

EDINBURGH NAPIER STUDENTS' ASSOCIATION
Board of Directors
Minutes of 26 February 2025
B32 Merchiston Campus

Directors in Attendance: Lang Banks (Chair), Ailsa Crum, Ryan Cairns (RC), Evans Eghan (EE), Chika Marvis (CM), Antonio Garcia (AG), Isobel Hall (IH), Erin Slater (ES), Anastasia Asenguah (AA), Deepa Bheeman (DB)

Apologies: Aswin V Podimon (AVP), Debs Chapman (DC)

In attendance: Tony Foster (TF) ENSA CEO

Taking the minute: Susan Finn (SF)

Standing Items	Actions
<p>Welcome and Apologies</p> <p>The new Chair, Lang Banks, welcomed everyone to the meeting and introduced himself to the Board.</p> <p>Apologies were received from AVP and DC.</p>	
<p>Minutes for Approval</p> <p>The minutes of the last meeting in November were introduced. As there were no amendments proposed, the minutes were approved.</p>	
<p>Declarations of Interest</p> <p>There were no declarations of interest.</p>	
<p>Action Log</p> <p>The two ongoing actions were discussed, all other actions from the last meeting have been completed.</p> <ul style="list-style-type: none"> ➤ Board Recruitment – start the recruitment process for a replacement Director, check skill set required e.g students' association background. ➤ Set up Finance & Risk Committee dates – a series of meetings to be put in place and committee membership confirmed (Erin Slater to be invited to future meetings). Ideally 2 weeks between FRC and Board meetings. <p>AC suggested seeking someone with financial expertise.</p> <p>Action: AC/TF to agree FRC meeting dates and confirm membership.</p> <p>Action: Directors to share any thoughts on skill set requirements with TF.</p>	<p>AC/TF</p> <p>ALL</p>

Action: TF to start the recruitment process for a replacement Board member.	TF
<p>Presentation from Elected Officers</p> <p>Sabbatical Officer's gave an update on what they have been working on since the last Board meeting.</p> <p>President Societies and Community</p> <ul style="list-style-type: none"> ➤ <i>Napier Student Film Festival</i> Plans are being discussed for this year's film festival to be held in November. ➤ <i>Residence Week Experience</i> EE carried out a President Tour of the various student accommodation blocks to get a better understanding of what students are experiencing, what challenges they are facing and what department/teams can help resolve issues. A resident's party is planned for the 21st March. ➤ <i>Edinburgh Council Housing Policy</i> Working with other Sabbs on the new Student Housing Policy Strategy and spoken with MSP's about how critical the situation is for students. The next Local Housing Strategy meeting is on the 10th March. ➤ <i>International Students Festival 26 Feb</i> Held at Craiglockhart campus to celebrate the international student community with over 200 students taking part and enjoying music from different countries. ➤ <i>International Student Support Scheme</i> Researching what financial support is available for international students. An email will be sent to around 17 private organisations and foundations that have been shortlisted as fitting with the initiative. The Indian consul is visiting the Indian community on the 26th March at the Riady lecture theatre at Craiglockhart campus 2-4pm. ➤ <i>Financial Support for Mature Students</i> Met with the Finance team to discuss what support is available for mature students, especially in midwifery and nursing. Also checking what support other universities offer in this area. ➤ <i>Society of the week and the Societies Volunteers Committee</i> Running well and supporting engagement. ➤ <i>Trophy Moment</i> EE was interviewed by Study UK department of the British Council to share his experience as a student and ENSA President. 	

TF said Nazira (VP for Learning and Teaching) has asked for an update on the issue of landlord's request for UK-based guarantors for international students so this can be raised with the university SLT.

EE said Edinburgh university and Heriot Watt were serving as guarantors for international students and he is currently working with university to ask if they would also consider serving as a "UK-based" guarantor for international students.

AA asked if non-film students could also get involved with the film festival.

EE confirmed the festival is not only for film students and other departments can get involved as the Wellbeing team did with their masterclass.

ES asked if there was still an issue for students finding accommodation.

TF advised there are 50 bedroom vacancies in student accommodation blocks this year.

AG noticed that accommodation was still one of the most important issues raised in the recent student survey.

The Chair asked about the background of the resident's tour and acknowledged it was a great initiative.

Co-President Education & Employability

- *Napier Project Management Challenge* The 8-week skill development and employability programme engaged students in sustainability-focused project management tasks. An awards ceremony was held on the 31st January and was attended by the university SLT, Deans of Schools and Programme Leaders. The project led to employment for two students.
- *QAA ENU* has partnered with five universities and have proposed a project in transforming assessment policy and practices in Scotland. This involves moving away from the traditional way of assessments and making them more suitable and accessible in supporting diverse student learners.
- *QAA University Sponsored Project (ENU)* Focussing on inclusivity projects for staff/student development.
- *Academic School Reps* Working with DLTE to help bridge the gap between ENSA sabs and Programme Reps and promote the sense of belonging.

