

Board of Management Students, Staff & Equalities Committee

Date of Meeting	Wednesday 9 May 2018
Paper No.	SSEC3-B
Agenda Item	5
Subject of Paper	CitySA Annual Report 2017-18
FOISA Status	Disclosable
Primary Contact	Student President
Date of production	May 2018
Action	For Approval

Recommendations

Students, Staff and Equalities Committee is asked to endorse the CitySA Annual Report for approval by the Board of Management.



ANNUAL REPORT 2017/18

City of Glasgow College Students' Association

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students' association

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INTRODUCTION

Foreword



Welcome to CitySA's Annual Report 2017/18. This year has been hugely successful for us at City, building on the amazing work of last year's team, introducing new and innovative ways of engaging students and becoming a more prominent force within City and across both campuses.

With the introduction of our first ever Student Partnership Agreement in October, we now have a formal way of working in partnership with College departments to influence change for our students. We have had our most contested and highest turnout Big Student Elections showing that students more now than ever are engaging with their Students' Association and are keen to make the student experience here the best it can be. We have also had a record number of active clubs, societies and sports, engaging a diverse range of the student body and providing help and support when necessary.

This year has seen a fantastic Student Exec work together to deliver some great results throughout the year and a group of Faculty Reps who have worked hard to ensure the voice of their peers has been listened to and that the learning and teaching across all areas of the College is world class.

I'm really honoured to have been part of the team this year and will no doubt be emotional when it comes to the time to handover to team 18/19. However, I'm really happy leaving my post to see such a passionate and capable team coming in to carry on the amazing work of the SA into the new term and who will make sure 18/19 is another record breaking year.

A handwritten signature in black ink, appearing to read 'Megan Cartwright'.

Megan Cartwright

Student President 2017/18

Highlights of the year

The last year has been one of many successes for CitySA and the team of student representatives who lead it. In many areas, we have increased our engagement with students markedly, we have improved the provision of events and activities and we have taken new and innovative approaches to making sure the student voice is heard in our College.

Freshers' Fayre



Freshers' Fayre 2017 was the most successful ever held by CitySA both in terms of attendance and revenue generated from stall holders. In total, 5,276 students attended the 90's themed fayre where they had the opportunity to sign up to societies and sports clubs and receive information from various College services and charities. The event generated over £3,000 of income for the Students' Association.

Student Partnership Agreement

In October 2017, College Principal Paul Little and Student President Megan Cartwright signed City of Glasgow College's first ever Student Partnership Agreement (SPA). This agreement sets out how the Students' Association and the College will work together to ensure that students are engaged in decisions about their learning and that their voice is heard within the College.

Big Student Elections

Our Presidential Team Elections took place in March 2018 with more students standing than ever before and our highest ever voter turnout. Across the four positions, 24 students stood for election and 2,441 votes were cast representing an increase of 45% from the year before. This gives our newly elected team the largest ever mandate to represent students at City.



Sports and Societies

This year, our sports clubs and societies were more inclusive than ever before. With extra classes including fitness, Yoga, Futsal and Boccia on offer both after college and during lunchtimes, more students than ever felt they could join in on what we offer. Several new societies have been started by students such as the Jamming Society and Debate Club leading to a wider variety of societies. Attendance across both our sports clubs and societies has been higher than ever this year and there has also been an increased attendance from our Riverside students.

International Student Engagement



Despite the fact that there have been staff vacancies at the Riverside SA Office this year, this has been the year where we have offered many great activities to engage our international students. We have organized many activities from attending football and hockey matches, to hillwalking and sightseeing. We have received a great response from the students and have made this time in Glasgow memorable and enjoyable.

Class Reps

Alongside numerous developments to our Class Rep System this year - which have included more events for Class Reps, specific support for attending CIAMs and greater opportunities to give feedback on their experience in the role - the number of Class Reps elected and trained has risen to the highest ever level within the College. As of April 2018, there are 1,180 Class Reps of whom 410 have received Class Rep Training.

Presidential Team

Megan Cartwright, Student President

It is coming to the end of my second year on the CitySA Student Executive and being a part of this Students' Association has genuinely changed my life for the better. I have grown up so



much since becoming the first ever VP Diversity and Wellbeing and my confidence has sky rocketed since being elected as Student President 2017/18. I've learned more than I could ever have hoped to and the opportunities I've had have been unbelievable for a person of my age. I never thought I'd do something like this and to have achieved so much in such a short space of time and to have actually loved every second of it - it has been truly been a privilege. I have met so many wonderful people, staff, students and beyond and have made friends for life I would never have spoken to

otherwise. I really feel that we have, as a team, made real, impactful change for students and have always made sure students remain the focus of all decisions and changes within the College and in the wider sector. Thank you CitySA for the best two years of my life (so far!) and for developing me into the person I am proud to be today.

Jack McAllister, Vice President Learning and Teaching

This year has been a fantastic experience for me. I came to City of Glasgow College in 2015 to study towards a HND in Social Sciences and planned to take it easy and not get too involved in student politics. However, I was asked to be a Class Rep and so began a three year journey. Starting as Class Rep, I was then chosen to be Faculty Rep, then progressed on to the Student Executive Committee as Riverside Campus Officer. Lastly, I was elected as Vice President Learning and Teaching this past year. Over the last three years I have had the honour and privilege to work alongside some amazing people, both staff and students alike. The students who get involved with the Students' Association are some of the most passionate people I have ever met, which can be seen through all of their work, and I have gained so much inspiration from working alongside



them. This year I once again had the opportunity to facilitate some of the Class Rep training and this gave me a fantastic opportunity to meet many of our student representatives. This has meant that I was able to gain a better understanding of the issues faced by our students. Looking ahead to next year and the incoming Presidential team I would like to take the time to wish them the very best of luck. I know that having worked with some of them this year that they will do a fantastic job in representing our students in the year to come.

Milea Leone, Vice President Social and Activities

My year as Vice President of Social and Activities has definitely been an incredible experience from start to finish! Even though I joined the SA Team with very little knowledge of



what the Students' Association is and provides for students I feel like I have not stopped learning since I stepped foot into the office. I've had the opportunity to speak to students and get a deeper insight of what their concerns are and what they would like to see the College and SA offer them. It has been a pleasure working with such an amazing team who support and help whenever needed but also allow you to be creative and share your own ideas. I have gained a lot of confidence through this experience and am grateful for the support I have received from both staff and students. I'm proud to have made changes as a VP with new clubs and societies and feel

privileged to now have the opportunity to continue my journey here at the College as Student President 2018/19. I am confident that with our fantastic new team, we will work hard to improve the student experience and effectively represent the views of students. Looking back from timidly stepping into the office to enquire about a sports club to now being elected, I feel I've grown as an individual and look forward to continuing on the amazing and hard work that Megan has put in throughout the entire year and truly hope to do her proud by pushing the SA to be the best it can be for everyone.

Matthew MacKenzie, Vice President Diversity and Wellbeing

I have really enjoyed the opportunity to serve as Vice President Diversity and Wellbeing in the Students' Association this year. While it has been a challenging role, it has given me many opportunities to learn and develop. Having worked with the Students' Association for the last three years I have developed a good working relationship with the members of staff and feel that their support for me and the rest of the team has allowed us to overcome any difficulties we encounter. I think it shows how much we all value the Students' Association by the fact that Jack, Milea and myself all stood to be Student President this year. Taking part in our biggest ever elections in terms of both candidates and votes was an incredible experience and even though I did not win, I am glad that I put myself forward and pleased that in Milea, students will have a fantastic Student President next year. Next year I plan on returning to the College to finish my HND and fully intend on continuing to be an active presence within the Students' Association, and wider student movement. I feel that I still have more to offer and that I want to continue to work to help make City of Glasgow College the most progressive College in regards to Equality, Diversity and Inclusion.



