



# **DELEGATE GUIDE**

### Introduction from your Vice President (Higher Education)

Welcome to Liverpool for the 3<sup>rd</sup> annual Higher Education Zone Conference. We have been working hard to make sure that this conference delivers a challenging, inspiring and interactive few days.

In the aftermath of the White Paper, we have a great line up of speakers and presenters that are here to give you a range of different perspectives on current, and future state of higher education in Britain. Use these experts to help challenge and shape your ideas about what you think should be done in order to preserve, change or save the things that you value most.

Plans outlined in the White Paper have made the work that students' unions do even more essential - especially when it comes to widening participation. Students' unions have an opportunity to become leaders in student-led widening participation and increase their knowledge and lobbying power tenfold as a result. There is a lot of excellent work going on, and I look forward to hearing more about what you are doing to help protect one of our most important principles - that education should be accessible to all.

In addition, the White Paper has championed the role of the student as a consumer - something I personally disagree with. NUS is working hard to help students and students' unions dispel this myth and build true partnerships between students and institutions. We do this through our course rep systems, through having students on departmental reviews and institutional audits and through highly skilled and well informed activists and campaigners.

This is why this conference is so important. Not only will it hopefully help raise your skills, knowledge and ideas, but it will give me and the rest of the NEC increased skills, knowledge and ideas by learning from you. Our strength as an organisation is reliant on listening to the people who make it work - you. We will be doing this here through the workshops and plenaries but also, but giving you the opportunity to hold us to account and input into the policy making process. Without your voices we would not be doing all the fantastic things we are - student-led teaching awards, liberation, equality and diversity in the curriculum and improving engagement with hard to reach groups. We want to know what's missing and what's next.

I would like to finish by thanking this past year's Zone Committee who have worked tirelessly since their election and have been a fantastic support in delivering our aims. I would strongly encourage every one of you to think about running to be on this year's committee, and help shape how we deliver real wins for our students.

In Unity,

**Usman Ali**  
**Vice President (Higher Education)**



## Agenda at a glance

| <b>Day 1</b>                      |  |   |
|-----------------------------------|--|---|
| 11.00 <b>Registration</b>         | <ul style="list-style-type: none"> <li>Stalls Area &amp; Buffet Lunch Opens at Midday</li> </ul>   |   |
| 13.00<br><b>Opening Remarks</b>   | <b>A Vision for Higher Education</b> <ul style="list-style-type: none"> <li>Usman Ali, Vice President Higher Education</li> </ul>  |   |
| 13.30<br><b>Opening Plenary</b>   | <b>What is the future of HE?: The winners and losers</b> <ul style="list-style-type: none"> <li>Sophie Richardson, President, Queen Mary Students' Union - Chair</li> <li>Usman Ali, Vice President (Higher Education), NUS</li> <li>Tricia King, Pro-Vice Master Student Experience, Birkbeck</li> <li>Carl Lygo, Chief Executive, BPP</li> <li>Chris Morecroft, outgoing President (2010-11), Association of Colleges</li> </ul>   |   |
| 14.45 <b>Break</b>                |  |   |
| 15.00<br><b>Workshops Block A</b> | <ul style="list-style-type: none"> <li><b>Teaching and Learning:</b> Student-Led Teaching Awards</li> <li><b>Student Engagement:</b> Higher Education in Further Education</li> <li><b>Student Rights:</b> Student Bill of Rights</li> <li><b>Academic Support:</b> Improving Retention and Academic Support</li> <li><b>Our Diverse Student Body:</b> Postgrads and the White Paper</li> <li><b>Funding and Participation:</b> Delivering widening participation</li> </ul>       |   |
| 16.00<br>Keynote Speech           | <b>Supporting Mature Students</b> <ul style="list-style-type: none"> <li>Fiona Wood, NUS Mature &amp; Part Time Students' Committee</li> <li>Professor Geoff Layer, Vice Chancellor, University of Wolverhampton</li> </ul>  |   |
| 16.45 <b>Break</b>                |  |   |
| 17.00<br><b>Workshops Block B</b> | <ul style="list-style-type: none"> <li><b>Teaching and Learning:</b> Liberation, Equality and Diversity in the Curriculum</li> <li><b>Student Engagement:</b> Effective Engagement</li> <li><b>Student Rights:</b> Postgrads who teach</li> <li><b>Academic Support:</b> International Students and Academic Integrity</li> <li><b>Our Diverse Student Body:</b> Supporting Placement Students</li> <li><b>Funding and Participation:</b> Funding Systems Across Europe</li> </ul> |   |
| 18.00                             | <b>Close of formal conference for the day</b>  |   |
| 18.00                             | <b>Drinks Reception</b> <ul style="list-style-type: none"> <li><b>Policy Surgery with NUS staff</b></li> <li><b>Consultations with QAA, BIS and NUS</b></li> </ul>   |   |
| 20.00 <b>Dinner</b>               | <b>Plus After Dinner Speaker: Social Class and Higher Education</b> <ul style="list-style-type: none"> <li>Owen Jones, author and political commentator</li> </ul>   |   |
| <b>Day 2</b>                      | <b>Students and Officers</b>   | <b>Staff</b>  |
| 9.30                              | <b>Accountability Reports</b> <ul style="list-style-type: none"> <li>Presidents' Report</li> <li>Zone VP and Committee report</li> </ul>   | <b>Policy Development</b> <ul style="list-style-type: none"> <li>Jim Dickinson, Director of Policy and Delivery, NUS</li> </ul> |
| 10.15                             | <b>Zone Committee Elections</b><br>Delegates are given the opportunity to stand for election to  |   |
| 10.45                             | <b>Break</b>   |   |
| 11.00<br><b>Keynote Speech:</b>   | <b>Education and Social Justice</b> <ul style="list-style-type: none"> <li>Prof. Becky Francis, Director of Education, RSA</li> </ul>  |   |
| 11:45                             | <b>Policy Forum</b><br>Delegates are invited to input their policy ideas, to go to National Conference 2012  | <b>Improving your Research</b> <ul style="list-style-type: none"> <li>Geraldine Smith, Research Manager, NUS</li> </ul>         |
| 13.00                             | <b>Closing Speech</b>  |   |
| 13.15                             | <b>Conference Closes. Lunch Available</b>  |   |

## NUS Zone Conferences

### What's a Zone Conference?

NUS' policy areas want to involve students' union activists, officers and staff- giving you a chance to hear from experts and each other, spaces to deliberate, network and discuss away from grandstanding speeches, and chances to feed in informally to NUS' priorities and policy making processes.

Our Zone Conferences Feature:

- Big name keynote speakers
- Plenary – issues briefings
- Panel debates – of experts
- Workshops led by external experts
- Workshops of best practice led by other unions
- Student Representative Policy Forums
- Staff/Practitioner Discussion Forums

There are also be formal democratic processes

- Accountability sessions- VP and President
- Report from Zone Vice President
- Zone Committee Elections

During each two day event, we'll be looking for student officers and students to stand to be members of our Zone Committees- an exciting opportunity to get further involved in driving the work of that Zone.

### Policy making

Following the consultations at each Zone Conference, Zone Committees will be publishing their policy proposals for the year ahead, and there will be a chance for all unions to consider these, submit amendments or event submit ideas of their own in the new year.

