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**BOARD MEETING**

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Date of Meeting	29 March 2017
Paper Title	GCCSA Structure
Agenda Item	17.13
Responsible Officer	David Marshall, Assistant Principal Student Experience
Status	Disclosable
Action	Approval

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**1 REPORT PURPOSE**

- 1.1 The purpose of this report is to bring members of the Board of Management a proposal for funding the Glasgow Clyde College Student Association going forward and the structure required to sustain meaningful activity and enhancement.

**2 RECOMMENDATIONS**

The Board of Management approves ongoing funding for Glasgow Clyde College Student Association to provide continuity and stability for their staffing and sabbatical officer structure.

**3 BACKGROUND**

- 3.1 After a challenging session in 2015/16, GCCSA has been able to significantly increase its profile and student engagement. The primary focus has been with members but the association has been able to take forward a prominent role locally, regionally and nationally. Despite the impact GCCSA has had this session, more needs to be achieved to ensure we meet continue to meet all five key themes of the Framework for the Development of Strong and Effective College Students' Associations in Scotland and achieve more for our students.

Between merger in 2013 and session 2015/16, the funding awarded to GCCSA from the Scottish Funding Council (SFC) was utilised by GCCSA to build upon the good work of the outgoing officers by developing a robust GCCSA infrastructure and reporting framework. Session 2016/17 has been the first session in which Glasgow Clyde College has wholly funded the student association activity.

Feedback from SFC, SPARQs and NUS advocates the value of College staff providing the stability and continuity for a student association whilst the sabbatical officers are elected for 1 or a maximum of 2 years. This means that there is a high turnover of

student leadership within the association and it may have to start from the beginning every year, which detracts from its representative purpose. A sustainable structure ensures that all the work and resources put in to students' association development are not wasted, and that there is value for money, because the achievements of one or two years are not immediately lost with a change of leadership or staff. Sustainable students' associations are not continually 'reinventing the wheel' with structures and activities as they can be reviewed and improved year on year. The Framework for the Development of Strong and Effective College Students' Associations in Scotland specifically states that **dedicated staff are a key characteristic of a sustainable students' association**. The new 'How Good is Your College' framework will place increasing importance upon linking student engagement and quality and it is vital that GCCSA has a staffing structure that will promote engagement with quality improvement within the College.

The primary role of Sabbatical Officers is to represent students, to provide engagement with members and to promote the local, regional and national presence of GCCSA. The Student Association works towards a shared vision and a common understanding of what the key concepts and qualities of a Student Association are, and communicates with other Student Associations across the country to share best practice. This has involved a great deal of developmental work to ensure that robust reporting and recording mechanisms are in place and this work is carried out by the Development Officer. The primary issues that have been fed back through the sabbaticals and staff member is that there needs to be more security in the development post and that both sabbaticals and staff require the support of an additional administrative post to ensure that robust engagement can be sustained.

The Students' Association Development Officer supports progression planning and knowledge transfer, and develops partnership relationships with college staff. This role ensures that longer term strategic plans, projects and services can be progressed and carried out without a loss of continuity, in addition to providing a new officer teams with institutional expertise as well as support and guidance in developing the skills necessary to be an effective student representative at such a high level. It is proposed that this post would become a **permanent** appointment.

The Students' Association Engagement Administrator would maintain the association's structures and processes, and sustain and increase its levels of effectiveness regardless of changes in personnel and relationships due to elections and staff changes. The role alleviates the administrative and operational workload from the officer team, enabling them to concentrate on their representative and engagement roles to

their full ability. It is proposed that this post would become a **permanent** appointment.

It should be noted that although a staffing structure is essential to the success of the Student Association, and that there are basic requirements that GCCSA must meet, the overall aims and direction of GCCSA **must** be decided by its elected representatives, and the wider student body. The operational plan and activities should be led by the elected officials, as well as any campaigns, projects, fundraising and initiatives. It is essential that this remains so, with staffing support across the College, which can allow GCCSA to reach its full potential.

#### 4 PROPOSAL

##### Existing Structure Costing 2016/17

Post Title	FTE	Salary	On costs (25%)	Total
Student Association Development Officer (Fixed term)	1.0	£24,418	£6,105	£30,523
Campus Sabbaticals	1 x 1.0 3 x 0.5	£41,500	£10,375	£51,875
	<b>4.0</b>	<b>£65,918</b>	<b>£16,480</b>	<b>£82,398</b>
Supplies Budget				<b>£20,000</b>
<b>Total</b>				<b>£102,398</b>

##### Proposed Structure Costing

Post Title	FTE	Salary	On costs (25%)	Total
Student Association Development Officer	1.0	£25,168	£6,292	£31,460
Student Association Engagement Administrator (0.5 term-time)	0.38	£7,874 (+holiday pay £1000)	£2,219	£11,093 (incl holiday pay)
Campus Sabbaticals (1 x FT President 3 x PT Campus VP)	2.5	£41,750	£10,438	£52,188
		<b>£74,792</b>	<b>£18,698</b>	<b>£94,741</b>
Supplies Budget				£15,000
<b>Total</b>				<b>£109,741</b>

##### Priority Areas for Session 2017/18

GCCSA has identified key areas for prioritisation in line with the Framework for the Development of Strong and Effective College Students' Associations in Scotland that it would pursue in session 2017/18:

- Development of a 3 year strategic development plan
- Full engagement with 'How Good is Your College' framework
- Establishment of the GCCSA/GCC Partnership Agreement
- Formation of a Trustee Board for GCCSA
- Enhancement of LGBT Charter status
- Action on Access and Inclusion and Gender Action planning
- Mental Health capacity building for GCCSA members and officers
- Development of the Student Association website

## **5. RISK ANALYSIS**

The risk is that the development of the Student Association will be negatively impacted by a lack of continuity and stability.

## **6. LEGAL IMPLICATIONS**

The Post-16 Education (Scotland) Act 2013 has made it a requirement that colleges have in place "arrangements for the purpose of seeking to ensure that the interests of the body's students are represented by a students' association." This decision will improve the sustainability and performance of GCCSA.

## **7. FINANCIAL IMPLICATIONS**

The development of the staff structure ensures annual spend will remain within existing budgeted levels.

## **8. REGIONAL OUTCOME AGREEMENT IMPLICATIONS**

The decision will support attainment of all 4 outcomes of the ROA.

## **9. HAS AN EQUALITY IMPACT ASSESSMENT BEEN CARRIED OUT**

Yes