Executive Committee



Thomas Rocks
Education Officer



Harley Primrose
Equalities Officer



Abdolreza Roudsaz
Sport and Fitness Officer



Modesta Martinkute
Charities and Fundraising
Officer



Executive Officers
2017/18



Jason McLachlan
Riverside Campus Officer

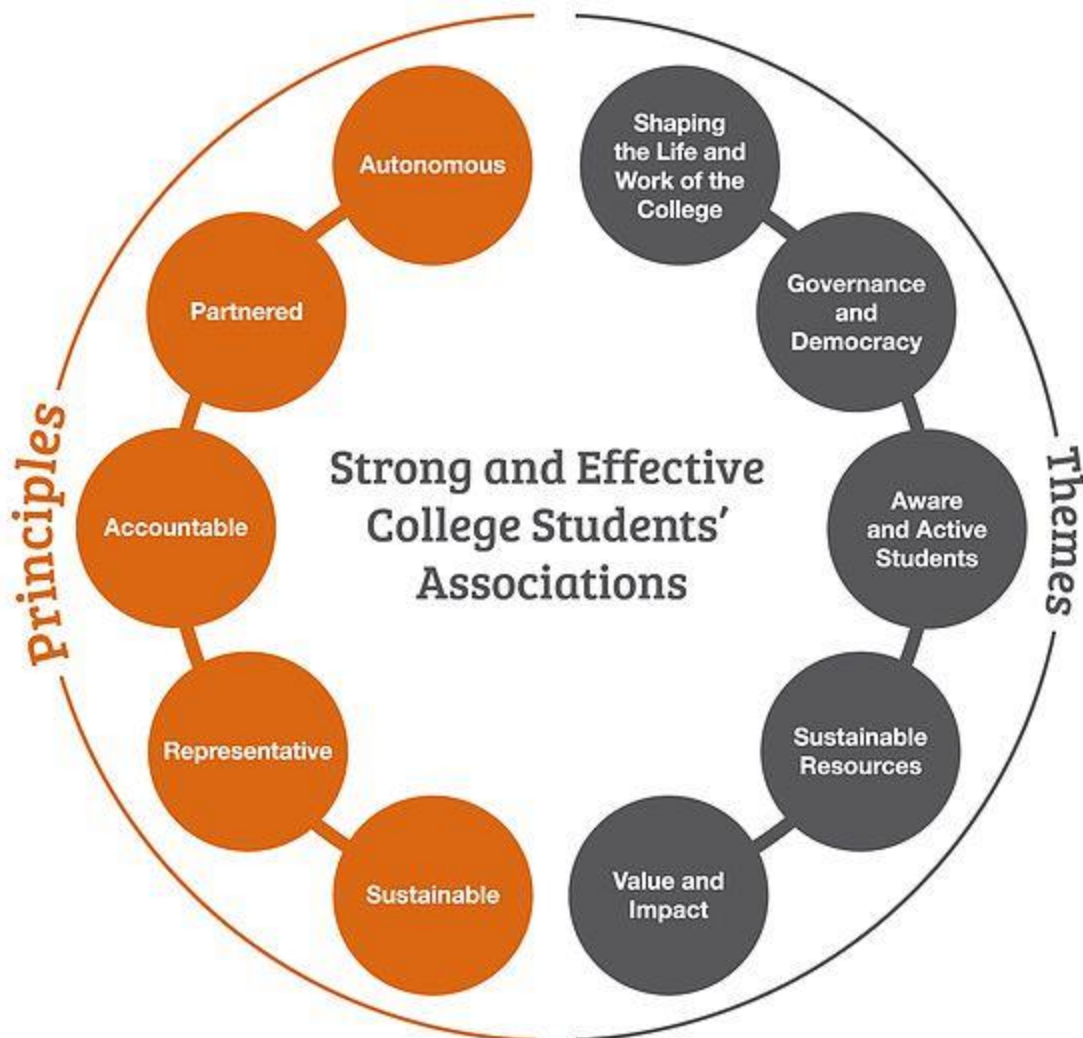
Alongside our Presidential Team, we also elect Executive Officers. These are voluntary roles on our Executive Committee where the students commit to four hours of volunteering each week. Voluntary members receive training and support - including a staff mentor - throughout the year and lead on projects relevant to their area of responsibility.

Operational Plan

The Students' Association continues to develop on an annual basis through producing and implementing an Operational Plan.

Our Plan is shaped internally by the College's Strategic Plan, the priorities within the Student Experience Directorate and the manifestos of our elected student representatives. We also make use of what we have learned by reviewing our existing areas of work from the previous year.

In order to formulate an effective Operational Plan, we make use of the Framework for the Development of Strong and Effective College Students' Associations, the sector agreed framework for how college students' associations should operate. We make use of the themes from this framework to structure our Operational Plan.



SHAPING THE LIFE AND WORK OF THE COLLEGE

Over the course of academic year 2017/18, the representatives within the Students' Association have continued to ensure that the Students' Association is well represented across all Boards and Committees - both within our College and the Glasgow region - of which we have membership.

Student Representation on the College Board and Committees

As of April 2018, the attendance at College Board and Committees was as follows in the table below.

Meeting	Student Representatives	Meetings Attended
Board of Management	Student President VP Learning and Teaching	5/5*
Staff, Students and Equalities Committee	Student President VP Diversity and Wellbeing	2/2*
Learning and Teaching Committee	Student President VP Learning and Teaching	4/4
Finance and Physical Resources Committee	Student President VP Social and Activities	2/3*
Academic Board	Full Presidential Team Faculty Reps	2/2*

** There is one further meeting yet to take place at the meetings indicated and it is anticipated that there will be student representatives in attendance.*

As can be seen from the meeting attendances at each of the committees, the Students' Association has played a full role in the governance structures of the College by making sure the student voice is heard at all of the highest level meetings.

Student representatives regularly contribute to the discussion of items at all meetings and an update from the Students' Association is presented at each meeting of the Staff, Students and Equalities Committee.

At each of the Board Planning Days in November and February, the Student President and VP Learning and Teaching gave presentations on the Student Partnership Agreement and the achievements of the Students' Association this year.

Regional Representation



Student President Megan Cartwright was elected as one of the two full student members of the Glasgow Colleges' Regional Board and has worked closely with the officers from both Kelvin and Clyde colleges to represent students across the Glasgow region. All three Student Presidents meet regularly as part of the Glasgow College's Regional Student Executive with help from NUS Scotland to discuss regional issues and plan work and activities to benefit college students across Glasgow.

Academic Representation

Support for academic representation is central to the role of the Students' Association - through supporting our student representatives we are able to help them improve the student experience across the College.

Class Representatives

At the start of the academic year and again for the student intake in January, the Students' Association sends out guidance to all staff and students about the role and purpose of Class Representatives and the steps required for elected and registering Reps for each course. A short video was also commissioned this year to assist teaching staff with the recruitment of Class Reps.



In addition to these methods, our Presidential Team were also proactive using data from Dashboard to target classes without Class Reps with lecture shouts to make sure students knew they had to elect Reps.