### Notes:

- Before sending Policy Recommendations Reports to Constituent members, Zones shall submit to the Democratic Procedures Committee their reports and the DPC shall ensure that the content matches the Zone title.
- All constituent members and the National Executive Council may submit up to 1400 words of policy motions or amendments into the national conference by a deadline set annually by the Democratic Procedures Committee.
- The Democratic Procedures Committee will rule out of order text which has not been submitted on the instructions of the governing body of the Constituent Member concerned or which have not been submitted in a way approved by its governing body.
- Text will be submitted electronically in accordance with rulings from the Democratic Procedures Committee. Electronic submission will be verified by the use of a secret pass code, which will be notified by the Democratic Procedures Committee to the senior Executive Officer of Constituent Members or nominated member of a National Committee.
- A form will be submitted at the same time as the copy(ies) of the text which will detail the word count, the authorising body for the text, the date of the meeting of the authorising body and contact details for at least two senior Executive members of the Constituent Member or National Committee
- The Democratic Procedures Committee will take each submission of text and first determine if the text or sections of it represent an amendment to the Policy Recommendations of any of the Zone reports. In this event it will composite them where appropriate and list these as proposed amendments to the Policy Recommendations to be debated separately.
- All other text will become composite motions under the appropriate Zone. Any text not submitted in line with regulations issued by the Democratic Procedures Committee will be ruled out of order by Democratic Procedures Committee.
- The Democratic Procedures Committee will send to all Constituent Members zone policy recommendation reports and motions documents which will include all text not ruled out of order.

## NUS' Higher Education Zone An Introduction

The NUS Higher Education Zone exists fundamentally to make the student experience across the UK better. We focus on academic issues and lobby the sector to ensure that quality and standards are as high as they should be, and that students get the high quality experience that they are always promised.

UK higher education is some of the best in the world and we are also proud to celebrate the innovation, creativity and excellence that is found every day and in every institution.

Whilst we lobby the national organisations and the government, we heavily rely on local action from students' unions to make the big changes on the ground. We also depend on you to tell us what the issues that students are facing today. With this information we can conduct UK-wide research, lead campaigns and lobby to improve the student experience.

### How we can help

NUS' Higher Education team are here to help support your work. We're always available to answer policy questions, visit your unions and we organise events such as this conference.

The HE Zone Committee along with Usman Ali, the Vice President are there to lead the HE campaigns across the UK.

We provide you with the research, information, briefings and other resources to help frame your work in the national context that it sits, so that you can go further and fight harder to win for students on your campuses.

### Available Resources

To find all our online resources visit the Higher Education Campaign's NUS Connect page:  
[www.nusconnect.org.uk/campaigns/highereducation/](http://www.nusconnect.org.uk/campaigns/highereducation/)

This includes the following hubs of information which contain a wide range of resources including briefings and toolkits.

- NSS
- Student Engagement
- Policy Corner
- Learning and Teaching
- Widening Participation
- Education Information
- Key Statistics

### Education Information

Our weekly education briefing service looking at whatever's big and new in the sector that week – new research, big conferences or the policy debate of the time. To receive it, email [alex.bols@nus.org.uk](mailto:alex.bols@nus.org.uk)

### Key Contacts

**Officer** | Usman Ali, Vice President (Higher Education) | [usman.ali@nus.org.uk](mailto:usman.ali@nus.org.uk)  
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**Staff** | Debbie McVitty | Senior Research and Policy Officer | [debbie.mcvitty@nus.org.uk](mailto:debbie.mcvitty@nus.org.uk)  
**Staff** | Geraldine Smith | Research Manager | [geraldine.smith@nus.org.uk](mailto:geraldine.smith@nus.org.uk)  
**Staff** | Kathryn Sullivan | Senior HE Consultant | [kathryn.sullivan@nus.org.uk](mailto:kathryn.sullivan@nus.org.uk)  
**Staff** | Emily Cannon | Regional Consultant (Higher Education) | [emily.cannon@nus.org.uk](mailto:emily.cannon@nus.org.uk)  
**Staff** | Bethan Payne | Higher Education Policy Assistant | [bethan.payne@nus.org.uk](mailto:bethan.payne@nus.org.uk)  
**Staff** | Kate Wicklow | Student Engagement Manager | [kate.wicklow@nus.org.uk](mailto:kate.wicklow@nus.org.uk)  
**Staff** | Lucy Buchanan-Parker | Student Feedback Assistant | [lucy.buchanan-parker@nus.org.uk](mailto:lucy.buchanan-parker@nus.org.uk)  
**Staff** | Victoria Passant | Student Engagement Officer | [victoria.passant@nus.org.uk](mailto:victoria.passant@nus.org.uk)  
**Staff** | Oliver Williams | Project Officer (Student-Led Teaching Awards) | [oliver.williams@nus.org.uk](mailto:oliver.williams@nus.org.uk)  
**Staff** | Ellie Russell | Project Officer (Developing Quality Engagement) | [ellie.russell@nus.org.uk](mailto:ellie.russell@nus.org.uk)  
**Staff** | Roxy Shamsolmaali | Project Officer (Student Centred Quality) | [roxy.shamsolmaali@nus.org.uk](mailto:roxy.shamsolmaali@nus.org.uk)

### The Zone Committee

Sophie Richardson (& HE NEC Rep) – [sophie.richardson@nus.org.uk](mailto:sophie.richardson@nus.org.uk)  
Stevie Wise – (& NEC Rep) - [stevie.wise@nus.org.uk](mailto:stevie.wise@nus.org.uk)  
Emily-Ann Nash – [ean11@brighton.ac.uk](mailto:ean11@brighton.ac.uk)  
Kate Little – [kate.little@manchester.ac.uk](mailto:kate.little@manchester.ac.uk)  
Jo Caulfield – [jo.caulfield@undeb.bangor.ac.uk](mailto:jo.caulfield@undeb.bangor.ac.uk)  
Lay member: Simon To - [representation@ucl.ac.uk](mailto:representation@ucl.ac.uk)

## Higher Education Zone Conference Detailed Session Guide

### OPENING PLENARY | Day One | 13.30

#### Plenary Panel:

#### What is the future of HE?: The winners and losers

Our opening plenary panel will look at the future higher education in the context of the release of the Higher Education White Paper. Who are the winners and losers of the White Paper, and what does that mean for the future?

**Chair:** Sophie Richardson, President, Queen Mary Students' Union  
 Usman Ali, Vice President (Higher Education), NUS  
 Tricia King, Pro-Vice Master Student Experience, Birkbeck  
 Carl Lygo, Chief Executive, BPP  
 Chris Morecroft, President (2010-11), Association of Colleges

### WORKSHOP BLOCK A | Day One | 15.00- 16.00

#### Teaching and Learning: Student-Led Teaching Awards

**Session presenters:** Mike Williamson, VP Academic Affairs, Edinburgh University Students' Association Oliver Williams, Student-Led Teaching Awards Project Officer, NUS

**Session outline:** This session will look at why student-led teaching awards are a great thing to do, and how to go about doing it. Oliver Williams is the new Project Officer for student-led teaching awards at NUS, and will be rolling out a programme of support, advice and guidance throughout this next year. Mike Williamson is the VP Academic Affairs at Edinburgh SA and heads up a highly successful student-led teaching awards scheme. He will be sharing some of the experiences that Edinburgh have had whilst implementing it.

