

# University of St Andrews Students' Association

## Education Committee

September 29<sup>th</sup> 2014, 6pm, United College Room 32

### MINUTES

**Present:** Ondrej Hajda (*DoRep*); Darya Smirnova (*SRC Education Officer*); *Faculty Presidents:* Charlotte Potter (*Arts/Divinity*), Katy Rae (*Science/Medicine*); *School Presidents:* Yeung Cheung (*Management*), Janine Gallagher (*Modern Languages*), Hannah Smith (*English*), Kelly Johnston (*Mathematics & Statistics*), Eleanor Mullin (*Philosophy*), Danielle Polemeni-Hegarty (*Social Anthropology*), Louise McCaul (*Physics& Astronomy*), Hannah Chinn (*Art History*), Louise Cameron (*Biology*), Rhiann Ferguson (*Chemistry*), Maxwell Fabiszewski (*Classics*), Alexey Sazonov (*Computer Science*), Alex Taylor (*Divinity*), Katy Relph (*Earth & Environmental Sciences*), Oliver Harrison (*Economics& Finance*), Jack Carr (*History*), Ainikki Riikonen (*International Relations*), Dawnn Khoo (*Medicine*), George King (*Geography& SD*).

**Apologies:** Mary Kempnich (*Psychology & Neuroscience*), Marcin Kupiecki (*Film Studies*).

#### **1) Matters arising from Previous Meeting – Honours entry**

Everyone claimed to be familiar with the new Honours Entry policy. Certain Schools (*Biology, Chemistry, Computer Science, Geography and Geosciences, Maths, Physics*) introduced Qualified Entry to Honours, which means that if a student failed to get an 11 in their modules, they are allowed to retake the exams, and will get in to Honours if their grade is above 13.5. Ondrej explained that there is a separate procedure if extenuating circumstances apply.

A discussion was held about the new Honours Entry policy and the Education Committee was of the opinion that all students should have two chances for getting into Honours:

- Getting above 11.0 at the first sitting (automatic entry to Honours).
- Getting above 13.5 via at the second attempt (qualified entry to Honours).

It was recommended that a discussion about Honours Entry was held with the Proctor and Deans at the next School Presidents' Forum.

#### **2) Class Rep Elections Update**

Ondrej explained that if a position is not filled, in-class elections should be run. It was recommended that School Presidents got in touch with School secretaries who could help them with the election process.

Ondrej reminded School Presidents that after the release of the results at 5pm on Friday 3 October, School Presidents should email the Director of Teaching, Director of Postgraduate Studies, School Secretaries, and the Director of Representation with names and contact details on the newly elected Class Reps. The Students' Association would maintain a database of all Class Reps but it was highly recommended that School Presidents asked the relevant School staff to upload the new Class Rep details on the School websites.

### **3) Early Information Working Group Report**

Charlotte and Katy had a meeting of the LTC working group on Early Information. Early information means early information for pre-advising and consists of a draft module booklet, types of assessments, approximate dates of submission, teaching formats, and reading lists. Faculty Presidents want Schools to provide clear directions on how to search for early information and organise talks for students who are pre-advising into Honours modules. Faculty Presidents also encouraged School Presidents and Class Reps to organise informal pre-advising events to get to know better the staff teaching on the Honours level.

The Education Committee was in favour of the project. Some concerns were raised about teaching staff unwilling to share module information as a form protecting their intellectual property issues. Alexey pointed out that early information should also be available to prospective students.

### **4) Setting Agenda for School Presidents' Forum on October 13<sup>th</sup>**

Proposed agenda for the SPF:

- Honours Entry (Ondrej)
- Study abroad
  - Expansion of study abroad programmes (Oliver)
  - Financing for RUK students (Louise M.)

School Presidents were asked to email any additional SPF agenda points to Ondrej.

### **5) AOCB**

**Rectorial Election:** Ondrej announced that he was still looking for a Science School President who would be willing to join the Student Election Committee and advised everyone who was interested to email him.

**Feedback Working Group Report:** Maxwell said he would email everyone with information on the Feedback Working Group.

**SSCC minutes:** The question of missing past SSCC minutes was discussed. Charlotte informed the School Presidents that they should have received SSCC minutes from the previous School Presidents and if this had not been the case, they should contact the School Secretaries. Education Committee was reminded that approved minutes from SSCC meetings should be circulated to all students and also uploaded on the School website. It was suggested that Schools hold their SSCC minutes somewhere centrally (e.g. Dropbox).

**Closing feedback loop** was postponed till next Education Committee meeting.

#### **Next meetings:**

- School Presidents' Forum: October 13<sup>th</sup>, 5.15pm, Lower College Hall
- Education Committee: October 20<sup>th</sup>, 6pm, UCO: 32