This year, the highest ever number of Class Representatives have been elected - 1,180 at the time of writing. The breakdown by Faculty is shown in the following table.

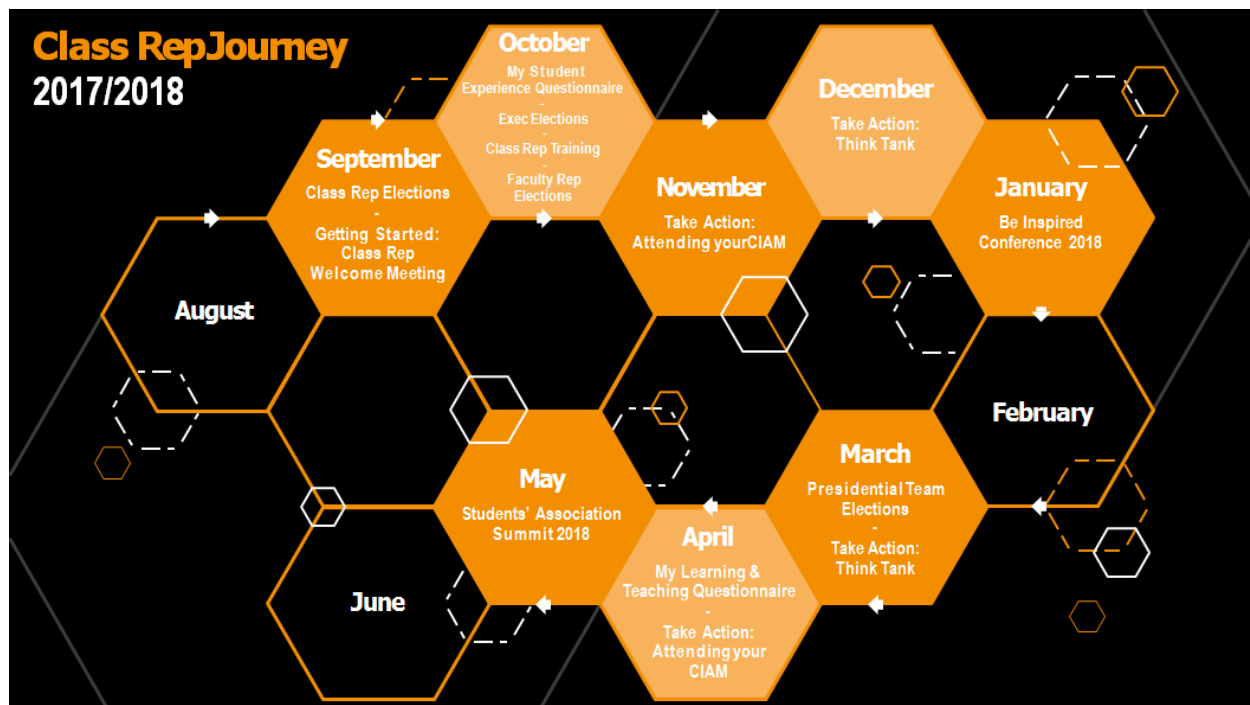
FACULTY	CLASSES	WITH CLASS REPS	WITHOUT CLASS REPS	% Elected
Building, Engineering and Energy	72	69	3	96
Business	117	111	6	95
Creative Industries	97	94	3	97
ESOL	114	88	26	77 ¹
Education and Society	41	41	0	100
Leisure and Lifestyle	141	139	2	99
Nautical	58	48	10	83 ²

¹ ESOL classes were not on Dashboard at the start of the academic year and so did not benefit from targeted lecture shouts

² Most classes in the Nautical Faculty without Class Reps have either only started recently or have already concluded

Class Rep Journey

In order to ensure effective engagement with Class Representatives, the Class Rep Journey was updated to reflect the new interactions that were designed for this year with the aim of keeping Class Reps engaged and helping them to meaningfully engage with College feedback processes.

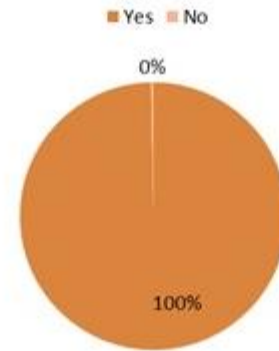


This approach has ensured that Class Reps are introduced to the Students' Association at the start of the year through Welcome Meetings, that Class Rep Training is provided at appropriate times and that Reps are supported to attend their CIAM meetings.

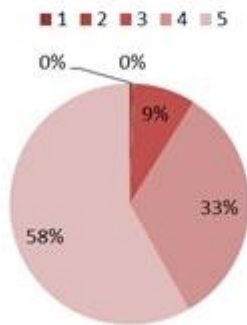
Class Rep Training

In order to support Class Reps to effectively undertake their role, the Students' Association offers a comprehensive two hour training session to all Class Representatives within the College. The training is predominantly delivered by our Associate Trainers - four students recruited and trained to deliver Class Rep Training - and is further supported by staff and student officers from the Students' Association as necessary and appropriate to support the needs of participants.

Did you feel able to participate fully in today's training?



Overall, how valuable do you consider today's training? (1 = Not very useful and 5 = very useful)

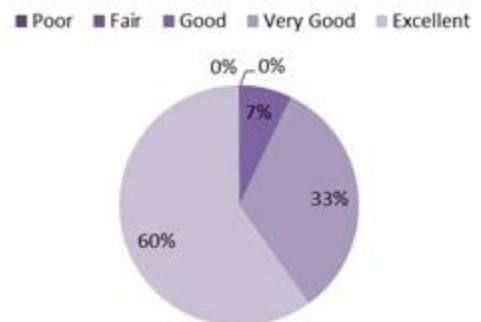


The Associate Trainer scheme is supported by sparqs and creates a valuable opportunity for our students to participate in an excellent 'Train the Trainer' programme and gain experience delivering training sessions.

This year, 410 Class Reps were trained which represents the greatest number of Reps trained at the College. In total, 37 training sessions were offered to Class Representatives (25 in October / November and 12 in January / February). Amongst these were evening sessions at the Riverside Campus which were offered after consultation with Curriculum Heads. In addition to the regular sessions, specific training was organized for ESOL students, Supported Learning students and Apprentices tailored to the different needs and modes of study in each case.

This year, 410 Class Reps were trained which represents the greatest number of Reps trained at the College.

How would you rate your trainer in terms of knowledge and delivery?



Class Rep Module

Following the development last year of a Class Rep Module on MyCity, this online space has been further developed this year to be a source of information and continuous development for Class Representatives.



The updated module has been divided into three sections: Get Started - information about the role and attending training; Be Inspired - online tools for testing Rep skills and curated sources about personal development; Take Action - information about meetings, questionnaires and student engagement processes.

Faculty Representatives

The relationship between the Students' Association and Faculty Reps has developed this year with the discontinuation of the 'Finger on the Pulse' system and the introduction of the Student Partnership Agreement. Faculty Reps are now expected to play a more prominent role as members of the Students' Association's Student Representative Council and engage more in opportunities to represent students within the College such as on Academic Board.

This year 12 Faculty Reps have been elected within the College. There have been on average 4 Faculty Reps present at each meeting of Academic Board and Faculty Reps have been active in making and reviewing suggestions for improvements in the College. Four of our Faculty Reps chose to stand in the Big Student Elections and Jennifer Gordon, a Faculty Rep for BEE, was elected as Vice President Learning and Teaching.