#### Student Engagement: Higher Education in Further Education

**Session presenters:** Paul Chapman, Membership Engagement Manager, Birmingham City Students' Union & Victoria Passant, Student Engagement Officer, NUS

**Session outline:** In this session Paul will give an overview of the HE in FE student engagement work that is happening at Birmingham City which won our Innovative Student Engagement Award in February. Paul will demonstrate their virtual students' union, Shareville, which works with 9 of Birmingham City's partner colleges. This will be followed by a discussion around HE in FE engagement issues and an opportunity to share best practice.

#### Student Rights: Student Bill of Rights

**Session presenters:** Lucy Buchanan-Parker, Student Feedback Assistant, NUS

**Session outline:** What principles underlie students' expectations and entitlements in terms of their educational experience? Building on NUS's previous work in areas of learning and teaching policy, this workshop will explore what rights students have in the academic sphere. Delegates will have the opportunity to contribute to NUS work on identifying and articulating students' rights.



## Academic Support: Improving Retention and Academic Support

**Session presenters:** Kate Wicklow, Student Engagement Manager, NUS & Geraldine Smith, Research Manager, NUS

**Session outline:** In this session you will find out about NUS projects related to retention and academic support, discuss issues around academic support at your own institution, and consider ways to improve the support students receive during their time in higher education.

## Our Diverse Student Body: Postgrads and the White paper

**Session presenters:** George Charonis, NEC (PGT) & Debbie McVitty, Senior Research Officer, NUS

**Session outline:** The Higher Education White Paper was significant for postgraduates both in what it said about public information needs and what it failed to say about postgraduate funding and finance. This session will update participants on the relevant White Paper content and the wider policy context for taught postgraduates, and consider how the student movement should respond: what should we be saying nationally and what should we be arguing for in our institutions?

## Funding and Participation: Delivering widening participation

**Session presenters:** Kathryn Sullivan, Senior HE Consultant, NUS & Carys Jones, Membership Services Manager, University of York Students' Union

**Session outline:** How do you deliver student-led widening participation? What value can the students' union add? This will be an introduction to the work of the widening participation champions and will also explore how all unions to can maximise input into their institution's WP agenda.

## Keynote Speech | Day One | 16.00

### Presentation: Supporting Mature Students

**Presenter:** Fiona Wood, NUS Mature Students' Committee & Professor Geoff Layer, Vice Chancellor, University of Wolverhampton

**Session outline:** Fiona Wood & Prof. Layer will be exploring what the experiences of mature students are, and how students' unions and institutions can support them better. Fiona is the NEC Rep from the Mature & Part Time Students' Campaign and has extensive experience of students' unions, having been President of Stafford Students' Union last year. Prof. Layer is the new Vice Chancellor at the University of Wolverhampton, which is a Million+ institution. Prof. Layer will be launching an exciting joint project between Million+ and NUS....

## WORKSHOP BLOCK B | Day One | 17.00-18.00

### Teaching and Learning: Liberation, Equality and Diversity in the Curriculum

**Session presenters:** Elizabeth Goddard, Education Officer, Nottingham Students' Union and Lucy Buchanan-Parker, Student Feedback Assistant, NUS

**Session outline:** This interactive workshop will explore what it means to have an inclusive curriculum and what students' unions can do to ensure that no student is disadvantaged in their academic experience because of their background or demographic characteristics. Come along to learn how making the learning environment more equitable can improve all students' academic experiences.

## Student Engagement: Effective Engagement

**Session presenters:** Victoria Passant, Student Engagement Officer

**Session outline:** What is effective engagement and how do we know if we are doing it? Following last year's publication of the student engagement toolkit, this session will look at how far students' unions have come, and where they want to get to. This will be a best practice sharing session, looking to inspire and guide delegates in ways to further improve their student engagement systems from consultation to partnership.

## Student Rights: Postgrads who teach

**Session presenters:** Debbie McVitty, Senior Research & Policy Officer, NUS

**Session outline:** Since the release of the NUS/UCU Postgraduate Employment Charter NUS has been conducting qualitative research into the experience of postgraduates with teaching or demonstrating responsibilities. Come to this session to discuss our interim findings and what the implications might be for both postgraduate researchers with teaching responsibilities and for the undergraduates that they teach.

## Academic Support: International Students and Academic Integrity

**Session presenters:** Christina Yan Zhang, International Students' Officer, NUS & Alex Bols, Assistant Director (Research) and Head of Higher Education

**Session outline:** Over and over again, statistics highlight that international students are far more likely to cheat in exams or plagiarise coursework. What are the causes for this, and how should unions and institutions be working to improve these stats? This will be an interactive session looking at root causes and solutions to this growing issue.

## Our Diverse Student Body: Supporting Placement Students

**Session presenters:** Emily Cannon, Regional Consultant (Higher Education), NUS

**Session outline:** Ahead of a comprehensive briefing to be produced by NUS later this year, this session will be exploring the issues and ideas we currently experience when we talk about students who go on placement. This will look at issues across the spectrum, from education, representation and welfare to finance and support.

## Funding and Participation: Funding Systems Across Europe

**Session presenters:** George Charonis, NEC (PGT) and former member of the European Students' Union Academic Affairs Committee

**Session outline:** NUS is currently partnering with the European Students' Union, the Estonia National Union (EUL) and the Austrian National Union (OH) in a research project called Financing the Students' Future. This project aims to research how different funding mechanisms work across Europe and provide local and national unions with effective lobbying tools when it comes to matters regarding fee increases or funding cuts.

## AFTER DINNER SPEAKER | Day One | 20.00

### 'Social Class and Higher Education'

**Speaker:** Owen Jones, author and political commentator. Owen is the author of the highly acclaimed book "Chavs: The demonization of the working class" and also regularly comments on the social and political issues of the day on programmes such as Newsnight and Radio 4's Today Programme. Owen will be challenging common assumptions about class and how we perceive it in the higher education environment.



## KEYNOTE | Day Two | 11.00-11.45

### 'Education and Social Justice'

**Speaker:** Prof. Becky Francis, Director of Education, Royal Society of the Arts

**Session outline:** In her keynote speech, Becky will outline the exciting work that the RSA are doing around social justice and education. The RSA was founded in 1754 and has included notable members such as Benjamin Franklin, Karl Marx and Stephen Hawking. They currently conduct innovative and exciting research into a wide range of areas affecting society today.

## STAFF SESSION | Day Two | 9.30-13.00

### Policy Development

**Session presenter:** Jim Dickinson, Director of Policy and Delivery, NUS

**Session outline:** A look at the way in which unions create and use policy and how we can enhance this process.

### Improving your Research

**Session presenters:** Geraldine Smith, Research Manager, NUS

**Session outline:** In this session we will explore good practice in two research methodologies: surveys and focus groups. As well as looking at some practical tips for writing good surveys and facilitating inspiring focus groups, there will be a chance for questions and discussion based on participants' experiences of conducting research.



