

To: RAISE Members
From: Jill LeBihan
Date: 12th September 2024
8-9am

RAISE Annual General Meeting 2024

MINUTES

Attendees: Tom Lowe, Ellie Mayo-Ward, Jill LeBihan, John Parkin (online), Kevin McStravock, Claire Garden, Conor Naughton, Cinnomen McGuigan, Daisy Bao, Faye ap Geraint, James Cantwell, Rachel Forsyth and **6 RAISE members in person (and three online).**

Apologies: Ella Dyer, Eugenie Johnson, Ashley Storer-Smith

| Item | | Lead |
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| 1. | Welcome, introductions and apologies for absence <ul style="list-style-type: none"> TL welcomed the members of the AGM | Tom Lowe (Chair) |
| 2. | Minutes and matters arising from previous AGM September 2023 <ul style="list-style-type: none"> JLB notes that there are no matters arising from the last AGM Amendment to Attendees from 2023 minutes noted (Cinnomen McGuigan was present but not listed) | Jill LeBihan (Secretary) |
| 3. | Chair's Review of 2023/24 <ul style="list-style-type: none"> Embedding new roles to the committee; new roles were strategically chosen Sector voice for QAA Quality Code RAISE is independent of any one HEI and commissions freelance consultants to support administration and journal production Sector disruption and RAISE's position for SE stakeholders Return of research funding – belonging guide and research call 2024 Successful 2024 conference at Leicester with good delegate numbers both in-person and online First conference in the nations – Glasgow 2025 Thanks to committee members who all act in a voluntary capacity | Tom Lowe (Chair) |

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| 4. | <p>Elections</p> <ul style="list-style-type: none"> • 3 positions available (Secretary, Marketing Officer, SIG Co-ordinator) • Anyone who registered for the conference and gave consent were given sent an individual link to vote; QR codes also available from the conference • Elections close at 5pm on 13th September 2024 • Call to ask people to vote in sessions if they are chairing or attending | <p>Faye ap Geraint (Professional Services Representative and Returning Officer)</p> |
| 5. | <p>Finances and Budget</p> <ul style="list-style-type: none"> • JP gives brief overview of the budget, with a focus on prudent spending, given current constraints in the sector • Balance at the start of the year: £58, 232. • Balance in our accounts as of 31/7/2024: £66,115. • Total spend in 2023/24: £15,371. • Our main costs are staff, SEHEJ and committee meetings. • Our main source of income is the RAISE conference. • Main actions for the year: ensuring the financial sustainability of RAISE • Committee and Members voted unanimously to approve the amendment to the constitution to allow one signatory to approve spending | <p>John Parkin (Treasurer)</p> |
| 6. | <p>Review of RAISE activities for 2023-24: Committee Report</p> <p><i>Communications and marketing</i> Kevin McStravock</p> <ul style="list-style-type: none"> • X (formerly Twitter): 2,571 followers, a small increase from last year. Continuing to monitor our presence on the platform in line with broader developments. • LinkedIn: 976 followers, up 459 from August 2023. This represents a 88.78% increase year on year. • Instagram: Closed this account in Spring 2024 due to lack of activity <p><i>Membership</i> Jill LeBihan</p> <ul style="list-style-type: none"> • No cost to join RAISE and no cost for managing (as done through JISCmail) <p>JISCmail</p> <ul style="list-style-type: none"> • Continued pattern of modest net growth of subscribers annually • August 2024: 1414 subscribers (August 2023: 1267; 2022: 1223; 2021: 1096) <p>Advance HE</p> <ul style="list-style-type: none"> • 143 subscribers (up from 121 subscribers in August 2023) <p><i>Journal</i> Rachel Forsyth</p> <ul style="list-style-type: none"> • RF gives a brief overview of SEHEJ and its purpose • Current call for contributions for special issue on engaging with students' voices | <p>RAISE Committee Members</p> |

- Almost 75,000 abstract views and 20,000 article downloads since last AGM
- Volume 6 coming soon
- Expression of interest deadline 27 September 2024