Your Voice Counts

Your Voice Counts is a CitySA Class Rep initiative that has been piloted this year with Class Reps from the Building, Energy and Engineering Faculty. It provides an additional support mechanism for Reps to discuss and review their student learning experience at a local level. They create their own action agenda, which is sent to Curriculum Heads, who then meet with Reps to address each of the agenda points. During the April meeting, seven of the action points had been addressed, leading to the Reps present reporting an increase in satisfaction with their course. This demonstrates the value of the initiative, which we hope to be able to roll out across more areas of the College in the next year.

Student Satisfaction Questionnaires

Following a review of our engagement with the College's Class Rep System at the start of the year it was decided that the Students' Association should look for an alternative source of data about student satisfaction with learning and teaching than 'Finger on the Pulse'. Despite its many benefits, there were several challenges with the FOTP system that could not be overcome - coverage across the College was inconsistent and it placed a lot of responsibility on individual Class Reps to accurately collate student opinion.

By working with the Performance and Improvement Directorate, we have been able to add questions to what was previously known as the First Impressions questionnaire that gathers useful information about student opinion. The Students' Association now has access to this data which allows us to undertake two key tasks. Firstly, we can perform our own analysis of the data to inform the work we are doing - a report based on this was presented to Academic Board in December. Secondly, the quantitative data was shared with Class Reps for courses within their Curriculum Area. The Students' Association then arranged Class Rep Meetings to prepare Reps to use the data to help them effectively engage with their CIAMs.

GOVERNANCE AND DEMOCRACY

The Students' Association is committed to operating as a democratic and well governed representative body for all students at City of Glasgow College. We work to make sure students have the opportunity to shape the work that we do and influence the decisions we make on their behalf. This work also extends to being ensuring that the voice of our students is heard within the National Union of Students of whom we are an affiliate.

My Voice

My Voice is our online ideas platform that was first introduced toward the end of the last academic year. Having had the platform in place for its first full academic year, we have been able to develop the way in which we use it further. As well as giving students the opportunity to make suggestions on how their experience at the College could be improved throughout the year, we also use the platform to ask students about what they would like to see from the Student Partnership Agreement and as the method by which we conduct voting on motions for our AGM.



The system allows students not only to post their ideas but also to comment on and rate the ideas of other students. This helps the Students' Association to determine which issues matter the most to students and gain an impression as to how widespread support is for change.

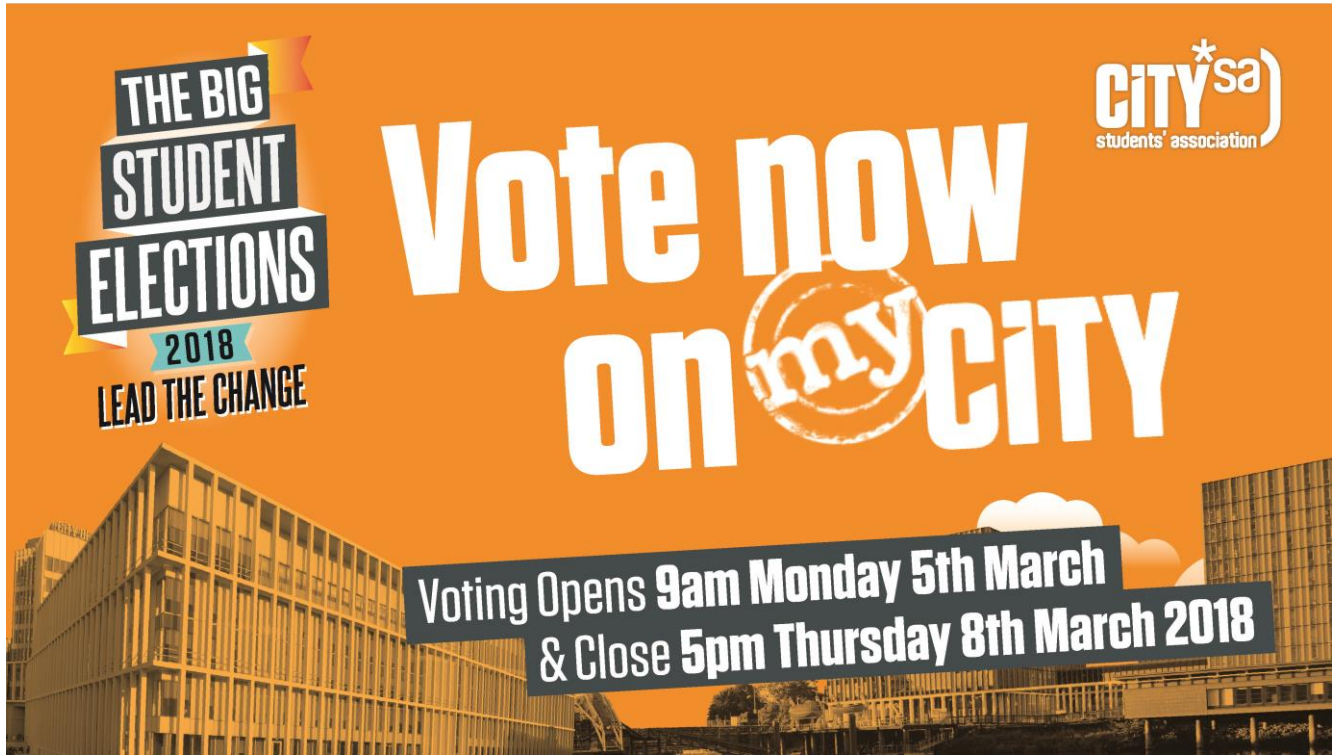


In just over a year 1,271 unique students have interacted with the My Voice platform. Between them they have proposed 332 ideas, supplied 16,990 ratings and posted 1,116 comments and replies.

Many of the ideas posted have related to how students experience our campuses which has led to the development of fruitful ongoing work with both Facilities and Estates and BaxterStorey.

The College have now installed garden benches in the Courtyard at City Campus!

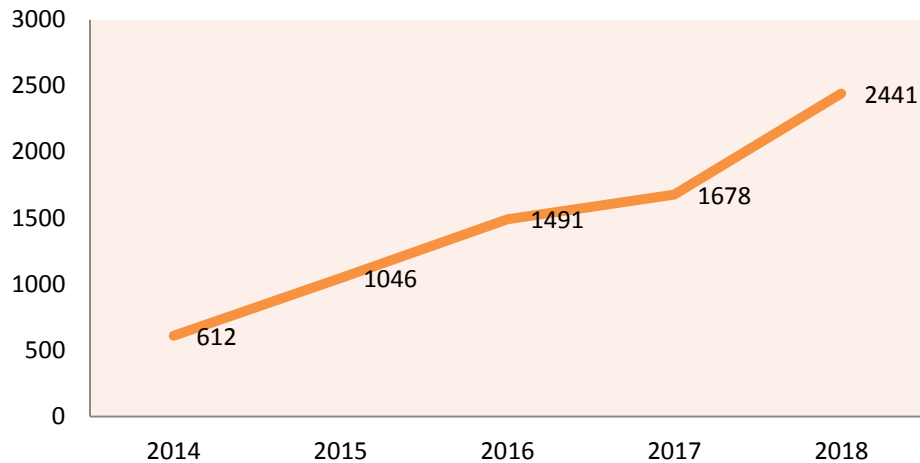
Elections



The Big Student Elections took place in March 2018 - this year saw the highest number of candidates, 24, and the highest ever election turnout, 2,441, in the Students' Association's history.