We want everyone at our events to feel and be safe, which is why NUS has adopted a Zero Tolerance approach to Sexual Harassment. That means that under our code of conduct, which applies to all our members, we would consider any of the following as unacceptable:

1. Unwanted sexual comments, including comments about someone's body or private life
2. Unwelcome sexual invitations, innuendoes, and offensive gestures
3. Wolf whistling, catcalling or offensive sexual noises
4. Groping, pinching or smacking of someone's body
5. Moving or grabbing someone's clothes without agreement
6. Exposure of sexual organs without consent

If you witness or experience Sexual Harassment of any sort, we want you to be able to raise it with us and have confidence that it will be taken seriously. That means:

**We'll deal with it seriously**

At every event there will be at least two senior staff members who are trained and ready to discuss any concerns or issues you might have about others' behaviour. They will deal with your concerns swiftly and seriously and the perpetrator will be removed from the event if necessary. These staff members will be highlighted at the start of every event.

**If you see it, you should report it**

Just because something wasn't done to you personally doesn't mean that you can't or shouldn't raise a concern - it is much better if you do.

**You can choose whether to make something "formal"**

NUS' code of conduct distinguishes between formal and informal complaints, which we are currently in the process of reviewing. In the meantime, you can choose whether you want to make a 'formal' or less formal complaint. Making a formal complaint may sound daunting but all it means is that we can record that you've raised a concern, and can contact you with progress on our investigations. Making a 'formal' complaint makes it easier for us to take firm action. However, if you would rather raise something informally we will still support you and take your concerns seriously.

**You can choose whether to be "on the record" or anonymous when raising an issue**

If you've seen or heard something unacceptable, or something has happened to you, we can ensure that the perpetrator is not told who made the complaint. We understand that it can be difficult to come forward with complaints about sexual harassment, and we will ensure you are supported at every step of the process.

## Delegate List (as at 14/10/11)

|           |                   |  |
|-----------|-------------------|--|
| Liz       | Dobson-McKittrick | Anglia Ruskin Students' Union                |
| Jo        | Caulfield         | Bangor Students' Union                       |
| Sean      | Rillo Raczka      | Birkbeck Students' Union                     |
| Sarah     | Blatchford        | Birmingham City Students' Union              |
| Jema      | Davis             | Birmingham City Students' Union              |
| Mark      | Curry             | Brighton Students' Union                     |
| Amanda    | Willis            | Canterbury College Students' Union           |
| Amish     | Patel             | City University London                       |
| Katie     | Goodale           | Colchester Institute                         |
| Lorri     | Millar            | Cumbria SU                                   |
| Billy     | Jones             | Edge Hill Students' Union                    |
| Natalie   | North             | Edge Hill Students' Union                    |
| Francesca | Bancarino         | Goldsmiths Students Union                    |
| Scott     | Storey            | Hallam Union                                 |
| Matthew   | Barrow            | Hull University Union                        |
| Aidan     | Mersh             | Hull University Union                        |
| Simisola  | Smith             | KCLSU  |
| Hannah    | Barlow            | KCLSU  |
| TBC       | TBC               | Kent Union                                   |
| Lauren    | Crowley           | Kent Union                                   |
| Matthew   | Webber            | Kent Union                                   |
| Kat       | Kepa              | Kingston University Students' Union          |
| Alexander | Holley            | Lancaster University Students Union          |
| Alex      | Carlin            | Lancaster University Students' Union         |
| George    | Gardiner          | Lancaster University Students' Union         |
| Benjamin  | Jackson           | Leeds University Union                       |
| Mark      | Sewards           | Leeds University Union                       |
| Alex      | Nutt              | Leicester                                    |
| Trevor    | Page              | Leicester                                    |
| Emily     | Spurrell          | Liverpool Guild of Students                  |
| Josh      | Wright            | Liverpool Guild of Students                  |
| Bob       | Sutton            | Liverpool Guild of Students                  |
| A.N       | Other             | Liverpool Guild of Students                  |
| Gary      | Hughes            | LiverpoolSU                                  |
| Jane      | Whalen            | LiverpoolSU                                  |
| Darren    | McCabe            | LiverpoolSU                                  |
| Paul      | Abernethy         | LiverpoolSU                                  |
| Ed        | Moloney           | LiverpoolSU                                  |
| Anisa     | Ali               | London South Bank University Students' Union |
| Makinde   | Opeyemi           | London South Bank University Students' Union |
| Rebecca   | Brididger         | Loughborough Students Union                  |
| Jayde     | Savage            | Loughborough Students Union                  |
| Andy      | Parsons           | Loughborough Students Union                  |
| Alex      | Peters Day        | LSE Students' Union                          |

|          |             |  |
|----------|-------------|--|
| Amena    | Amer        | LSE Students' Union                              |
| Becci    | Heard       | MMUnion  |
| Tunde    | Adekoya     | MMUnion  |
| Kate     | Bradshaw    | Northumbria Students' Union                      |
| Luke     | Young       | NUS WALES  |
| Paul     | Mason       | oxford brookes student union                     |
| Ellis    | Jones       | Oxford Brookes Students' Union                   |
| Ivy      | Migue       | Oxford Brookes University                        |
| Hannah   | Cusworth    | Oxford University Student Union (OUSU)           |
| Gail     | Wilson      | Quality Assurance Agency                         |
| Dominic  | Passfield   | Quality Assurance Agency                         |
| Philip   | Gilks       | Queen Mary Students' Union, University of London |
| Oscar    | Williamson  | Queen Mary Students' Union, University of London |
| Sophie   | Richardson  | Queen Mary Students' Union, University of London |
| Alex     | Slater      | Reading University Students' Union               |
| Emily    | Collins     | Reading University Students' Union               |
| Callum   | Martin      | RGU Union  |
| Alex     | Murray      | Roehampton Students' Union                       |
| Richard  | Eastall     | Sheffield Students' Union                        |
| Rachel   | Handforth   | Sheffield Students' Union                        |
| Tom      | Langrish    | Sheffield Students' Union                        |
| Arianna  | Tassinari   | SOAS Students' Union                             |
| Joseph   | Buckley     | SOAS Students' Union                             |
| Dan      | Prendergast | Solent Student's Union                           |
| Robbie   |             |  |
| 'Debbie' | Aftab       | Solent Student's Union                           |
| Daisy    | Edward      | Solent Student's Union                           |
| James    | Eales       | Students' Guild, University of Exeter            |
| Kazi     | Haque       | Students Union University of Greenwich           |
| Ben      | Westhead    | SUARTS   |
| Alex     | Rose        | SUARTS   |
| Kate     | Jones       | SUBU   |
| Rhiannon | Hedge       | Swansea University Students' Union               |
| Phil     | Makinson    | Teesside University Students' Union              |
| Lori     | Wheatman    | Teesside University Students' Union              |
| Hollie   | Cameron     | The University of Stirling Students Union        |
| Luke     | Frost       | UCA Students' Union                              |
| Steve    | Martin      | UCA Students' Union                              |
| Reni     | Eddo-Lodge  | UCLAN SU   |
| Becca    | Vafeas      | UCLAN SU   |
| Samuel   | Nichols     | UCLAN SU   |
| Luke     | Durigan     | UCLU   |
| James    | Skuse       | UCLU   |
| Simon    | To          | UCLU   |
| Mo       | Saqib       | UMSU   |
| Luke     | Newton      | UMSU   |
| Craig    | Best        | Union of Brunel Students                         |
| Matt     | Benka       | University of Bath Students' Union               |

