

**MINUTES OF A MEETING OF THE BOARD OF  
LEICESTER COLLEGE CORPORATION:  
STUDENT LIAISON COMMITTEE  
HELD ON 25 FEBUARY 2026**



Present:

Tom Wilson (Chair)  
Shawn George (Co-Vice Chair)  
Shabir Ismail (Principal)  
Vipal Karavadra  
Nicky Randall  
Vipul Bechar  
Lee Soden

In Attendance:

Randeep Sami, Deputy Principal, Curriculum and Quality  
Zubair Limbada, Deputy Principal, Finance and Corporate Services  
Louise Hazel, Director of Governance and Policy  
Zoe Butler, Director of Student Services and Marketing  
Gail Pringle, Head of Inclusion  
Pete Thorpe, Personal Development Manager  
Sherenne Harry, EDI Officer  
Harjinder Singh, Student Liaison Officer  
Craig Whitehill, Student Liaison Officer,  
Matt Widdowson, Governance and Policy Officer (Minutes)

SET Team Course Representatives and Student Union Representatives  
(See attached list)

**1. DECLARATIONS OF INTEREST**

1.1. There were no declarations of interest.

**2. APOLOGIES FOR ABSENCE**

2.1. Apologies were received from Sophie Strevens-Robinson and Kyle Cameron.

**3. MINUTES AND MATTERS ARISING FROM THE LAST MEETING HELD ON 26 NOVEMBER 2025**

3.1. The minutes of the meeting held on 26 November 2025 were agreed as an accurate record and approved.

**3.2. MATTERS ARISING**

3.2.1. There were no matters arising.

### 3.3. FEEDBACK FROM EXTERNAL BOARD REVIEW

3.3.1. The reviewer had been very impressed with the Student Liaison Committee and would be highlighting the College's approach as an example of good practice in the future.

## 4. RESPONSES TO ISSUES RAISED AT PREVIOUS MEETINGS

4.1. The Director of Student Services and Marketing provided the responses to the issues raised at the previous meeting. The following points were highlighted.

4.1.1. An audit of clocks had been carried out. Clocks had either already been installed or were on order.

4.1.2. There were discussions with Tribal about the wider functionality of EBS which would provide for the ability to report absences through the portal although this would not be available for this academic year.

4.1.3. Feedback on the new strategic plan given at the previous meeting had been taken forward.

4.1.4. An email had been sent to all staff asking that 'barriers' were referred to as 'access points'.

4.2. **Governors noted the responses to issues raised at previous meetings.**

## 5. EDI CHAMPIONS

5.1. The EDI Officer introduced an item on EDI Champions. The following points were highlighted.

5.1.1. There would be a pilot scheme looking at introducing EDI Champions. This would be part of the work to ensure that the student voice was heard.

5.1.2. The objective was for EDI Champions to work alongside the existing platforms such as the student union, and to support the College's Inclusivity Strategy. The role would also help to promote an inclusive culture at the College.

5.1.3. Having EDI Champions would ensure that the College was listening to a much wider group of students. EDI Champion roles would be centred around the characteristics listed in the Equalities Act.

5.1.4. EDI Champions would have the opportunity to develop their leadership skills, and there might also be an opportunity for training to support students to carry out the role.

5.1.5. The pilot would look at how the new role worked alongside existing roles, and to look at the responsibilities and boundaries. The impact on students and staff would also be assessed.

5.1.6. The aim was for this role to commence in 2026/27, and students should contact the EDI Officer to be involved in the pilot.

5.2. **Governors and students made the following comments.**

- 5.2.1. **What would be the difference between an EDI Champion and a course representative?** The course rep role centred around a particular course and dealt with issues such as workload, equipment etc. This new role was broader and centred around protected characteristics. There were currently a lot of voices that were not being heard, and this was about ensuring that students from different backgrounds could get involved.
- 5.2.2. **Was there any previous experience of running this programme?** The EDI Officer had run a similar programme with a primary school. This would be a different setting though.
- 5.2.3. **EDI Champions worked well in other colleges. These roles provided students with a peer who they could raise issues with. The EDI Champion could then take the lead on resolving issues with the support of the EDI Officer.**

5.3. **Governors noted the presentation on EDI Champions.**

## 6. **FACILITATED DISCUSSION**

6.1. The Director of Student Services gave a presentation on the Student Experience Strategy. The following points were highlighted.

6.1.1. Governors had committed to “Foster a vibrant, supportive environment where every student thrives and contributes to a diverse and welcoming community.”

6.1.2. This discussion followed on from the previous meeting of the Student Liaison Committee and a meeting of the Student Council which had provided the basis for the Student Experience Strategy.

6.1.3. The key points of the Strategy were:

- “We will ensure every student and apprentice has a sense of belonging, feels safe and knows how to look after their wellbeing.”
- “We will provide welcoming and inclusive spaces”
- “We will deliver embedded, tailored support and personal development to ensure our students and apprentices achieve their full potential”
- “We will deliver communication and engagement that is relevant, impactful and meets the needs of our students and apprentices”. This had been updated following consultation with the Student Council.
- “We will ensure our students, apprentices, customers and stakeholders experience a consistently excellent service, from enquiry to graduation”
- “We will support our students to develop an understanding of the world beyond college”

6.1.4. Underpinning this were statements setting out how this would be achieved.

6.1.5. Following on from previous discussions at the last meeting.

6.1.6. The questions for students were:

- Does this cover the things you feel we need to work on?
- Are there any gaps, or things you think we need to takeout?

- Do you think the 'we will' actions will deliver the objectives? What else might we include?