SIGS

Tom Lowe

- SIGs are free to join communities
- Happy to receive applications for new SIGs
- Notes that SIGs come and go, representing changes of interest
- **Partnership SIG:** 20th May 2024: "The Role of Students as Partners in Developing More Compassionate Curricula" (in person Liverpool John Moores University)
- 31 January 2024: "Encouraging Commuter Students to Engage" (online)
- **Research and Evaluation SIG**
Closure of SIG in Winter 2024/25 following launch of Special Issue of *Student Engagement in Higher Education*
- **Early Career Researchers' SIG**
Co-edited Special Issue with Research and Evaluation SIG in February 2024

RAISE Reading Group

Jill LeBihan and Rachel Forsyth

- JLB gives an overview of the reading group; takes place on first Monday of the month.
- 7 groups held from Oct 23-July 24
- Registrant numbers go from 10 to 49 but actual attendees are usually approximately 6-20 (both new and regular attendees)

Student Committee Members Update

Cinnomen McGuigan, Daisy Bao, Conor Naughton

- Re-launched RAISE Student Blog welcoming contributions from students and student officers on a range of topics
- Launched RAISE Student Belonging Good Practice Guide alongside committee members
- Grown Students' Union engagement in RAISE an area set to develop further with the newly elected SU representative committee role
- Continued to amplify student's voice in all RAISE decision-making

RAISE Student Belonging Good Practice Guide

Claire Garden

- Launched in early 2024
- Useful and accessible
 - Literature review encompassing main themes
 - Signpost existing practical resources

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| | <ul style="list-style-type: none"> • Co-created across HE professions and organisations <ul style="list-style-type: none"> • 3 case studies from 3 universities at different stages of implementation • Limited number of physical copies available during the conference! <p><i>Buddy scheme</i> James Cantwell</p> <ul style="list-style-type: none"> ▪ Re-launched RAISE Buddy Scheme, welcoming 102 members across academics, professional service staff, management colleagues, PhD, PG and UG students. ▪ The first year represented a pilot of the scheme, with buddies paired in December 2023. ▪ The scheme trialled a few different aspects: <ul style="list-style-type: none"> ○ Paired as well as grouped buddies ○ Wider resource and use of data to pair buddies, based on their interests ○ Buddy Scheme 'Insight Sessions' ▪ Online Insight Sessions responded to the areas of development that buddies expressed interest in upon registration <ul style="list-style-type: none"> ○ Conor Naughton, How the Haves and Have Nots are Impacting Student Belonging and How We Can Begin to Change This, Tue Mar 26 ,1-2pm ○ Claire Garden, Designing and Delivering Student Engagement Projects', Thu Apr 18, 1pm – 2pm ○ Tom Lowe, An Introduction to Student Engagement in Higher Education, Mon 28 Apr, 2-3pm <ul style="list-style-type: none"> • James presented positive evaluation data from participants and changes responding to feedback. • We welcome all applicants who have an interest in student engagement, including: students, academic staff and members of professional services, from the UK and internationally. • The RAISE buddy scheme will expand the new aspects trialled in the last year: <ul style="list-style-type: none"> • Paired as well as grouped buddies • Wider resource and use of data to pair buddies, based on their interests • More Buddy Scheme 'Insight Sessions'. • Closer communication with the coordinator. • The Buddy Scheme will commence in October 2024. | |
| 7. | RAISE Conference 2025 at University of Glasgow <ul style="list-style-type: none"> • 4-5th September 2025 | Tom Lowe (Chair) |
| 8. | Thanks to committee members standing down | Tom Lowe (Chair) |

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| | <ul style="list-style-type: none">• TL thanked all the committee members standing down for their expertise and for volunteering their time (Eugenie Johnson, Jill LeBihan, Tosha Nembhard). There were no comments or questions. | |
| 9. | Date of next annual general meeting: 5th September 2024 (TBC) | |