|           |             |  |
|-----------|-------------|--|
| Ram       | Rallapalli  | University of Bedfordshire's Students' Union |
| Mark      | Harrop      | University of Birmingham Guild of Students   |
| Edd       | Bauer       | University of Birmingham Guild of Students   |
| Alusine   | Alpha       | University of Bradford Students' Union       |
| Imad      | Faghmous    | University of Bradford Students' Union       |
| Amy       | Rutland     | University of Brighton Students Union        |
| Josh      | Alford      | University of Bristol Students' Union        |
| Scott     | Farmer      | University of Bristol Students' Union        |
| Angela    | Gooderson   | University of Chichester Students Union      |
| Dom       | Anderson    | University of Derby Students' Union          |
| Hentley   | Ignatius    | University of Essex Students' Union          |
| Camilla   | Thoreson    | University of Essex Students' Union          |
| Callum    | Morton      | University of Essex Students' Union          |
| Vraj      | Domalip     | University of London Union                   |
| Elizabeth | Goddard     | University of Nottingham Students' Union     |
| Caroline  | Dangerfield | University of Salford Students' Union        |
| Rhiannon  | Cruse       | University of Salford Students' Union        |
| Christina | Kennedy     | University of Salford Students' Union        |
| Jon       | Narcross    | University of Sheffield Students' Union      |
| Sean      | Ruston      | University of Warwick Students' Union        |
| Ken       | Harris      | University of Wolverhampton Students' Union  |
| Emma      | Wilson      | UPSU   |
| Bethan    | Foweraker   | UWE Students' Union                          |
| Olly      | Reid        | UWE Students' Union                          |
| James     | Boulton     | Walsall College                              |
| Ashley    | Lovell      | Walsall College                              |
| Dan       | Ridsdale    | York St John Students' Union                 |
| Leigh     | Hankinson   | York St John Students' Union                 |
| Graeme    | Osborne     | York University Student Union                |
| Marc      | Kidson      | York University Student Union                |
| Graeme    | Osborne     | York University Student Union                |

## Reports and Plans

### Introduction

Under the constitution, the Vice President of the relevant Zone is required to present a report on the work of their Policy Zone so far this year. Their Zone Committee will have been meeting to drive the work of the Zone following debates and mandates arising from National Conference. In addition, the National President is required to attend at each Zone Conference and present a report on the Priority Campaign(s) of the National Union.

During this session of Zone Conference (which will be student only) you will hear from the relevant VP and the National President and will be able to ask questions about their work. At this time you may propose formal report motions as follows:

- The reference back of a specified part of the relevant Report.
- A motion of censure on the Zone Vice President, Zone Committee or National President
- A motion to commend the Zone Vice President, Zone Committee or National President for a specific area of work.

If you have any questions about Reports and Plans, you should raise them with the relevant Vice President or the Chair for this session of Zone Conference

### Higher Education Zone: Usman Ali

#### Report and Plan

This report outlines the work of the Higher Education Zone over the last year in a number of areas such as widening participation, supporting student engagement, flexible provision, improving the student learning experience, cuts to education and a number of additional areas.



#### 1. Widening participation

- **Supporting students' unions to engage in WP**

**Widening participation champions:** We have recruited and met with 20 HE students' unions from around the country who have committed to deliver widening participation activity and to share their practice while doing so.

**Widening participation webpage:** We have created a WP webpage to bring together policy and practice on widening participation including outreach, admissions, access, and retention for the benefit of students' unions. We will add briefings and information throughout the year.

- **Admissions and access**

**Post-qualification admissions:** We have represented students on the UCAS admissions process review and tariff points review, supporting the introduction of post-qualification admissions.

**AAB and contextual data:** We have responded to both the HEFCE consultation on student number controls and the BIS consultation on the White Paper outlining our concerns around how we believe the AAB policy is regressive and inhibits the use of contextual data in admissions.

**Access agreements:** We are discussing with OFFA how we can formalise student union involvement in shaping and commenting on access agreements.



- **Retention and academic support**

**Personal tutors:** In March this year we launched our Charter on Personal Tutors. This charter has been widely used by local students unions and institutions as a platform for conversations around improving academic support. In addition the charter was also reported on by the Times Higher Education. We also produced an HE Focus to further support unions in this work.

**Liberation, Equality and Diversity in the Curriculum:** We produced a briefing on liberation, equality, and diversity in the curriculum jointly with all the liberation campaigns. This received over 450 downloads from our website and stimulated debate around the sector. Over the coming year we will be further developing the guidance on this topic.

**Retention research:** In September we began a project exploring the literature on retention, with a view to developing resources for students' unions who want to focus on working with their institution to improve retention rates and provide support to students who are most vulnerable to leaving their course early.

## 2. Improving students' learning experience

- **Quality**

**Supporting unions in quality:** Following our announcement of three new QAA-funded projects at Quality Matters conference in September, we have now hired two new staff members to deliver increased support for unions undergoing Institutional Review and enhancing course rep systems in a range of unions.

**Campaigns training:** We already trained at least 50 activists to help the co-ordination of national and local (alongside students' unions) campaigns to raise the profile of academic provision and for more student inclusion in shaping their student experience. This training will be further rolled out with our new projects.

**Student rights:** We are developing a resource on students' rights. This work is ongoing, with consultation happening at HE Zone (in addition to other opportunities for consultation).

**Student-led teaching awards:** We are supporting students' unions to create and develop student-led teaching awards to ensure that students can have their say in highlighting best practice improving their education environment and to enhance how students can be engaged partners in shaping their learning environment, not simply passive consumers.

**Postgraduates who teach:** We have conducted research with postgraduates that teach to establish postgraduate support needs and how postgraduate teaching support impacts on the quality of undergraduate education.

**Postgraduate researcher quality:** We are working with QAA on revisions to Section 1 of the Code of Practice: Postgraduate Research Programmes.

**Postgraduate researcher experience:** We are holding a Postgraduate Researcher Symposium jointly with UKCGE, the British Library and Vitae in November to establish the elements of a quality postgraduate researcher experience and how these can be enhanced.

- **A 21<sup>st</sup>-century teaching and learning experience**

**Technology in higher education:** We have produced a Charter on Technology in Higher Education and an HE Focus to support unions in developing the ways their institutions use technology to support and enhance learning. The charter has been widely discussed and used throughout the sector.

### 3. Flexible provision

**Organisation and management:** We have produced a Charter on Organisation and Management to support unions in discussing the diverse needs of students when it comes to the organisation of their course. This has been welcomed by the sector and is being used by many institutions, including some further education colleges.

**Placement students:** We have run a number of workshops and sessions to feed into the placement students briefing that will be launched this year. This will be a cross-organisational briefing including information about welfare and union development issues for placement students.

### 4. Supporting student engagement

**Improving engagement:** the student engagement project is working with unions to develop good practice in engaging students in underrepresented groups such as work based learners, placement students and distance learners. We have been supporting a series of pilot projects and will be disseminating the outcomes in a report in February.