The turnout is part of an ongoing trend demonstrating how CitySA has continued to improve how we engage with our students. The following graph illustrates turnout over the past five years.

Voter Turnout



The voting took place over four days from the 5th to 8th of March and during that time the candidates made great efforts to engage with students across both campuses in what was a hard fought campaign conducted in a friendly and good natured manner - evidenced by the fact that there were no complaints made by any of the candidates.



Once again we worked alongside the students' associations from the University of Strathclyde, Glasgow Caledonian University and the University of the West of Scotland in order to promote our elections and hold a joint election results announcement. This year the announcement took place at GCU Students' Association.

On the night the winners were announced as (from left to right): Gavin Young, VP Diversity and Wellbeing; Milea Leone, Student President; Jennifer Gordon, VP Learning and Teaching; Rachael Gilchrist, VP Social and Activities.

The full breakdown of the voting is available on the Students' Association's website.

Student Representative Council

The Student Representative Council (SRC) is the biggest democratic decision making body within the Students' Association. It is comprised of all members of the Executive Committee and all of the Faculty Reps. Its purpose is to ensure that the voices of students from all areas of our College are represented through the decisions made by the Students' Association.

Building on the work of last year where the SRC began to have more regular and structured meetings, we have continued to develop how our student representatives direct our work. The SRC are the decision making body that prioritises which student suggestions from My Voice are taken forward to be considered as student staff partnerships under the Student Partnership Agreement.

National Union of Students

CitySA is an active affiliated member of the National Union of Students (NUS), who in Scotland represent the views of over 500,000 students across our universities and colleges. This helps us to ensure City of Glasgow College students are being represented nationally through their Students' Association and that we are able to vote on and debate on issues that may affect our students now and in future.



This year we were nominated for three NUS Scotland Awards (Student Opportunities, Education and College Students' Association of the Year). We were delighted that our hard work has been recognized this year and showcased to other students' associations across the country.

Our presence within the student movement has been further enhanced this year as we have been able to field full delegations to the two main democratic events within NUS. Nine representatives attend NUS Scotland Conference in Dunblane and five attended the NUS UK Conference in Glasgow. This gave our student representatives opportunity to shape the work of the wider NUS and meet other student representatives from across England, Northern Ireland and Wales, sharing ideas and learning from one another.

Additionally, our VP Diversity and Wellbeing, Matthew MacKenzie, has represented CitySA on the NUS Scotland LGBT+ Committee this year and our Equalities Officer, Harley Primrose, will serve on the NUS Scotland Disabled Students Committee next year. The following table illustrates our attendance at NUS conferences in 2017-18

Conference	Delegates Present
The Gathering, Glasgow	4
Zones Conference, Edinburgh	4
NUS Scotland Conference, Dunblane	9
NUS National Conference, Glasgow	5
NUS Scotland Women's Conference, Edinburgh	1
NUS Scotland Disabled Student Conference, Edinburgh	1
NUS Scotland LGBT+ Conference, Edinburgh	3

Annual General Meeting

The poster features the CitySA logo in the top left corner. The main text 'AGM VOTE!' is rendered in large, white, outlined letters against a green background with a wavy, textured pattern. To the right of the main text, there is a white box containing the following information:

**Wednesday 21st March 9am
- Tuesday 3rd April 12pm**

Students' Association are holding their
ANNUAL GENERAL MEETING
on My Voice, to give students the
opportunity to set the priorities for their
student representatives for the year ahead.

Login to My Voice to VOTE NOW!
To find out more visit: www.citysa.co.uk

The 2018 Annual General Meeting (AGM) of City of Glasgow College Students' Association took place online, for the first time, via the My Voice platform between the 21st of March and the 3rd of April 2018.

Motions

All students were invited to submit motions to the AGM via the CitySA website. Students were notified by email and through social media. The period for submitting motions ran from the 12th to 19th of March 2018. In total six motions were submitted:

- Job and internship opportunities on MyCity
- Events and Activities Icon/App on MyCity
- Big Screen Campaign
- Improve our democracy - replace the AGM
- Mental Health Support Groups
- Campaign for Accessible Toilet Signs

Voting

All six motions received the approval of the majority of students who took part. However, as our AGM requires a quorum of 200 participants and none of the motions received this many votes, then they do not automatically become official Students' Association Policy. Instead they will be taken to the next meeting of the Student Representative Council.

AWARE AND ACTIVE STUDENTS

Freshers' Week

Fresher's Fayre 2017 brought in external and internal exhibitors for a fun two-day event at the beginning of the academic year to welcome students to City of Glasgow College and Glasgow itself. Over the two days, we welcomed over 40 exhibitors to our 90's themed fayre who offered freebies and information to 5,276 students.



We also provided entertainment for students in the form of a dance machine, photo booth, 90's DJ and VR experience. External exhibitors from across Glasgow gathered from both commercial and charitable organizations to give students information and advice. Student Services and our College Chaplaincy Service were also there to help students find out what is available to them as a student at City.

We even had a visit from Glasgow 2018 European Championship mascot Bonnie the Seal! City SA was hugely visible throughout the two days, talking to thousands of students about the work we do and generated interest, suggestions and sign-ups for our various clubs and societies. The Presidential Team was out in force explaining the role of the SA and encouraging them to run for Class Rep, Faculty Rep or Student Executive. We received a huge amount of positive feedback from staff, students and exhibitors. Overall the event was a huge success for City SA.



Sports Clubs



CITY COLLEGE SPORTS CLUBS

TIMETABLE • AVAILABLE TO ALL COGC STUDENTS

Day	What's on	Time	Location
Monday	Individual Basketball Training	17:00 - 18:00	City Campus, Games Hall 2, Floor 3
Monday	Badminton	17:00 - 18:30	City Campus, Games Hall, Floor 3
Tuesday	Football	17:00 - 18:30	City Campus, Games Hall, Floor 3
Wednesday	Netball	17:00 - 18:00	Starting in March 2018
Thursday	Running	12:05 - 12:45	City Campus, Side Entrance
Thursday	Basketball	17:00 - 18:30	City Campus, Games Hall, Floor 3

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The Students' Association provides the opportunity for students to participate in sport throughout the academic year. This comes mainly in the form of our evening sports classes led by our paid student coaches. In addition, we have collaborated with sports staff within the College to support the programme of competitive sports and pilot new classes.

This year for the first time we have been able to offer students the opportunity to take part in Yoga and Futsal at College and to try out the inclusive sport of Boccia.

Ananda Bruce, who is studying HND Legal Services, told us what a sports membership has done for her.

"I have enjoyed attending the sports clubs. It's a good way to get to know other people who aren't doing the same course as you and you meet a wide range of abilities and talents which adds to the fun. It has helped with my overall fitness and wellbeing as you can use it as a way to relax from college work. It also means I get to meet new people who I may not have met otherwise."

The following table summarises the sports that have taken place within the College this year and the total number of students who have taken part in each club.

Sport	Sessions	Number of Students
Football (male)	23	53
Football (female)	23	18
Basketball (Inclusive session)	23	34
Basketball (Team Session)	18	19
Basketball (Individual Session)	6	13
Badminton	24	71
Running	19	6
Yoga	9	24
Netball	13	66
Futsal	12	11

A major success in 2018 was the Men's Football Team winning their BUCS (British University and Colleges Sport) League for the very first time since their formation in 2013 and gaining promotion. Team City wrapped up the league title in superb fashion by beating Glasgow Caledonian University 5-0.