<p>➤ <i>ENSA Support Stalls</i> Held twice a week at each campus, staffed by Sabbs and ENSA staff to interact with students and promote ENSA services, activities and projects.</p> <p>➤ <i>Sparqs</i> New key contact. Currently working on quality education enhancement.</p> <p>➤ <i>ENSA Student Development</i> Creating more academic communities and Societies.</p> <p>➤ <i>Visa/Tuition Fees</i> Meeting with the ENSA Advice team to discuss the student withdraw process to try and ensure students are treated fairly and equally. A visit Edinburgh University to compare processes.</p> <p>Action: AC offered to send CM links to a project sponsored by QAA where students are offered a choice on the way they are assessed.</p> <p>Co-President Sport and Wellbeing</p> <p>➤ <i>Student Activities Development Fund</i> £2500 to help with coaching, recruiting new members, equipment and new opportunities.</p> <p>➤ <i>Increased Sports Participation</i> There has been a rise in sports club membership to 1200. Students have raised over £100k to help run their clubs</p> <p>➤ <i>Feel Fab Feb Campaign</i> Collaborating with the university Wellbeing team to promote student wellbeing at a wellbeing day at Craiglockhart with stalls, puppy yoga and therapets.</p> <p>➤ <i>ENU Sports Committee</i> The committee's Terms of Reference have been approved and the first draft of the Sports Strategy completed. The committee looks at how sport connects with students' mental wellbeing, recruitment, retention, academic success and employability skills.</p> <p>➤ <i>S&S Awards Ball</i> 4th April at the EICC – 250 tickets sold to date.</p> <p>➤ <i>Varsity</i> 11 teams competing against QMU at Meggetland and Engage on 26th March.</p> <p>➤ <i>Ideas to Take Forward</i> Sports Working Group, new Sports Strategy, SSS Cost of Living, Future Survey</p> <p>AG acknowledged this was an impressive second term and thought it was a new positive chapter.</p> <p>AC agreed the benefits from getting involved with sports were fantastic.</p> <p>AA asked how the ENU Sports Committee worked – RC explained academic staff and ENSA work on how to utilise sport and what the benefits are for students. There are also sports club committees for running each club.</p>	<p>AC</p>
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<p>TF has regular PDP meetings set up with the Sabbs and Daniel (Head of Representation) to discuss ongoing PDP, progress on objectives and any help or training needed.</p>	
<p>ENSA CEO Report TF highlighted a few things from the report.</p> <p><i>Student Elections</i> Applications for the Student Elections 2025 have now closed and 11 students are in the running for the 3 Student Co-President posts. EE and CM are running for a second term.</p> <p>TF invited the Board to the Student Elections Announcement Event on Friday 14th March from 6:00 to 7:00 PM in The Glassroom on Merchiston Campus.</p> <p><i>ENSA Budget Discussion</i> TF went through the paper.</p> <p>TF is meeting with Nazira Karodia (VP of Learning & Teaching) and Sue Rigby (Principal and Vice Chancellor) on the 18th March to discuss the budget being proposed followed by a meeting with Andy McGoff (Director of Finance).</p> <p><i>Student Interns</i> The suggested list of 19 student jobs would ease pressure on staff trying to deliver a lot with restricted resources.</p> <p>AC asked what budget TF would be proposing. TF hopes to propose the full ask due to the facts that there is no room for development in clubs and societies and ENSA is losing £16k from the Three Sisters deal.</p> <p>AC suggested emphasizing the very positive contribution ENSA makes for students, a lot of who are struggling financially.</p>	
<p>Community Participation Survey results and Strategic Plan Update <i>Survey Results</i></p> <p>Results have been circulated to university staff, members of Court and also shared by the interim Chair of Court.</p> <p><i>Strategic Plan</i></p> <p>It was agreed ENSA staff would be invited to join the next Board meeting to discuss the strategic plan briefs they have been working on in their teams.</p> <p>Action: TF to invite staff to the next Board meeting.</p>	<p>TF</p>
<p>HR Document</p>	

<p>ENSA pays an external company £5k a year but has not used their services in 6/7 years.</p> <p>TF wanted to bring the HR committee to SLT and asked the external company for guidance which helped create a robust HR staff handbook.</p>	
<p>Finance & Risk Meeting</p> <p>The Committee reviewed the versions of the draft Annual Accounts shown at the meeting on the 18th February and agreed for them to be passed to the Board for approval.</p> <p>There are still some questions from the auditors outstanding and TF will check this with Helen.</p> <p>The Board approved the Annual Accounts.</p> <p>Action: TF to ask Helen to contact AC so the adjustments can be signed off.</p>	TF
<p>Finance Reports for noting.</p> <p>Any questions contact Helen h.woodward@napier.ac.uk</p>	
<p>AOCB</p> <p><i>AGM</i></p> <p>TF suggested running an AGM with a Student Council or Forum so there are more people in attendance.</p> <p>AC noted there are two AGM's – one for ENSA Board and one for ENSA as an association to allow members to approve the accounts.</p> <p>Action: TF to check the constitution to confirm if two AGM's are required.</p> <p><i>Staff Survey</i></p> <p>RC asked if the staff survey would be circulated this year.</p> <p>TF said he is happy to send this out in April.</p> <p>Action: TF to look at dates for sending out the staff survey.</p>	TF

Next meeting April - date tbc