



Education Committee

St Andrews Students' Association

Meeting date: 24/09/20 (6pm) via MS Teams

MINUTES

1. Introduction (**Chloe–5mins**)

- Chloe thanked the School Presidents for their work during class rep elections

2. Class Rep Plan and Training Information (**Amy – 15 mins**)

- Training times are going to be 5-7pm on Saturday this week
- Amy talked through the rep training document – there will be hundreds of reps joining this call, so please turn up 10 minutes early
- Amy will be coordinating a training pack to send to the class reps, including a video
- Amy talked through the training session schedule – more information is in the document shared
- Note about the Dual Mode Delivery survey
- **Key tasks for SPs** – calling people in, leading your School's breakout session, helping reps navigate Teams
- Lucy Matthews – wants to split into departments, instead of the whole School in one channel; Amy agrees
- Elinor Layne – what happens if a rep cannot make it? Amy says we will be recording the group discussions and releasing those, Padlets will be accessible and the video is essential. SPs can meet up with reps who missed the session afterwards
- Emma Johnston – request to explain 'calling in reps'; Amy provided an explanation of how to do this
- Ryan Gibb – will SPs have to contact reps about this? Amy explained information will be synthesised and SPs can then send it out

- Rachel Neighbour – can I let reps know the time of the training? Amy says yes
- George Watts – question about the notice provided for the training; Amy appreciates this point – feel free to let reps know the time this evening with more information to follow tomorrow
- **Action:** Please update the master list of class reps tonight
- Geraint Morgan – do we have to do co-options by this evening? Amy says please do it by 5pm tomorrow (Friday evening)
- **Co-options** – if one person is running, they can be co-opted; if more than one, we run another election via the portal

3. Wellbeing Officer Feedback (**Chloe–5mins**)

- Adam Welstead – in charge of the wellbeing officer programme in Schools, and is requesting some feedback from Presidents
- Chloe is going to send an email to everyone asking for this feedback
- **Action:** Think about how the wellbeing officer is working in your School

4. Sustainability Reps (**Amy–10mins**)

- Point with reference to email from Hanna Lundstrom
- Please note that these reps are centrally-managed, NOT managed by SPs
- Amy provided an explanation of the role of these reps in improving environmental and sustainability in Schools
- Do not feel like you need to run events for them
- Hannah Koegler – does every school need to have a rep?; Amy does not have an answer – reiterated that it is not the SP's job to successfully find a rep

5. Survey of In-Person Teaching (**Amy – 10 mins**)

- Explanation of the survey about to be sent by Dan, Association President, which will inform the Union's position on in-person teaching
- Asking for help in supporting the spread of this survey
- Narrow window for the survey – closes on Wednesday
- Email tomorrow, nudge on social media, emails on Monday and Wednesday to drive up turnout
- Murray Whyte – concern about emailing so much, can this be sent from the Association?; Dan will send email on Monday
- Abi Whitefield – will there be anything for PGRs who teach in the survey?; Amy says the survey is for all students at all levels

- George Watts – can we informally push the survey?; Amy says yes, group chats are fine
- Emma Johnston – question about the narrow window for the survey; Amy says it is because there are other moving factors
- Sarah Johnston – are staff aware of the survey, will it affect other teaching surveys? Point about survey fatigue; Amy says this is separate from normal teaching surveys

6. AOCB

- Elinor Layne – question about training sessions for expansion packs; Amy says these will be in Week 3
- Rachel Neighbour – are expansion packs allocated during the training session?; Amy says yes
- Rachel Neighbour – if reps can't make it, will they be excluded from expansion pack consideration?; Amy says info will go out tomorrow on the packs with a request to email SPs if someone is interested in the positions
- Belinda Hawes – can we have more than one rep per expansion?; Amy says yes
- Emma Johnston – question about ModLangs pooling of expansion packs; Lucy Matthews provided an answer
- Lucy Matthews – has already made a ModLangs-specific email; Amy says this is fine

Meeting adjourned 6.45pm