universities and their student volunteers. On the 14th to the 20th of November 2016, the Students' Association participated in Nightline Awareness Week by handing out flyers and projecting infographics onto our SA TV screens to ensure students throughout the two campuses were aware of the services they can access.

4.4 National Representation

To ensure that City of Glasgow College students are fully represented, the Students' Association has continued to be an active member of the National Union of Students (NUS).



This year CitySA were nominated for two NUS Scotland Awards (Officer Team of the Year & College Students' Association) and two NUS UK awards (Staff & Officer Team of the Year). We were exceptionally proud of this recognition and honoured to win the Officer Team of the Year award at the NUS Scotland Conference in Dundee this March.

City of Glasgow College continues to engage strongly with student representation at Scottish and UK levels with Vice President, Jatinder Singh being elected on to the Black Students Committee and City of Glasgow College student Elena Semple being elected as NUS Scotland Vice President: Communities.

The table below illustrates the NUS events attended this year:

NUS Events 2016-2017
NUS Gathering Conference
NUS Scotland Zone Conference
NUS Scotland Conference
NUS LGBT Scotland Conference
NUS Disabled Scotland Conference
NUS Black Scotland Conference
NUS Women's Scotland Conference
NUS Women's UK Conference
NUS Student Unions 2016
NUS Scotland Lead and Change
NUS UK Conference

CitySA's increased engagement has also led to networking opportunities with a range of officers from NUS, including:

- Vonnie Sandlan - President NUS Scotland
- Rob Henthorn - Vice President Learning & Teaching NUS Scotland
- Angela Alexander - Women's Officer NUS Scotland



- Luke Humberstone, Heidi Vistisen, Andrew Hunter & Raj Jeyaraj - Candidates for NUS Scotland President

4.5 Glasgow Student Forum

CitySA has continued its work as a member of the Glasgow Student Forum (GSF). As a member we work with various Universities and Colleges in Glasgow and the surrounding areas to support around 200,000 students.

The membership includes:

- City of Glasgow College
- Glasgow Kelvin College
- Glasgow Clyde College
- West College Scotland
- University of Glasgow
- University of Strathclyde
- Glasgow Caledonian University
- University of the West of Scotland
- Royal Conservatoire of Scotland
- Glasgow School of Art

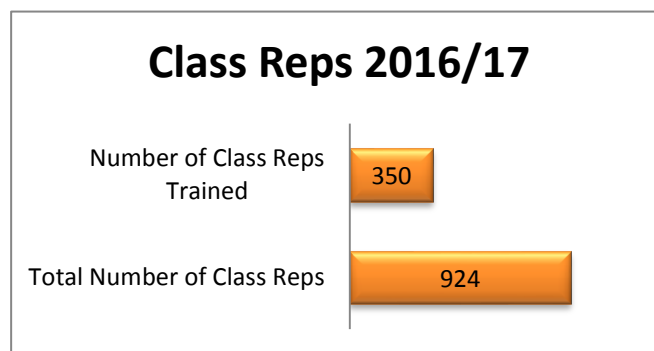


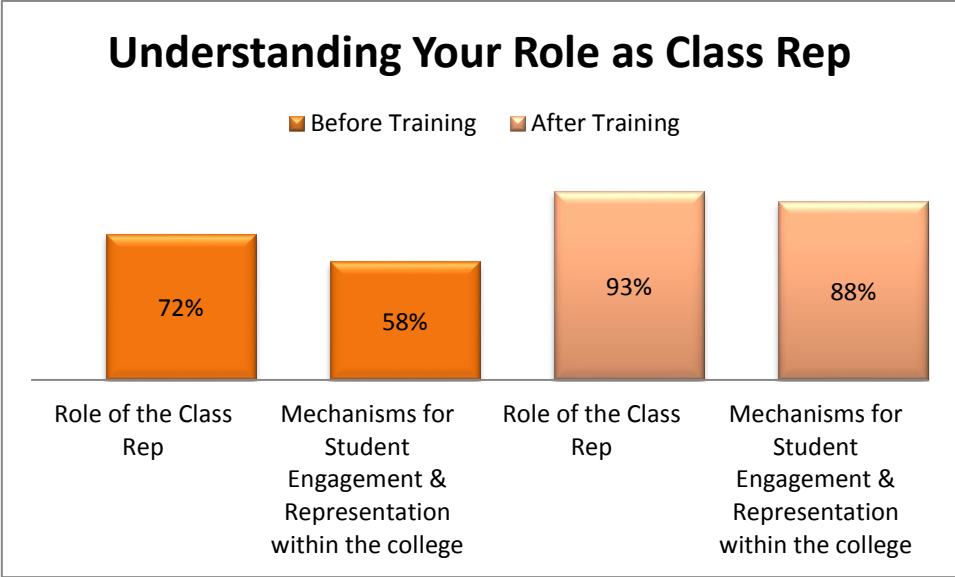
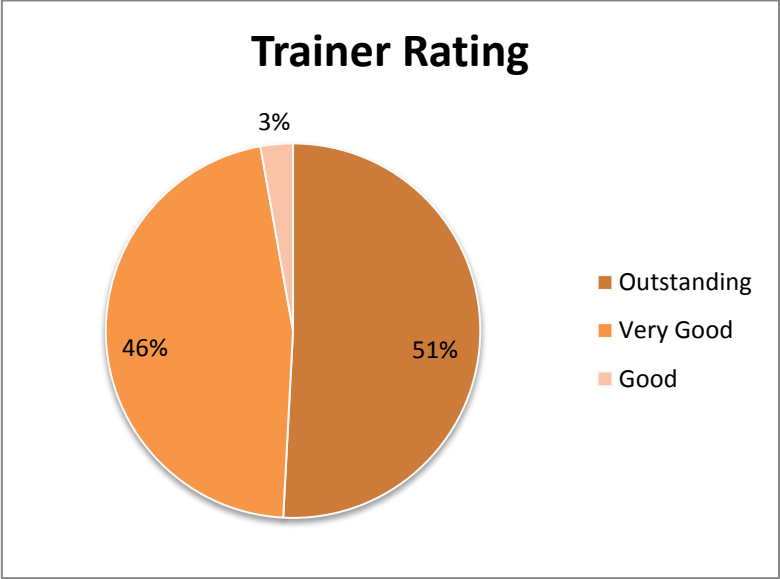
4.6 Class Representative Training