Member of the football club and ESOL student **Hamza Karaghen** said

"I have been participating in the football club of the City of Glasgow College for two years now and I really enjoy it. For people like me who are in the college to learn English it helps us a lot because we get the opportunity to speak English plus you can make new friends."

Societies

SOCIETIES



Day	What's on	Time	Location
Monday	Gaming Society	16:00 - 18:00	City Campus, SA Space, Floor 2
Tuesday	Debate Club	16:15 - 17:45	City Campus, Floor 2, Room 105
Wednesday	Warhammer Society	16:00 - 18:00	City Campus, Floor 2, Room 105
Thursday	Drama Society	16:00 - 17:00	City Campus, Floor 2, Room 105
Thursday	Christian Society	12:00 - 13:00	City Campus, Floor 2, Room 105
Thursday	Jamming Society	16:00 - 17:00	City Campus, SA Space, Floor 2
Friday	Musicians' Institute	15:00 - 16:00	City Campus, SA Space, Floor 2

 cogcsa
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 @city_sa
 www.citysa.co.uk
 0141 375 5322

The Students' Association enables extra-curricular activities on campus through supporting the formation and organization of student-led societies. In 2017-18, there are more active student societies than ever before within the College.



Kieran Wilkes, NPA Bakery student tells us that

"it has been a great experience participating in societies as it has brought me out of my comfort zone to take part in social activities. It has helped me make new friends and learn new skills. The societies are great fun and good for anyone to just chill out and be around good people."

The following table summarises which societies have been active this year and how many members each has.

Club	Sessions	Number of Students
Gaming	15	19
LGBTQ+	5	22
Debate Club	14	27
Music listen and review	2	6
Drama	5	10
Jamming	2	4
Warhammer	2	8
Musicians' Institute	3	5
Christian Society	3	4



Rachel Gilchrist, got involved in the Students' Association by setting up our very first debating society, alongside one of her classmates from HNC Legal Services. She then took on the role of Convener and kept the society running all year, attracting new members. Building on this involvement in the Students' Association, Rachel ran for, and was elected to, the position of VP Social and Activities 2018/19.

Callum Keith and Andrew Tapner, who joined the Drama Society, said
"We have definitely enjoyed the society. It has improved our confidence a huge amount and it's improved our communication too. It's been great fun and we enjoy attending the society"

Events

Comedy Event

To celebrate International Women's Day, during Gender Equality Month, City SA held a lunchtime comedy hour to raise money for Glasgow Women's Aid. We invited along three fantastic female comedians, Susan Riddell, Rachel Jackson and Sarah-Jane Judge and sold tickets to both staff and students. The event was supported by students from the NC Events course. There were 60 people in attendance, raising an amazing £132 to help women and children in the Glasgow area who have been affected by domestic violence. Feedback from the event was very positive from both the comedians and the audience.



No Smoking Day



On 8th of March, we held a No Smoking Day event where students were given an opportunity to exchange one cigarette for free hot chocolate and a cake, as well as being asked to fill out a survey on their smoking behaviors. The event was in line with Healthy Body Healthy Mind and ASH Scotland principles, to run an incentive for students on No Smoking Day. The informal engagement opportunity

generated discussion and students felt they were able to be open about their smoking habits as they were being engaged constructively. Students enjoyed taking part and asked for further information on support for how to quit smoking. The survey was completed by 70 students who were also given information which increased their understanding of their triggers and how to get NHS and College support on quitting.



Fairtrade Football

We celebrated Fairtrade Fortnight by hosting a College-wide 5-a-side football tournament at the Townhead Power League. We invited staff and students to recruit their own teams of 5 and pay £2 to take part, which would be donated to Fairtrade. The event raised awareness of Fairtrade to over 150 students and staff; it also promoted the profile of the Students' Association, helping students to feel part of the wider College community, engaging them in extra-curricular activity. We invited the Glasgow Science Centre along for students not

playing football to engage in fun experiments and learn about how exercising affects their bodies. The event was clearly a huge success, with 100% of all those who took part saying they enjoyed the event and 100% of students would like more events like these in the future.



Be Inspired

Be Inspired is an annual reward and recognition event for Class Reps. This event is designed to say thank you to our reps for the work they have done, and to get them motivated to



continue with this work into the new year. The main purpose is to inspire our students, and encourage them to become more involved with the Students' Association and the College in general. The speakers were specifically chosen as they had overcome their own challenges, embraced innovation to create something new, or were highly regarded in their field of work.

This year we welcomed; Tracey Howe, Professor of Rehabilitation Sciences at Glasgow Caledonian University, Alice Thompson, co-founder of Social Bite, Mike Stevenson founder of Thinktastic, Drew McAdam, mind reader and Dr. Jane Bentley, providing entertainment and teamwork with her 'Boom Whackers'. Feedback was gathered during the event using paper forms and then followed by an online survey. All students either agreed or strongly agreed that the speakers helped to inspire and motivate them to represent their peers for the rest of the year. All students either agreed or strongly agreed that Be Inspired 2018 was engaging.



Campaigns

Budget for Better

In 2017, NUS Scotland launched their 'Budget for Better' campaign; we supported NUS Scotland in asking the Scottish Government to invest in better support for Scotland's



students. We helped call for a revised budget to support increased bursaries for the poorest students, a better deal for graduates when paying back loans and increased mental health support in both colleges and universities. These issues are strongly felt by our students, with 200 of them signing our petition within the space of an hour over lunch, when Student President,

Megan Cartwright, Vice President Learning and Teaching, Jack McAllister, and NUS Scotland President, Luke Humberstone went out talking with our students.

12 Days of Giving

Working closely with our Supported Learning students, we raised awareness and generated support for Glasgow's homeless over the festive period. We invited both staff and students to donate a range of different items each day, from 'a meal in a tin' or 'a gift for a girl', with theme of the 12 Days of Christmas. This was really successful and we managed to send lots of helpful items for Christmas and the winter period in general to Glasgow City Mission's Family Centre in December.



Charity and Fundraising

City SA has awarded students over £860 to raise money for their chosen charities by helping fund their different events and fundraisers. The charities helped have ranged from Glasgow Children's Hospital to Enable Scotland and many more worthy causes. City SA has also donated £400 to support one of our students, Christopher Murphy, compete in the 2019 Special Olympics in Abu Dhabi. Our chosen charity this year was GAMH (Glasgow Association for Mental Health) and we have raised over £100 so far this year through coffee mornings and having donation boxes available at our events.



International Engagement

Celtic Game, October 14th 2017

As we have done in years previous, we invited our new international students along to watch a game of football at the famous Paradise, home to Glasgow Celtic, against Dundee - which the home side won 1-0. The students loved the atmosphere and made the most of the cold day by buying shirts and scarves and of course, a pie at half time!



Braehead Clan Hockey Game, November 12th 2017



In November, we took some of our international students to a game of Ice Hockey at the Braehead Arena. They really enjoyed the atmosphere and most had never seen a game of ice hockey before, so this was a new experience and they are all keen to go back to another.

Winter Warm Up, December 13th 2017

133 students joined us at Riverside Campus for an exam cool down and festive warm up before the December holidays. New and existing students were able to meet to enjoy some non-alcoholic mulled wine, grab some food and take pictures in the photo booth to send home to their families. 33 students sent a festive card home and one student was excited to win a Christmas jumper in the raffle!