**Course reps:** We have redeveloped the course rep hub into a student engagement hub of materials to support students' unions including students feeding back to their institution and shaping their curriculum. This work will be ongoing throughout the year. We are organising a national course reps conference for December this year.

**Mature students:** We are working with Million+ to conduct research into mature student higher education experiences, and how unions and institutions can better support and engage mature students.

### 5. Funding and cuts

**Postgraduate taught courses:** We are developing relationships with UUK on postgraduate funding and exploring what campaigns support unions most require. We will be presenting on this at the Student Activism Day on 19 November. The NUS student support commission research is to include postgraduate student support in its terms of reference.

**Journal pricing:** We have formally extended our support to the RLUK journal pricing campaign and met with RLUK to discuss ongoing support.

**Financing the Students' Future:** We are working on a joint project with the European Students' Union that is conducting research into how higher education is funded across Europe with the aim of providing local and national unions with tools and evidence when campaigning about higher education finance and funding.

### 6. Additional work

**Mission groups:** We have taken a lead on supporting the unions in Aldwych, University Alliance and GuildHE mission groups to meet and learn from each other. We are also working to ensure that these groups are recognised by their respective mission groups as the student voice for those institutions.

**Higher education calendar:** officer handover never looked so glamorous.

**Weekly Education Information briefing:** keeping you up to speed.

**Engaging with ESU:** We have created a European Co-ordination Group to improve how we work with the European Students' Union. We have already increased our participation in policy discussions and development and will ensure delegates attend all major ESU events.

**Research Support:** We have been working on developing resources for students' unions who want to increase their research capacity. This will initially take the form of a Research Hub on NUS connect.

## Report and Plan National President | Liam Burns



### Party Conferences

I attended all three of the main political party conferences. This was an opportunity to meet with a wide range of people either in political parties and other organisations who we share common interest with. Whilst I met a lot of people and attended a range of

#### *Liberal Democrats*

Spoke on the following panel:

- NUS/New Statesman/Million +  
*All in it together? Winners and Losers of university reform,*

#### *Labour*

Spoke on the following panels:

- Social Market Foundation and Universities UK  
*Widening Participation in Higher Education*
- 1994 Group  
*The Progressive Academy: How should Labour respond to the coalition's university reform plans?*
- NUS/New Statesman/Million +  
*No turning back: Where next for universities and students?*

Had meetings with:

Sunny Hundall – Editor of Liberal Conspiracy  
Simon Baker – Times Higher Education  
Martin Doel – Association of College  
Interview with LBC

#### *Conservatives*

Asked a question of David Willetts MP in the main conference hall from the main stage

Spoke on the following panels:

- Social Market Foundation and Universities UK  
*A Market in Higher Education: Is it achievable?*
- NUS/Total Politics/Million +  
*Beyond the Oxbridge Obsession: Will the coalition deliver for universities, students and social mobility?*
- Policy Exchange and University Alliance  
*Beyond the Cuts: Universities and graduates at the heart of growth*

Had meetings with:

Ben Howlett – Chair of Conservative Future  
Martin Bean – Open University

### White Paper Response

In September we submitted our response to the HE white paper. The title of the white paper, “Students

Following the event get all the handouts, presentations and resources and contacts at <http://www.nusconnect.org.uk/he>



at the Heart of the System” suggests that ministers are seeking to express and represent a positive attitude to the notion of a powerful and influential student in higher education. We believe it delivers nothing of the sort.

Our response shines a light on the following messages to government.

- The strategy could destabilise the higher education sector and damage quality
- The strategy will not empower students in a way that matches its ambitions
- The strategy is socially regressive and tends to worsen inequality in higher education
- The strategy has no answers to crucial questions facing the higher education sector

Following on from the white paper I have commissioned a series of briefings that will look at the a series of topic areas covered and have asked that each briefing looks at NUS response, other sector bodies response, an analysis of what this means for students and any actions that students’ unions should take locally on these issues. The topic areas that will be covered over this term are:

- Part-time study
- Payments
- Student experience
- Returning to study
- Student choice and information, advice and guidance
- Postgraduates
- Employer links, work placements and HEAR
- Equality impacts
- Access and social mobility
- New providers of HE

The full report can be found here: <http://www.nusconnect.org.uk/asset/News/6001/White-Paper-Response-NUS.pdf>

## HE Bill

It is anticipated that the government will release its higher education bill in the spring of 2012. In order to predict what we are going to be campaigning for and against we will be carrying out an exercise that takes the issues contained in the White Paper to work out what does and doesn’t need primary legislation.

## The Pound in Your Pocket: The Future of Student Financial Support - Commission

The ‘Student Support Commission’ is now underway. The scope of the commission’s work will cover student support in both further and higher education in England.

## Membership

| Name                    | Position                     | Institution          |
|-------------------------|------------------------------|----------------------|
| NUS NEC                 |                              |                      |
| Liam Burns              | National President           | NUS                  |
| Pete Mercer             | VP Welfare                   | NUS                  |
| Student Officer Section |                              |                      |
| Rebecca Bridger         | President                    | Loughborough Uni.    |
| Josh Clare              | President                    | Newman Uni. Col.     |
| Hannah Cusworth         | VP Access & Academic Affairs | Cambridge Uni.       |
| Meg Evans               | Academic Officer             | Uni. East Anglia     |
| Jake Kitchener          | President                    | Sheffield Hallam     |
| Thomas Hollick          | President                    | City College Norwich |
| Georgia Thresh          | Postgraduate Officer         | Nottingham Uni.      |
| Joe Vinson              | President                    | Cornwall College     |
| Expert Adviser Section  |                              |                      |

|               |                                |                   |
|---------------|--------------------------------|-------------------|
| Brian Carroll | Head of Learner Services       | Chesterfield Col. |
| Lynne Condell | Chair of NASMA                 | LivJM / NASMA     |
| Paul Norman   | Membership Services<br>Manager | Man Met Uni.      |

## Terms of Reference

Terms of Reference for the Commission:

1. *Make the case, based on evidence, for reform of and additional investment in student financial support*
2. *Raise the profile of student financial support issues broadly and within students' unions, improving their knowledge and understanding of those issues*
3. Develop proposals for reform and improvement of the financial support system, establishing a foundation for future campaigning by NUS and students' unions

The planned duration of the Commission's work is nine months, taking us to the end of the NUS 'political year' in June/July.