## 6.2. **Course representatives and governors provided the following feedback.**

- 6.2.1. **Communication could be improved through students speaking with other students.**
- 6.2.2. **Communication channels were overloaded with too much information. The College could put out information on social media.**
- 6.2.3. **1:1 sessions took place once a term. More time was allocated to students who are struggling meaning that students who were doing well were not always supported to do even better.**
- 6.2.4. **Students often felt that PD sessions were not always relevant to them. Some students thought that they could learn life skills elsewhere.**
- 6.2.5. **There could be mentors who were not lecturers who students could talk to about things that they may not necessarily want to speak with their lecturers about.**
- 6.2.6. **How could the College ensure that PD was delivered correctly and consistently? How could PD sessions be better structured and the lecturers more engaging?**
- 6.2.7. **There was always a low response to student surveys. A great time to complete surveys would be during lessons.**
- 6.2.8. **It was important that communication reached everyone. In-person communication was best for this.**
- 6.2.9. **Students wanted better student-teacher relationships. It would be a good idea to send out surveys before students met their lecturers. This could help lecturers to get to know their students much sooner.**
- 6.2.10. **How would delivery of the strategy be monitored?** There would be KPIs that would be monitored by governors. The Student Liaison Committee would also receive updates.

## 6.3. **Governors noted the presentation on the Student Experience Strategy and the feedback from course representatives.**

## 7. **REPORT FROM THE CHAIR OF THE STUDENT COUNCIL**

### 7.1. The Chair of the Student Council provided a report from the meeting of the Student Council. The following points were highlighted.

- 7.1.1. The Student Council met with the Principal. There was a discussion around developing skills, partnering with employers, connecting with communities and transforming lives. The Principal also discussed the College's values and the forthcoming strategic plan.
- 7.1.2. The Director of Student Services followed this up by emphasizing the importance of student feedback. Students raised the following points:
  - 7.1.2.1. The need for better communication and student voice
  - 7.1.2.2. More welcoming and inclusive spaces

- 7.1.2.3. Tailored support instead of a “one size fits all approach”
- 7.1.2.4. A stronger sense of belonging and involvement in College decisions
- 7.1.2.5. Consistency from enrolment through to graduation
- 7.1.2.6. Preparing students for the world beyond College, not just the classroom.
- 7.1.2.7. Effectiveness could be measured through simple surveys and quick “thumbs up/thumbs down” tools.

7.1.3. The Director of Estates and Campus Services met with the Student Council to discuss estates and campus safety. The Council was updated on the recent gas-leak at APC, progress on the Aerospace block, new campus seating, the new access barriers and recent fire alarms at APC which were triggered maliciously.

7.1.4. The Careers Service met with the Student Council to discuss how students could access guidance at all three campuses. Students made the following suggestions: more visibility and promotion of the Careers Team, larger, clearer posters for drop-in sessions, support with finding work experience placements, flexibility for those who have lessons during drop-in hours.

7.1.5. The IT Service Delivery Manager provided an update. The main points were around student MFA, logging tickets, and the ongoing upgrades. Students raised the following issues: Wi-Fi dead zones, laptop connection issues and student work being deleted in some areas

7.1.6. One of the Student Liaison Officers introduced the Active Lifestyle programme which offered activities such as boxing, football and swimming.

7.1.7. Finally, the Student Union updated the Student Council on their two priority areas: more seating across the campuses (especially SMC) and making the campuses more equal in terms of activities.

7.2. **Governors noted the report from the Chair of the Student Council.**

## **8. PRESENTATION ON THE WORK OF THE STUDENT UNION**

8.1. Members of the Student Union Executive presented an update on their work. The following points were highlighted.

8.1.1. The SU had held a fundraiser alongside the Red Cross to raise money for Jamaican hurricane. £150 had been raised. The decision to work with the Red Cross had been taken due to the support that the charity had previous given to the family of one of the SU officers.

8.1.2. Christmas Crunch had been held at all three campuses. Food and drink had been given out as a way of wishing students a “happy holiday”. It had also been an opportunity to promote the SU.

8.1.3. A trip to the Houses of Parliament had been arranged. After visiting the House of Lords, the SU visited other parts of London.

- 8.1.4. Three SU officers had been delegates at the NUS England Conference. The focus of the conference had been the cost of living, student rights and support for students. It had provided an opportunity to network with other SUs.
- 8.1.5. The Student Governors' Summit had provided an opportunity for the College's student governors to receive further training.
- 8.1.6. Students visited the Holocaust Memorial Centre and had come away with more understanding of how hate can grow, and how it can be prevented in the future.
- 8.1.7. The SU Development Day had a good turnout. The day involved an officers' workshop, event management activity, EDI and safeguarding training and provided an opportunity to review the development plan.
- 8.1.8. The Beyond Belief brought together students of different religions and provided an opportunity for everyone to learn about each other's beliefs and cultures.
- 8.1.9. Students had been represented at
  - The Student Liaison Committee
  - The Student Governor Summit
  - The EDI Committee
  - The Student Council
  - Interviews for a new Student Liaison Officer
  - There had also been five meetings of the Executive.

**8.2. Governors and students asked the following question.**

- 8.2.1. **Would the Student Development Day be a reoccurring event?** This depended on what the next SU Executive decided.

**8.3. Governors noted the presentation by the Student Union Executive.**

**9. ANY OTHER URGENT BUSINESS NOTIFIED TO CHAIR PRIOR TO THE MEETING**

- 9.1.1. There was no further business.

**10. DATES OF NEXT MEETINGS**

- 13 May 2026