Education Committee Meeting

Date | Time 6th *April 2023, 6:00 PM | Location* Beacon Bar

Meeting called by	Education Executive Committee	Attendees: Chase, Toni, Fran, Martyna, Noah, Iona, Kiera, Kirsty, Robbie, Emma, Rosa, Kiki, Syna, Carol, Robbie W, Zoe, Laurence, Claire, Madeleine, Alice, Rachel, Dan, Yasmin, Tom, Federica, Quinn, Catherine, Maggie, Robbie C
Type of meeting	Education Committee Meeting	
Facilitator	Faculty Presidents	Optional: n/a
Note taker(s)	Toni	Apologies: Ava, Anne, Patricia
Timekeeper	Toni	Absences: Grace, Anna, Taylor
		Please read:n/a
		Please bring: n/a

Agenda Item

Topic	Presenter	Time Allotted
Welcome - Martyna welcomes everyone to the last EduCom meeting in this academic year. - Reminder to get in touch with successors. - Reminder that exit interviews will take place soon. Emails will be sent out next week. Noah offers to talk about end-of-year reports which will be due on 1st June 2023. First draft is welcome before exit interview. EduExec will send out a collation of individual reports from throughout the academic year. Exit interviews will be with DoEd and respective FP.	Martyna	5 minutes

Vacant LC roles
- The roles for next year's Arabic & Persian Convenor and Russian Convenor are vacant.
- Option 1: election during Class Rep elections in September 2023
    o Detriment: difficult for incoming LCs because they will not have the same amount of training.
    o Benefit: easier for current EduCom because no immediate action is required.
- Option 2: by-election. Anyone who is eligible can submit a nomination and is then elected.
    o Benefit: students get to choose.
	Chase	10 minutes

○ Detriment: slower, also students may not vote during summer.
 - Option 3: co-option. Panel of people interview applicants.
    ○ Benefit: fastest option.
    ○ Detriment: no direct election.
 - Discussion:
    ○ Alice (LC Arabic & Persian): it makes no difference what option is chosen, as not many students would put themselves forward anyways due to the small size of the programme.
    ○ Madeleine (LC German): by-eleection helps raising awareness among student body.
    ○ Robbie Wallace (SP Computer Science): if a co-option had a great nomination turnout, could it be switched to by-election? Chase answers: yes.
 - Vote: a majority of EduCom members votes for running a co-option. It is decided that if more than one students put themselves forward, a by-election will be run.
 - Co-option panels:
    ○ LC Arabic & Persian: Federica, Alice, Quinn
    ○ LC Russian: Federica, Quinn, Dan
 - *Action Point*: Chase will get in touch with departments and volunteers.
 - Catherine (SP English) suggests mechanisms beyond emails to raise awareness and promote i.e. via posters and Social Media.
 - Rosa (SP History): what happens if there is no vote? Chase answers: Computer programme allots randomly.		

AOCB - Laurence (SP Divinity) asks for advice on how to circulate SSCC feedback to raise awareness for Action Points. Laurence relates that none of the module coordinators in the School of Divinity even opened the email. - Fran (FP Arts & Divinity) points out that module coordinators should attend SSCCs. - Rosa (SP History) relates that only she and the DoT and some Reps attended the SSCCs, but barely any module coordinators. Rosa relates that she has to schedule individual meetings with coordinators who do not show up. - Fran (FP Arts & Divinity): in the School of Management, Reps contact module coordinators in advance which may help raise awareness. Fran asks officers to consider passing this on to incoming officers. - Noah (Director of Education) recommends getting in touch with coordinators ahead of time so they are aware that their presence is strongly encouraged. The current Academic	Martyna	10 minutes

Representation policy is being reviewed by the incoming EduExec team. This policy aims at getting feedback mechanisms going. - Catherine (SP English): relates using Microsoft forms for feedback which allows downloading feedback in anonymised form that Catherine then sends to members of staff. This helps increasing accountability. All Reps have access to that which creates a larger engaging process. New reps also have access. - Laurence (SP Divinity): relates that she had Reps do action points for each module but staff are still not engaging. Catherine (SP English) recommends distributing a list of action points to track action. - Fran (FP Arts & Divinity) offers to set up a meeting with FP, DoEd and SP/LC in any of those cases such as Laurence's.		
Reps share highlight of the year as officers. - Robbie W (SP Computer Science): lecturer who Robbie had an argument with apologised in person. - Carol (SP Physics & Astronomy): got DoT to acknowledge that action needs to be taken concerning a questionable lecturer. - Syna (SP Economics & Finance): achieved more clarity on the Business School. - Kiki (SP International Relations): in an SSCC meeting a Professor acknowledged that decolonising the curriculum is a financial issue. - Rosa (SP History): clear extension policy. - Emma (SP Psychology & Neuroscience): monthly journal club meetings. - Robbie C (SP Medicine): finished SSCC on time, received very nice feedback. - Kirsty (SP Chemistry): mental health of graduating students was increased through socials. - Catherine (SP English): seeing the School come together more after the pandemic, seeing staff taking action. More diverse projects being initiated. - Dan (SP Modern Languages): better communciation between language departments. - Quinn (LC French): people read and respond to emails. - Federica (LC Comparative Literature): looks forward to continuing projects, podcast in collaboration with School of english, open letter and prospective project. - Tom (SP Classics): supported in overhaul of Ancient History Honours modules which sees more focus on entire ancient world, not just Greco-Roman history.		10 minutes

- Yasmin (SP Spanish): staff and student interactions post-covid. - Rachel (LC Italian): language cafes. - Alice (LC Arabic & Persian): language cafes. - Madeleine (LC German): Gerald (Associate Dean Education, Science) sent an email with various Action Points, books exchange in School. - Claire (SP Music): helped make University aware of importance of music, advocating for support. - Laurence (SP Divinity): managed to get the school to care more about feedback, more distribution of feedback. - Iona (SP Film Studies): got DoT to listen and pizza party - Kiera (LC Chinese Studies): getting feedback from subhonours students so that class structures are changing. - Maggie (SP Management): management ball. - Martyna (FP Science & Medicine): enjoyed working with officers and supporting. - Chase (Academic Representation Coordinator): emphasised that officers laid groundwork for really important change. - Toni (Academic Representation Intern): emphasised that people grow together and developed structures of collaboration. - Noah (Director of Education): awards, seeing people nominate and being nominated for their fantastic work. - Fran (FP Arts & Divinity): Arts & Divinity journal.		

Observers: None

Resources: