



west lothian
college
student association

YOUR VOICE ONLY LOUDER



West Lothian College Student Association

Strategic Plan
2017-2019



Introduction

West Lothian College Student Association was officially established in 2014 where two years of funding were granted by the Scottish Government in order to develop 'autonomous and sustainable' Student Associations throughout the Scottish Further Education sector.

In the initial year 2014-15, The Student Association team comprising of our, first full time sabbatical President, part time Vice President and Development Officer, created our own recognisable brand which included a logo and strap line. We also located a space which would be utilised as a Student Association office. This provided a sense of identity, belonging and ownership and a friendly informal place where students could drop in for a confidential chat and support from other students. A number of competitions and focus groups were run to ensure Students were at the forefront of the design process.

2015-16 saw the development of our foundations. Our constitution and code of conduct were created in order to provide a framework for the Student Association and a way for our team to be held accountable for their actions. In addition, a number of training materials were developed alongside a strategic plan and operational plan to ensure formal direction.

Furthermore, an evaluation was carried out of the Student Association structure and its overall effectiveness. It was concluded that the structure could be more effective with better College/Student Association partnership working with the introduction of seven part time vice presidents, one from each academic centre. This new structure was approved and trailed in 2016-17. A new Student Association structure was formed comprising of one full time sabbatical student President, seven part time Vice Presidents all supported by the Development Officer. Our Student Association has evolved and grown to meet the ever changing needs of our students. We continue to listen to their needs, work in partnership with the College and support students throughout their college experience.

The main aims of the student association are underpinned within this strategic plan. We will always put our students at the forefront of any decision and act in their best interests to ensure that all West Lothian Students have a fantastic College experience.

Our Vision

Our Mission Statement:

“Our Mission is to use a holistic approach; listening to our students needs, offering continued support and representing their views, in order to enrich their overall College experience and feel valued members of our community.”

**‘Your Voice Only
Louder’**

Our Aims

To support and improve the way in which learners can impact their own learning and teaching; to ensure there is appropriate and sufficient support and representation for all of our learners; to ensure all learner views are listened to in an appropriate manner; to implement plans and processes to ensure changes are made where appropriate; to organise educational talks, workshops and events; to signpost to internal and external departments and partners; strengthen partnerships and provide an exceptional service which adds value to the Students and the College

Our Values

- We will act with honesty, integrity and in a confidential manner
- We will only act in the best interests of the students
- We will provide on-going support for our students which may include sign posting to other suitable services.
- We will always promise to be helpful, answer all enquiries and respond to any query/comment within a timely manner (usually 5 working days)
- We promise to respect the views of others and value other’ opinions.
- We promise to always act in a non-discriminatory way
- We promise that we will always represent the views and needs of our students through discussions and research of their views
- We will strive to become sustainable by creating process, procedures and training materials
- We will strive to become autonomous
- We will strive to work in partnership with West Lothian College to ensure the best outcome for all of our Students



Our Objectives

1. Representation

We will do this by:

- Ensuring that there is one full time sabbatical Student Association President and seven part time Vice Presidents
- Ensuring there is representation on College Committees to Board level
- Creating and implementing a robust Class Representative Structure and Training plan
- Ensuring there is sufficient support for all Students who attend Course Meetings
- Creating and implementing volunteer roles and ensuring there is sufficient support for them
- Ensuring long term strong partnerships are continued with the College
- Providing our Students with sufficient information regarding the Student Association and what it does.

2. Direct Support

We will do this by:

- Providing a place where Students can come with queries/enquiries
- Providing a channel for Part time students where they can request support
- Supporting Students with informal and formal college procedures/policies
- Supporting processes through expertise knowledge, financial support and appropriate representation and advice
- Supporting Students in order to provide feedback in a variety of ways for improvement purposes.
- Supporting individual centres in relation to specific needs



Our Objectives

3. Communication

We will do this by:

- Introducing a variety of communication methods in order for Students to engage in activities, events and feel supported in their college journey
- Creating a Student Association Facebook, Moodle and Website page
- Creating Student Association Posters
- Creating a Communication Plan based on Student needs
- Creating a consistent channel for communication

4. Developing Student's Skills

We will do this by:

- Encouraging, training and supporting all students in relation to Student Association
- Providing educational events in line with our monthly Calendar of Events
- Providing Volunteer opportunities for our learners within the Student Association and externally with our Volunteer Hub
- Listening to our Students and running beneficial activities, workshops and training sessions



Our Objectives

5. Providing social opportunities and creating a sense of community

We will do this by:

- Ensuring that there are opportunities for all students should they wish to play an active role within the Student Association
- Creating societies and groups at student request
- Supporting Scottish Student Sport
- Supporting our newly created Volunteering Hub
- Ensuring there is on-going Student Association Development and process
- Achieving awards and celebrating success

6. Student Association and Process

We will do this by:

- Updating our Constitution
- Creating a Code of Conduct so our Officers can be held accountable for their actions
- Creating a robust training and induction programme for our Student Association President and Vice President to ensure sustainability and easy transition.
- Creating a strategic plan in order to implement a strategic and planned approach in order to add value
- Developing a partnership agreement with West Lothian College to ensure our strong partnership is continued.