## Teaching Grant for 2012/13

We have submitted our consultation response to HEFCE regarding how teaching funds will be distributed for students beginning study in 2012. The full response is available here:

<http://www.nusconnect.org.uk/news/article/highereducation/2642/>

However the main points made included:

- HEFCE must ensure 2011/12 students have parity in terms of treatment and spending compared to students 2012/13 and beyond, throughout the course of their degree.
- Non-mainstream spending on Widening Participation must be protected, if not increased, for 2012/13 and onwards.
- Clarity and protection of funding for students who undertake sandwich years (ERASMUS, placements etc) must be given.
- It should be mandatory for institutions to publish how fees are spent and in what subject area so that cross-subsidising between subjects/services can be scrutinised by students' unions.
- OFFA should monitor how institutions mitigate against a narrowing of access caused by the AAB+ offquota mechanism.
- HEFCE should allow, and give guidance on, using contextual information when defining which students fall into the AAB+ cohort.
- QAA should report on the accuracy of KIS data presented to 2012/13 students as part of their new judgement on public information.
- The average fee for an institution, in terms of reaching £7,500 to allow participation in the 'auction', should not be inclusive of fee waivers.
- HEFCE should de-couple FECs from HEIs in regards to the average fee level as a measure for entering the auction process.
- HEFCE should give a formal role to the students' union in confirming/reporting 'quality' before an institution can enter the auction.
- HEFCE should have powers to ensure retrenchment of subject areas are done in a geographically coherent manner.
- HEFCE should produce modelling of the differential institutional impact of the proposals, including the impact that this may have on WP for the sector as a whole reflecting the different students attending these institutions.
- OFFA must be given sufficient regulatory power to request financial intervention by HEFCE where it is clear lower socio-economic backgrounds disproportionately attend institutions with reduced funding.
- Support should be given to explain the new system to prospective students free of judgements as to the merits, or otherwise, of the system itself.

### **Early Repayment Response**

NUS responded to the BIS consultation on early repayments as well as including our views on this in the NUS response to the HE White Paper. As a part of the follow up briefings to the White paper response, we will be releasing a more detailed briefing on this issue alongside the views of other sector bodies to the membership. Our views on early repayments have been referred to in press work and public engagements.

Our position is that if government wanted to make the higher education funding system as a whole considerably more progressive, it would implement a graduate tax. That is not on offer, and in seeking to make the system it has announced more progressive, the focus should be on the treatment of low-to-medium earners not high earners.

Government should not implement large (and potentially punitive) early repayment penalties for high-value payments or on voluntary payments by high earners. Instead, it should act to further protect low-to-medium earners from repaying early on the basis of debt aversion, by enabling them to put the money they would have spent irrationally on paying down their debt into a special savings account offering interest relief of greater value than interest currently obtainable on the market.

Additionally, it may be practical and proportionate to fund the costs of this scheme through a low early repayment surcharge on high-value early repayments. The aim would be to fund some specific, direct costs, and not to haphazardly simulate the accrual of interest that may or may not have been avoided in repaying early.

### **Hidden Course Costs**

NUS is producing a toolkit to support students' unions who are campaigning to remove hidden costs at their institution. We have already had significant wins in Wales, with HEFCW's guidance letter on publishing costs upfront. Their guidance letter outlines the following:

The cost of attending higher education covers a wide range of elements in addition to tuition fees, accommodation and travel costs. Some costs are within the control of HEIs (eg, cost of study visits/field courses), while others are not (eg, cost of equipment).

There are three categories of costs:

- mandatory costs,
- necessarily incurred costs, and
- optional costs.

Along with gathering some excellent local work by students' unions in England, we hope to ensure that HEFCE delivers similar guidance and that we are able to make the case beyond simply publishing costs up front.

We believe that in addition to this, universities should be including far more within their fee – indeed any activity which is necessary to pass the programme should be included in the tuition fee. Where there are high cost optional activities such as international field trips, we expect means-tested support from the institution; and finally we believe that resources such as books and journals should be at a sufficient level within institutions so as to minimise a students' outgoings. Along with this final belief, we have supported the journal costs campaign with UUK.

We have conducted a short survey with the membership, with 51 unions answering to the range of costs covered by their institution. The majority of institutions are still charging resit fees, and simple things like printing and laboratory clothing are still not included. It was heartening to see that three quarters of respondents were actively discussing course costs at institutional level, but it is clear that we have more work to do as a movement to secure a better deal for our members.

To this end we have held workshops at NUS with campaigns staff from across the movement and have included our beliefs about course costs in our responses to the White Paper and in the press.



## Long Term Election Strategy

Over this year we will be using opportunities where we interact with students' unions to get input into our thoughts on where we go with regards to our planning for the 2015 general election. The next General Election is due to be called in May 2015. It has been mooted that NUS should focus a future strategy on 'reversing the market' ahead of the GE2015. The challenge ahead is for NUS to develop a clear vision for further and higher education for 2015 and then to plan on how to deliver this vision.

We will be looking for input from students' unions in this process in a variety of ways as well as having key meetings with stakeholder organisations to carry out some 'horizon scanning' exercises.

## Activism 2011

Taking place in central London on Saturday 19 November, [Student Activism 2011](#) is a free event which will include workshops, debates, training sessions and talks, organised by you – students, student officers and figures from other sister organisations. Sessions will no doubt be varied – from discussions about how we best utilise social media in campaigning; to debates about the costs of education, who should pay, and how; to the sharing of experiences from other campaigners and campaigning organisations; to workshops on how best to develop a local campaign. **ACTION:** Get students registered for this event now.

## Work with HE Zone

As part of the 'presidential priorities' I have also been heavily involved in work around widening participation and admissions and access with

### Widening participation

- **Supporting students' unions to engage in WP**

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**Widening participation webpage:** We have created a WP webpage to bring together policy and practice on widening participation including outreach, admissions, access, and retention for the benefit of students' unions. We will add briefings and information throughout the year.

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**AAB and contextual data:** We have responded to both the HEFCE consultation on student number controls and the BIS consultation on the White Paper outlining our concerns around how we believe the AAB policy is regressive and inhibits the use of contextual data in admissions.

**Access agreements:** We are discussing with OFFA how we can formalise student union involvement in shaping and commenting on access agreements. We will be providing students' unions with a range of materials and resources to ensure that they are able to lobby and negotiate locally to improve their institutions offer.

## Work with Welfare Zone

In addition to working with the VP Welfare on the student support commission I have also been involved in the "Get on the Bus" campaign set up with a view to Assisting FE students' unions locally to lobby their local decision makers to protect travel subsidies for 16-19 year olds where under threat and nationally challenge decision makers to consider how we can ensure that further education remains accessible for all. We launched this campaign at FEFestival and already have a road trip planned, building up to Student Activism 2011.

We are pulling together resources to assist students' unions to be able to:

- Campaign against Local Authorities that are attempting to remove travel subsidies
- Lobby transport bodies to ensure that travel discounts for students are clearly advertised and easy to access.

## Standing for Election To Zone Committee

All the activities, briefings, reports and training that you see at Zone Conference will have been led by the Zone Vice President and the Zone Committee. These committees consist of elected students and co-opted members of union staff who have an interest in the Zone’s work – and you could be one of them.

If you are a student, then at the conference you’ll have the chance to stand for election to the Zone committee. This guide offers you some reasons why you may want to stand, what you should know about being on a zone committee and also some things you might want to do to get elected.

### Zone Committees

To help divide the work of the National Union there are 5 NUS “Zones”, each of which deals with a different portfolio of work. These portfolios are Further Education, Higher Education, Society and Citizenship, Union Development and Welfare. The Zones are led by a committee and report to the National Executive Council on the work they do; as noted in the constitution:

1. Each zone will have a coordinating committee consisting of the following members:
2. The Vice President (Full Time Officer) for that Zone who will act as the Chairperson
3. The National President (Ex Officio)
4. Five individual members elected by and at the Zone Conference, where except for the FE Zone Committee and the HE Zone Committee at least two of which must be from the FE Sector. In the case of the FE and HE committees all of the six individual members must be from the relevant sector.
5. Non voting representatives of Nations, NUS-USI, Social Policy Campaigns and Liberation Campaigns as the Zone committee sees fit.
6. One individual member elected by and at Zone Conference, who shall also act as the NEC member for that zone.
7. Up to three co-opted members at the invitation of the committee who will be non voting and may not be individual student members of the National Union.
8. Zone committees will regulate their proceedings as they see fit save that they must meet at least 4 (four) times per year. They will report their work to the National Executive Council.