City SA continues to embrace *sparqs* Institutional Associate Trainer (IAT) scheme which empowers former class reps to lead on delivering training. CitySA recruited and employed 4 former Class Reps and worked with them to create an extensive timetable for Class Rep training, taking in both campuses at a variety of times.

The IAT system allows for a more tailored, bespoke training experience by facilitators who understand the college. All Class Rep trainers were fully briefed and prepared by *sparqs*, attending a residential training weekend in Dundee, August 2016. The success of the Class Rep training is shown in the information gathered from evaluation forms as illustrated below:





4.7 Student Executive Training

The Student Executive has taken part in a range of training this year including in-house sessions on:

- Executive Induction
- Team Building
- Goal Setting - Kilbowie Weekend
- Stress Management

The college have also made available to student officers all Essential Online training modules offered to college staff including:

- Legislation and Compliance
- Equality, Diversity and Inclusion
- Health and Safety



Internal and external trainers have worked with the officers throughout the year, forming an effective training schedule. CitySA is grateful to all those who contributed to this year's training including:

- Organisational Development
- The Student Engagement Team

The Student Engagement Team and the Students' Association worked closely in the development of an executive mentoring scheme whereby elected students formed work plans around pieces of work arising from their manifestos and were supported throughout the year by a designated member of staff to deliver their work. This involved monthly update meetings and progress reports, as well as practical support in the devising and delivering of projects, many of which are highlighted throughout this report.

Theme 5: Value and Impact

This theme looks at how students' associations can prioritise and plan activities that meet the needs of their students and deliver positive change. It looks at how students' association and colleges can evaluate and measure the partnerships success and ensure that students associations represent students and have a positive impact on their experience at college.

5.1 Benchmarking

In his second year, our Student President has been determined to continue the growth of our Students' Association. At the start of this term we have not only seen an increase in the budget, but the addition of a new staff member and a new Vice-President. To continue this growth, the team have been working on a policy for benchmarking that will allow us to look to the rest of the country to share good practice and continually develop our work.

This year members of our team went to Liverpool to discuss online democracy systems with the Liverpool Guild of Students, to Perth College to review their Student Representative Council and to the University of Dundee, to view the facilities that they offer their students. Our Vice President Learning and Teaching has attended the University of Strathclyde Volunteer Awards to gain some ideas for our Student Recognition event in June. CitySA have also spent time reviewing various College Student Partnership Agreements and Strategic Plans as inspiration for our own documents.

Following the new Education Scotland Quality framework for colleges CitySA has been trying to prepare as best as possible. We have been in touch with all three Action Learning Pilots (ALPs) North East Scotland College, South Lanarkshire College and Ayrshire College to look at what they have been doing with the intention to visit all three.

5.2 Student Partnership Agreement

This year the Students' Association has put a focus on developing a Student Partnership Agreement. Working with a steering group of college students, staff and external stakeholders, we hope to have the agreement completed within the calendar year.

College Partnership



The Students' Association are committed to working in partnership with the college to improve the learner experience at City of Glasgow College. This includes working together with college staff on joint projects as well as teaming specific student officers with staff members where remits are shared.

There are a number of departments in the college that work very closely with the Students' Association over the course of the year, including:

- Student Engagement
- Equality, Diversity and Inclusion
- Faculty of Leisure & Lifestyle, Sports Co-ordinator
- Design
- International Compliance
- World Skills
- Advice and Guidance
- Learning Support
- Learning Technologies
- College Secretary
- Bridge2Business
- Organisational Development
- All Faculties

As a result of these collaborations, the Students' Association has been better able to accomplish their objectives.

Section 4 - Closing Words

Acknowledgements

CitySA can only succeed with passionate and engaged students working alongside supportive and committed staff members throughout the college.

The Students' Association would like to offer thanks to the staff team, Dougie Smith, Janice Kennedy and Sue Wong, for the effort they have put into helping the Students' Association and its officers grow.

Thanks must also go to the Student Engagement Team who, throughout the year have mentored, guided and assisted the Student Executive and helped extend the reach of the Students' Association.

A sincere thanks to the Principal, Paul Little, for his genuine interest in student opinion and to all of the Board of Management for the advice and support they have offered throughout the year.

Finally, a massive thank you to all the unnamed students who have cared enough to improve their courses, who have organised social activities for the enjoyment of others and who have campaigned to shape a more inclusive and fair college.