

Wednesday 8th December 2010
Student Parliament

Attendance

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| Joyce Clarke | Diane Bailey |
| Craig Balmer | Sally Senior |
| Keith Hardy | Michael Batty |
| Adam Davis | Simon England |
| Britney Kelly | |
| Sally- Anne Fordham | |
| Hatim Omel | |

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| Communication | | | | |
| <ul style="list-style-type: none"> - Simon England (Doncaster College's webmaster) attended the meeting to discuss the communication between staff and students i.e. website - Simon would be redesigning the webpage in March 2011, which would also include Student Union - General feedback on the website would be referred to Simon, departmental feedback would be referred to Heads of Department - The use of Facebook throughout the college closure due to severe weather conditions was used by a high volume of students and staff. A report on this would be produced - <i>Action:</i> Simon would attend Academy Student Council meetings and would arrange with Mike Batty. <p>Email: simon.England@don.ac.uk</p> | | | | |
| The Hub Shop | | | | |
| <ul style="list-style-type: none"> - The Hub Shop would be ran by the Life Skills students and sell healthy food - <i>Action:</i> Students would be asked to complete a questionnaire on the website for suggestions and ideas for the shop. Paper copies would be available if required. | | | | |
| Equality and Diversity | | | | |
| <ul style="list-style-type: none"> - Sally Senior (Head of Inclusion) provided a presentation and update to students on the new Equality and Diversity legislation on the Equality Act 2010 including a short video clip - Students completed an activity on the understanding of the new legislation. | | | | |
| Issues Raised | Suggested actions planned/ SMART TARGET | By whom | Target Date | |
| Commercial Enterprise | | | | |

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| <p>The tables in the refectory are not very clean and the food can sometimes be cold.</p> | <p>This would be referred to the Catering Manager to monitor the food. Students are advised to collect pots onto trays for the staff to collect.</p> | <p>Catering Manager, Nigel Fox</p> | <p>Ongoing</p> | <p><i>1. My staff do have difficulty cleaning all the tables during a busy lunch as they spend most of the time clearing the tables of rubbish and plates. All tables are sanitised on a regular basis and after each meal.</i></p> <p><i>2. The food is monitored for temperature on the hot plate and is maintained at above 65C but I will implement more checks.</i> N Fox</p> |
| <p>Creative Industries</p> | | | | |
| <p>Students enquired to see if the possibility of reduced rate permits for the ACOPA car park would available for students.</p> | <p>This would be referred to the Estates Director for the possibility in expanding the amount of spaces delegated to the College.</p> | <p>Director of Estates, Helen Lightburn</p> | <p>When possible</p> | <p><i>To do this the college would have to put the funds upfront and then claim back from the students. Unfortunately the college is not in a position to do this.</i> H Lightburn</p> |
| <p>Students enquired to see if the triangular shaped area at the bottom of East Block could be converted into a</p> | <p>This enquiry would be referred to the Academy Director and Director of Estates for discussion</p> | <p>Director of Estates, Helen Lightburn and Academy Director, Ian Latham</p> | <p>For the next Academic year</p> | <p><i>I'm assuming that this is the roof space in the quad. If so it is not suitable for this purpose.</i> H Lightburn</p> |

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| gardening area. | | | | |
| A disabled student within the Academy has only got access to 1 lift. | The student would need to speak to the tutor to request permission for this. The tutor would then arrange this with Estates. | Student and Tutor | As soon as possible | <i>The student would be required to take action and contact the tutor.</i> |
| Students had been concerned over the paths in the ice and snow conditions as it had been dangerous with no grit. | The Assistant Principal Learner Support and Inclusion would discuss with the Director of Estates. | Assistant Principal Learner Support and Inclusion, Diane Bailey | For future severe cold weather conditions | <i>Paths are monitored by DMBC. Grit would be ordered accordingly.</i> |
| Life Skills | | | | |
| The snow on the paths between north and south block is causing a health and safety issue for students getting out of taxis. | SLDD Pastoral Support Worker would discuss this with Estates. | SLDD Pastoral Support Worker, Sharon Moore and Estates | As soon as possible | <i>Completed. Sharon Moore had discussed this with Estates to have the bollards put down so taxis are able to drive closer to the College.</i> |
| The Life Skills students were told there would be a shop for them to sell products and goods made by students but it hadn't happened yet. | The Head of Inclusion would look into this. | Head of Inclusion, Sally senior | For the next meeting in March 2011 | <i>The Hub Shop is currently in the process of being produced and research had been conducted. .</i> |
| Health and Social Care | | | | |
| There was no water in the water dispensers in | This would be referred to the Catering Manager to look | Catering Manager, Nigel Fox | Ongoing | <i>The water dispenser in the food hall is mains fed</i> |

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| the refectory. | into. | | | <i>water? The estates dept look after these dispensers not catering. N Fox</i> |
| When students are walking to and from College at night they often feel unsafe. | This would be discussed with the Director of Estates to discuss security etc. | Director of Estates, Helen Lightburn | Ongoing | <i>We work with the police community support officers & town centre management to ensure student / staff safety in these areas. Students to avoid walking alone at night. H Lightburn</i> |
| Students are unable to connect to the Colleges WIFI on their laptops. | This would be referred to the Director of CITS to look into and students were advised to refer to the guide on the internet. | Director of CITS, Graeme Tizard | For the next meeting in March 2011 | <i>There have been no recorded outages of the wireless network, and any students that have asked for help at the LRC or our office have been successfully connected. If students are having problems with wireless, please report them to the LRC or the CITS office. G Tizard</i> |
| The LRC staff had not been very helpful when students are unable to log onto computers. | This would be referred to the Manager of Learning Resource Centres to look into. | Manager of Learning Resource Centres, Lorraine Maddock | Ongoing | <i>Supporting students to log onto computers is a primary task within the LRC and staff reset student passwords</i> |

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| | | | | <p>regularly. The whole focus of induction this year was logging onto the network and feedback received was excellent. Difficulties can arise when student data is incorrectly input into EBS – in this instance the issue is referred to CITs for diagnosis or Academy Administration and LRC staff are unable to assist further.</p> <p>Many students are having difficulty with logging on to the new Konica MFPs; this is a safecom software issue and each problem is logged as a CITs job as it arises.</p> <p>If the original comment does refer to specific staff incidents then I would be pleased to investigate if further details are provided.</p> <p>L Maddock</p> |
| Student Petition- Common Room | | | | |
| | - A petition from students had been brought the meeting in regards to extending the Common Room opening times | | | |

- As a result of this the decision was made not to extend the opening times as there was not enough staff available to be able to monitor these hours.

Date and time of next meeting

The next meeting will be held on Wednesday 16th March 2011 at 12pm in the Boardroom at the Hub.