Edinburgh Trip, December 15th 2017

Our annual Edinburgh trip was well attended, with 37 students attending on a sunny December day. We visited Edinburgh Castle, the Scottish Parliament and enjoyed food in the Christmas market before heading back to Glasgow. Our step count that day was impressive - our group walked over 10,000 steps between venues!

Spring Fling, March 9th 2018

To welcome new students and to celebrate the snow finally melting, 53 students attended our lunchtime Spring Fling on the 9th of March. Students were treated to soup, sandwiches and were able to get a caricature done as a souvenir of the day! Students enjoyed meeting the SA

team at this event and learning about some of the activities they can take part in during their time at College - as well as coming up with some great new ideas for sports clubs!

Whitelee Wind Farm, March 25th 2018

15 students joined the team to walk around Whitelee Wind Farm in the morning. After our walk we enjoyed a true Scottish experience - eating a bag of chips in the rain - before travelling to Culzean Castle in the afternoon. We were luckier with the weather when we hit the beach...it was almost warm!



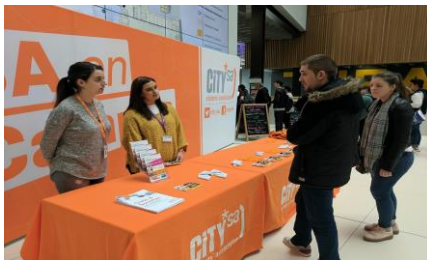
Communications and Marketing

In addition to our engagement with students through our MyCity Class Rep module and our online ideas platform My Voice, we continue to engage through social media, our bi-monthly Presidential Updates (sent to students and staff) and out on campus.

Social Media

This year we have continued to build our social media presence with the number of Facebook Likes of our Page rising from 2,471 to 2,859 and our Twitter Followers rising from 739 to 1,109. This makes us the most liked and most followed college students' association in Scotland. In addition to this, we have started an account on Instagram, as this is another popular platform for our students and we will be aiming to increase our presence here in the year ahead.

SA on Campus



The Executive Committee has continued their 'SA on Campus' events this year. The events are an effective way for the Students' Association team to gather student opinion and provide students with information.

Every month, the team is out in force with their orange hoodies and SA freebies to draw students' attention to important events, this has included encouraging them to vote or run in elections or to post ideas when a new My Voice topic is live online.

Website

The Students' Association Team has been working hard across the year to implement a new website to update the now outdated citysa.co.uk. The new website will retain the same URL to tie in to all existing branding and publicity but will move to a new website provider who can supply bespoke services suitable for students' associations.

Features incorporated in the new website design will include hosting online elections, the ability to sell tickets and merchandise and integration with our social media platforms. Importantly, the new website design will be fully compliant with all legislation and guidelines around accessibility offering an improved experience for all users.

The new website design will be implemented over the summer but a preview of what it will look like is included below.



SUSTAINABLE RESOURCES

Executive Committee Training

Training	Participants	Description
NUS Student Unions	Presidential Team	Events showcasing best practice in Students' Associations nationally through participative workshops
Presidential Team Induction	Presidential Team	Team building and meeting key staff members, operational planning for the year ahead and building individual remits
NUS Lead and Change	Presidential Team	Two day training event for new and existing student officers from colleges across Scotland, learning how to make the most of your role
Board Induction	Student President Vice President Learning and Teaching	Board member training specifically tailored for student board members. How to understand your role on the board and the responsibilities it brings.
Executive Committee Induction	Executive Committee	One day training and team building for Presidential Team and volunteer Exec Officers. Meet relevant staff and plan their work for the year ahead according to individual remit
sparqs That's Quality	Student President Vice President Learning and Teaching	One day event explaining quality processes, including HGIOC, in Scotland's colleges and the role students' associations play.
Ongoing Executive Committee Training	Executive Committee Faculty Reps	One hour lunchtime workshops for personal development such as resilience or campaign skills training

In order to support our student officers to effectively undertake their roles, the Students' Association is committed to providing them with a comprehensive and ongoing programme of training and development as outlined in the table.

In addition, all members of the Executive Committee are assigned a staff mentor who meets with them regularly to help them to review their own progress and plan effectively. These meetings are also used to identify any additional training or support

Finance

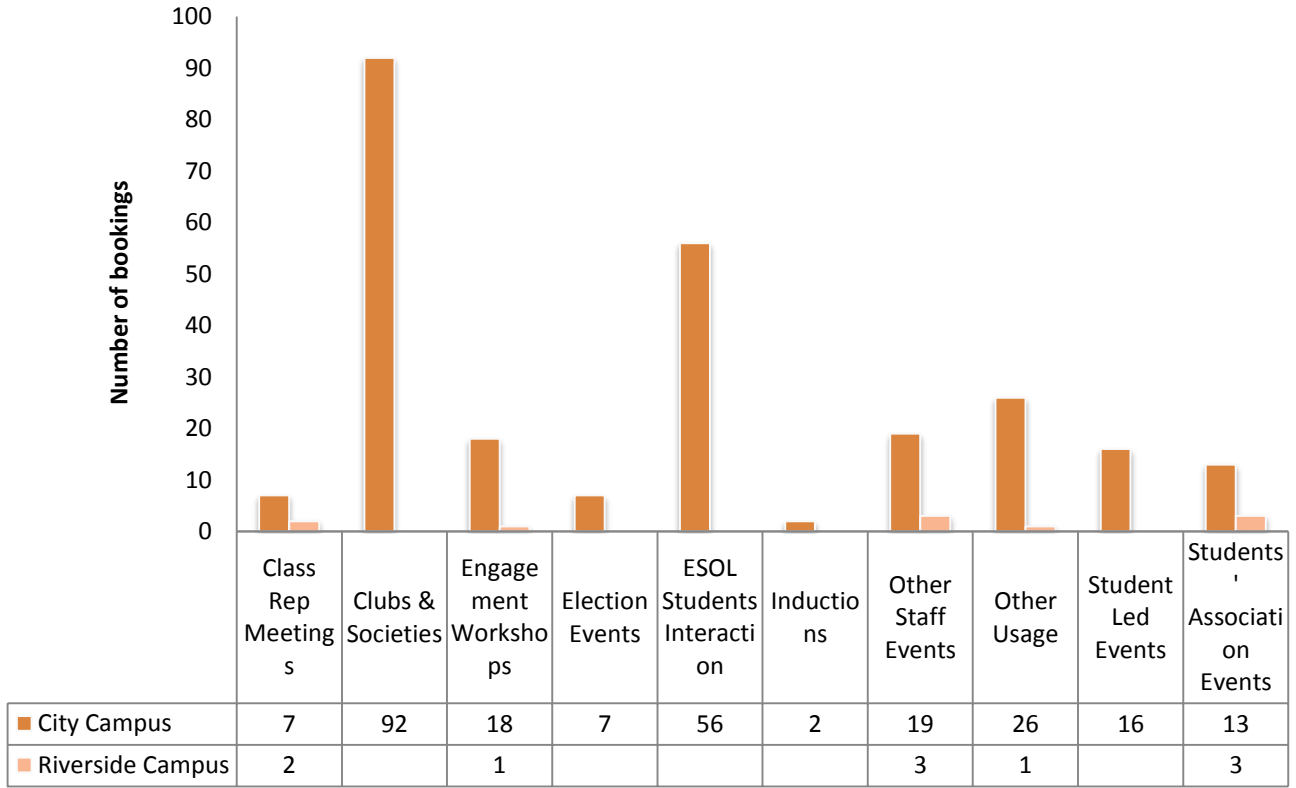
Funding	Description	2017-18 AY Budget
Property and Service Charges	Riverside Campus Let £225 @260 days pa	£58,500
	City Campus Let £450 @260 days pa	£117,000
Staffing	SA Staff	£144,835
	Student Engagement Staff Support @ 75%	£181,291
	Sports Coaches	£3,281
	Associate Trainers	£2,625
College Grant	College Grant (Revenue Budget)	£34,000
Total		£541,532

