



# University of St Andrews Students' Association Education Committee

## MINUTES

Monday 21 September 2015 – Committee Room – 6pm

### Present

#### **Member's Name**

Eleanor Mullin  
Lily Barnes  
Amelia Hunter  
Claire Brodie  
Marjan Magharehi  
Timothy Stackhouse  
Sarah Alexander  
Kirsty Mearns  
Ilaria Gidoro  
Eilidh Reid  
Kit Klaes  
Nic Wells  
Megan Bruce  
Mira Boneva  
Louis Fearn  
Raghav Mehra  
Hussain Raja  
Verity Baynton  
Tania Struetzel  
Sally Allmark  
Tomi Baikie  
Deborah Moffett  
Louise McCaul  
Imogen Hawley

#### **Position**

Arts & Divinity Faculty President  
Art History School President  
Biology School President  
Chemistry School President  
Classics School President  
Divinity School President  
Earth & Environmental Science School President  
Economics & Finance School President  
Education and Representation Coordinator (Minutes)  
English School President  
Film Studies & Music School President  
Geography & SD School President  
History School President  
International Relations School President  
Management School President  
Mathematics & Statistics School President  
Medicine School President  
Modern Languages School President  
PG Convenor  
Philosophy School President  
Physics & Astronomy School President  
Psychology & Neuroscience School President  
Science & Medicine Faculty President  
Social Anthropology School President

### Absent

#### **1. Welcome**

#### **2. Apologies**

#### **Member's Name**

Tomi Baikie

#### **Position**

Physics School President

#### **Reason**

### **3. Review of Orientation Week**

Everybody presented a short report. Some SPs informed of how Orientation events had gone or mentioned upcoming social or careers events. Among the others, Megan was introducing a mentoring scheme in her School. Eilidh had an informative drop-in session. Mira mentioned she received good feedback from students about her emails (twitter style—140 words maximum with word count at the end.)

### **4. DoRep Business**

#### **4.1 Class Rep Elections: Update**

Joe thanked Tania, Eleanor and Louise for their help.

Eleanor informed that everybody would be able to check votes online.

It was asked if there is documentation on election procedures or rules on campaigning. There are no guidelines. Eleanor: class reps could campaign, but not during classes, not to waste class time. Joe: SPs can decide whether to allow campaigning in their Schools, but it should be equal.

Kirsty asked when she should organise in-class elections. Eleanor suggested SPs ask their DoPG to organise and advertise elections for PG students.

#### **4.2 Library Seat Hogging Campaign**

Joe introduced this new Library policy, which is going to start in the next few weeks. He suggested SPs used Library Reps to promote the campaign when the policy started.

Lily asked which is the official rule regarding the use of study spaces, as some students in the computer room in Buchanan were told to leave. Joe said he would look into it.

**Action: Joe to find out about any rule on the use of study spaces.**

#### **4.3 Joint Honours Dissertation: Review**

Joe asked how well information about this was given by each School. Louis reported that JH dissertations are not happening in the School of Management. Joe replied that in theory this is a possibility for all Schools. Eleanor advised that we should start advertising for next year.

#### **4.4 Early Information: Review**

Tania informed that last year a working group was created with the purpose of ensuring that information about module content/structure was disseminated early enough before the start. She asked what the situation was like in each School. Only about half of the SPs felt satisfied with the current situation. Some brought up the issue that students do not know where to find this information. Kirsty mentioned that staff in charge of giving information on the dissertation sometimes did not reply to students' emails. Tim reported that students had not been given the module handbook of one module until one week before. Nic informed that

there is no timetable yet for assessments in Geography. Eleanor suggested that SPs with this problem talked with her after the meeting.

#### **4.5 Collaboration Statement Working Group Leaders**

The purpose of this section was to appoint leaders for working groups.

##### **4.5.1 Feedback**

**Sally was appointed.**

##### **4.5.2 Supervision**

**Mira was appointed for PGT supervision.**

**Amelia was appointed for final year UG supervision.**

#### **4.6 Advising**

**Eilidh and Raghav were appointed.**

#### **4.7 Reading Week Alternative**

Some SPs reported they have some sort of reading week.

**Action: All SPs to check in their Schools if there is a reading week alternative and dates, and send details to Ilaria.**

#### **4.8 Mid Semester Module Evaluation**

With a module evaluation in mid semester, we can actually see change during the semester instead of after. Eilidh informed they already tried this last year, and the module was improved accordingly. It was run informally, with a few questions on a sheet distributed during a tutorial. Kirsty reported that her School also plans to do it.

Eleanor was concerned about the effect of this mid semester module evaluation on SSCCs. In her opinion, with these surveys, students would feel less inclined to talk to CRs, and it would also undermine the purpose of SSCCs. Mira argued that in such a big School as IR, they do need these module evaluations.

Joe proposed to move forward and discuss this point in more detail during the next EduCom meeting.

### **5. FP Business**

#### **5.1 Diversity of Assessment**

Eleanor informed that she was looking for people interested in working towards increasing the diversity of forms of assessments, in three or four Schools, to make Honours modules more diverse, or to have more modules assessed 100% on coursework.

#### **5.2 Joint Honours Information**

Every School should have an easy to navigate handbook for joint honours students.

**Action: All to find out if there is a handbook for joint honours students in their Schools.**

### **5.3 Praise for Marks**

Students should be told when they perform exceptionally. There should be a university-wide system that involves lecturers sending a letter/email to students when these get 16.5 or above for an assignment (for each assignment, not for the final module grade.) Eleanor added that in Philosophy this letter is sent by the HoS or the HoD and there is a template, and it also works for Sub-honour students.

## **6. General Business**

### **6.1 3 Strategic Goals for the Year**

The EduCom should decide education goals to accomplish as a team.

**Increasing inter-departmental collaboration was chosen as one goal.** Eleanor suggested each School should do at least one event/project a year with each School in the same Faculty.

**Increasing study spaces was chosen as one goal.** Each School should find some spaces in the department during exams. Megan suggested to chose another goal as this was done last year. **Joe moved to discuss this point during the next EduCom meeting.**

Eleanor proposed 'diversity of assessment'. Other proposals were made and this point would be discussed in the next meeting.

**Action: All to think about a third goal.**

## **7. AOCB**

Joe encouraged all to advertise elections.

Joe stated he cannot share NSS results with SPs. The School should share these.

**The meeting adjourned.**