This means that a zone committee member will:

- Help the Vice President decide what the priorities for the Zone are
- Feedback on work done during the year and monitor policies from National Conference
- Help steer what the Zone works on next
- Ensure that the wider membership are consulted on what is going on

This will be done through a series of meetings and discussions. If elected you will get support from NUS staff to make sure you can involve yourself in this without personal expense to you and that your experience is a positive one.

### Why would I stand?

The only prerequisites for standing for election to Zone committee are that you are a student and that you are passionate about the work that the Zone is doing. You will want to make a difference to the lives of your fellow students and to make sure that their leaders are working on the right things. You’ll want to listen to what others say and with them come up with ideas for NUS to implement across the United Kingdom. In short – you’ll want to offer ideas, promote students and offer guidance to the National Vice- Presidents.

### How do I stand?

The election rules are set by the NUS Chief Returning Officer. There are 6 positions on each zone committee that are available for election.

**Nomination** | Nominations will open during the opening plenary of each event. Nominations will close at 6pm on day one of each event. Candidates not intending to attend at day one of the event may obtain a nomination for from elections@nus.org.uk. Forms submitted in this circumstance must reach NUS HQ in London by 5pm on the Friday before the event. Those seeking to stand in the election must obtain five nominations from at least five constituent member unions.

**Publication of nominations** | All received nominations will be published in a prominent place on the first night of each event. Anyone wishing to object to the nomination of a candidate on the grounds of eligibility or for any other reason will be able to do direct to the Returning Officer and Deputy until

8.00am on the second day of each event.

**Manifestos** | All candidates in attendance at the event will be able to book to use computers to design a manifesto which will be no larger than a single MS PowerPoint Slide and will be reproduced by NUS in time for the election to an A5 size. Anyone not intending to attend at day one of the event may submit camera ready artwork with their nomination form to NUS HQ in London by 5pm on the Friday before the event. No other printed campaign material shall be allowed for these elections.

**Question Time** | There will be a question time between 9.00am and 11.00am on the second morning of each event. Candidates must attend in person. Failure to do so will result in automatic withdrawal from the election.

**Balloting** | Ballot papers will be issued on a one ballot per union basis at registration. No replacements will be given. Ballots will be collected by the returning officer or their deputy following the question time for each election.

**Count** | The count for each election shall take place in the venue in a room notified by the returning officer or their deputy. Each candidate may send one observer to attend at the count.

If you have any questions you should contact the election representatives present at the conference who will be made clear to you or contact us at [elections@nus.org.uk](mailto:elections@nus.org.uk).

### How does voting work?

NUS, and most students' unions, use a transferable vote system for their elections. This means that you don't just vote for one candidate, instead you vote for all of them giving different preferences. You vote #1 for your first choice, #2 for your second and so on. The candidate with the least votes, or who gets enough to be elected, is taken out and their votes are transferred to the next (i.e. if your #1 candidate got the least votes and was removed, the vote would go to the #2 candidate).

Although relatively complicated to count, what this means for candidates is that it is worth trying to get everyone to vote for you. This is because even if you aren't their #1 choice their vote could still be worthwhile.

### How do I get people to vote for me?

The manifestos you produce and the speeches you do will help, but the main way you will get votes is by talking to other delegates. Find out what they care about and what they want to see. Explain your background and how you want the Zone to develop. Remember that you are representing all students and students' unions, not just your own and so you'll want to reflect this in what you do and say.

Remember that unions only have one vote and that it is the students, not the staff, who have a say in who gets elected – so use your time wisely.

### How should I prepare?

Think carefully about why you are running and pick your most important points. This will normally be no more than 3. You can use these as the basis for your manifesto and speech. You should practise what you plan to say in your speech beforehand, and remember that you always speak faster when you are nervous.

### What happens if I get elected?

There will be a big round of applause in the immediate aftermath, but you will be contacted soon after the end of the Zone Conference by the people in NUS who are there to support volunteers. They will give you some key dates and information that you should read through so you can quickly get involved in the work that you ran to do.

### What happens if I don't get elected?

Zone committee is just one of a great many opportunities that are available for students to get involved in the student movement. NUS always need campaigners and activists, contributors to our online and print publications and representatives for our other democratic groups. Your students' union will also need students to be involved for their campaign work as well as representatives and people to take part in running their union. As such, even if you don't get elected you should stay involved and use the passion that made you run in the first place.

## ARE YOU UP TO DATE?

Every week NUS publishes a range of information products- to ensure you are getting all of these just contact us at [conversation@nus.org.uk](mailto:conversation@nus.org.uk)

### Every Day By Midday- Daily Media Digest

All the day's education news direct to your inbox

#### Monday

FE explained- briefings that ensure you're in the know

#### Tuesday- NUS Update

The very latest from NUS' campaigns

#### Wednesday- Last Week Next Week

Find out what NUS has been saying to people that matter

#### Thursday- Education Information

The latest from the HE Policy Team

#### Friday- Social Policy Briefing

The latest from NUS' Welfare and Social Policy Teams

NUS' e- networks provide a way for student officers and staff to share best practice and information on a number of different issues.

[presidents@jiscmail.ac.uk](mailto:presidents@jiscmail.ac.uk)

This is primarily aimed at Presidents and lead officers in students' unions to enable them to network and share best practice. To join visit [www.jiscmail.ac.uk/presidents](http://www.jiscmail.ac.uk/presidents)

[education@jiscmail.ac.uk](mailto:education@jiscmail.ac.uk)

This is aimed at education officers or those responsible for academic representation within unions. To join visit [www.jiscmail.ac.uk/student-education](http://www.jiscmail.ac.uk/student-education)

[student-welfare@jiscmail.ac.uk](mailto:student-welfare@jiscmail.ac.uk)

This is aimed at Welfare Officers and those with responsibility for student support, equal opportunities or wellbeing issues within unions. To join visit [www.jiscmail.ac.uk/student-welfare](http://www.jiscmail.ac.uk/student-welfare)

[Student-activities@jiscmail.ac.uk](mailto:Student-activities@jiscmail.ac.uk)

This is aimed at sports, societies, volunteering and Rag officers and those with responsibility for supporting a range of student activities. To join visit [www.jiscmail.ac.uk/student-activities](http://www.jiscmail.ac.uk/student-activities)

[Student-media@jiscmail.ac.uk](mailto:Student-media@jiscmail.ac.uk)

This is aimed at student newspaper, magazine, radio and television outlets within students' unions. To join visit [www.jiscmail.ac.uk/student-media](http://www.jiscmail.ac.uk/student-media)

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This is aimed at officers with responsibility for the 'internal affairs' of a students' union such as finance, services and governance. To join visit [www.jiscmail.ac.uk/finance-and-governance](http://www.jiscmail.ac.uk/finance-and-governance)

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