Income Source	Description	Income
Freshers	Freshers' Stall spaces	£3,325
NUS	NUS Extra Cards Sales	£1275.29
sparqs	Reimbursement from Associate Trainers training	£630
Total		£5,230.29

Description	Actual Spend @ 30/4/18	Budget	Variance
Support Staff - Staff Dev Courses/Conferences	£4,420.00	£6,000	-£1,580
Support Staff - Staff Dev Travel	£1,417.75	£2,500	-£1,082
Support Staff Subsistence	£415.41	£200	£215
Support Staff Fares	£53.40	£100	-£47
Hire of facilities	£309.00	£1,200	-£891
Equipment/Materials (Purchase)	£559.92	£1,000	-£440
Office Stationary & Materials	£190.69	£700	-£509
Printing & Stationary	£1,701.00	£1,900	-£199
Other Equipment & Material Costs	£1,919.98	£3,000	-£1,080
Transport - Hire Charges	£1,385.00	£2,000	-£615
Membership Fees & Subscriptions	£2,941.81	£4,500	-£1,558
Events and Activities	£2,477.24	£3,600	-£1,123
Prizes	£207.62	£200	£8
Internal Hospitality	£221.65	£700	-£478
Student Association	£3,381.87	£6,400	-£3,018
Total	£21,602.34	£34,000.00	-£12,397.66

Students' Association Facilities

SA Space Usage



VALUE AND IMPACT

Student Partnership Agreement



This year saw the introduction of City of Glasgow College's first ever Student Partnership Agreement (SPA). This document sets out how the College and Students' Association work together to make sure student engagement is embedded throughout our College and that student opinion is taken seriously and acted upon. It was jointly signed in October 2017 by College Principal, Paul Little, and Student

President, Megan Cartwright.

The SPA also establishes how we will develop partnership working between staff and students. Using the My Voice platform, topics are posted linked to the aims of the Student Experience Strategy. All students are invited to post their ideas on how to improve their student experience in relation to this aim.

These ideas are discussed by the Students' Association and members of the College's Senior Management Team and in partnership, actions are agreed to put in place solutions or form working groups to address any issues raised.

Working within the Student Partnership Agreement this year has led to many productive discussions that have identified areas of potential improvement including allocation of classroom spaces, access to teaching staff outside of class time and the introduction of student-led teaching awards. There are also outcomes already in place - the College's library opening hours have been extended as a direct result of the SPA.

Students' Association Summit

In June 2017, City SA had their annual handover event, where the outgoing Presidential Team and Exec officially passed their titles over to the incoming Presidential Team for 2017/18. The event was also an awards evening for students who deserved special recognition for things they had done throughout the year, be this volunteering or excelling in sport. Students were invited to come along with their friends and families and enjoy the evening, which was a great success.



Speeches were made and it proved to be an emotional night for everyone as we began our goodbyes to the team that had worked so hard and built great relationships with over academic year 2016/17. This year, we are holding our Summit event earlier on May 24th, to ensure better student engagement and we plan to have it on a bigger scale than last year, with music and entertainment.



External Projects

Gender Action Plan Pilot Project

The Scottish Funding Council's Gender Action Plan (GAP) states that by 2030 no subject at college or university should have an extreme gender imbalance of 75:25 and sets a target to reduce the gap between male and female participation in undergraduate study to 5%. City of Glasgow College was selected to be part of a pilot project delivered by NUS Scotland and sparqs to develop student engagement in Gender Action Plans (GAPs). All the learning from which will be shared across the sector. We will take forward what is learned from the project to work with Equality, Diversity and Inclusion staff to ensure City of Glasgow College involves the relevant students and allow them to inform every stage when further developing their Gender Action Plan.

College Oversight and Direction Group & College Advisory Group

Student President, Megan Cartwright, and Students' Association Liaison Officer, Kevin Ward, were invited to join both the sparqs College Advisory Group (CAG), aimed at gaining a strong student perspective on the work and direction of sparqs, and the Oversight and Direction

Group for college SA development (ODG), which oversees the work of the NUS Scotland project on developing strong and effective college students' associations. These meetings have been an opportunity to ensure that the perspective of City of Glasgow College and its Students' Association are heard within the sector as the debate around the development of college students' associations moves forward.

Gender Based Violence Workshop

The NUS Women's Campaign ran a campaign this year to try and tackle violence against women on our campuses across the country. City SA were selected to attend two Gender Based Violence workshops where we would be educated on what this means and how we can take action within our Students' Association to help support our students who may be affected by abusive relationships and raise awareness of support services available.

Student Engagement Audit

As part of the Internal Audit programme at the College for 2017/18, a review was carried out of the framework of student engagement structures and activities within the College, including the work of the Students' Association.

For the Students' Association this involved a thorough review of our operations and processes, how we plan, report and record our activity and how we measure against established sector benchmarks including the sparqs' Student Engagement Framework and the sector agreed Framework for the Development of Strong and Effective College Students' Associations,

The draft report on the audit is now complete and the overall grading of the report is Good - system meets control objectives, and there no audit issues or recommendations arising from the review.

Strategic Plan

From all of the work done by this year's Executive Committee it is clear, despite the many achievements of CitySA, that if we want to deliver more for our members then both capacity building and strategic planning are necessary to enhance the service that we deliver.

To this end, the Executive Committee has agreed to develop a four year Strategic Plan for the Students' Association which will commence in 2018/19.

ACKNOWLEDGEMENTS

City SA have had a record-breaking year, seeing our highest engagement with students yet and this has only been possible with the support and belief of staff from across the College who see the value in what we do and provide us with what we need to continue year on year.

The Students' Association would like to say our heartfelt thank you to the staff team who are the backbone of all we do; Kevin Ward, Janice Kennedy and Sue Wong. The effort and passion they all put in every day to keep the Students' Association running effectively is wholeheartedly appreciated. We'd also like to thank Sports Co-ordinator, Andrew Kirk, who we think of as an honorary member of the team.

A massive thank you must also go to our Student Engagement Team and Student Engagement Manager, Sandra Cook, for mentoring, assisting and guiding the Student Executive. The team all individually brings something to the table and our team really benefits from working in partnership with them all.

A huge thank you goes to Joanna Campbell, Gillian Plunkett, Douglas Dickson and Paul Clark for forming the first ever City Partnership Forum. The first year of our unique Student Partnership Agreement has been a success and this is mainly down to your enthusiasm and commitment to the success of the project. We are very lucky to have you involved.

Sincere appreciation must go to our Principal, Paul Little for his ongoing interest and investment in the Students' Association and belief in the value that a strong and effective Students' Association brings to the College. A special thanks must also go to the Board of Management for their continued support and advice given throughout the year, each member genuinely interested in the student voice.

Lastly, thank you to all the unnamed students who have been a part of the Students' Association in any capacity this year. You are how and why we work and our purpose will never change - putting students at the heart of all we do.