

# Education Committee Meeting

*Date | Time* 26<sup>th</sup> January, 2023 6:00 PM | *Location* Study Space, Students' Association

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

## Agenda Item

Topic	Presenter	Time Allotted
<p>Guest Speaker: Rebecca Wilson, CEED</p> <ul style="list-style-type: none"> <li>- Rebecca Wilson shares information on existing Mentoring Programmes:               <ul style="list-style-type: none"> <li>o Incoming Undergraduate scheme                   <ul style="list-style-type: none"> <li>▪ Training Programme is provided to mentors in advance.</li> <li>▪ Participants of the scheme have emphasised that the programme improved their employability skills (mentors) and helped them ease into university life (mentees).</li> </ul> </li> <li>o PG Scheme launching in summer 2023.</li> <li>o BAME scheme.</li> <li>o St Leonards scheme (PG buddy scheme, rather than mentoring scheme).</li> <li>o Gateway mentoring scheme: helps students from disadvantaged backgrounds.</li> </ul> </li> <li>- Rebecca invites representatives to come up with new schemes. Rebecca emphasises the importance of keeping in mind the great extent of setting up new programmes.               <ul style="list-style-type: none"> <li>o CEED provides software, resources (i.e. information on GDPR), and further guidance.</li> </ul> </li> <li>- Rebecca asks for input on what programmes officers would like to see in the future</li> </ul>	Rebecca Wilson	15 minutes

<ul style="list-style-type: none"> <li>○ CEED is happy to provide templates for mentoring schemes that have been run in the past</li> <li>- <i>Question</i> (Kirsty – SP Chemistry): do all schemes have to be run past CEED?. <i>Answer</i>: yes, if the scheme relates to academic matters.</li> <li>- <i>Question</i> (Zoe – SP Maths &amp; Stats): In the School of Maths &amp; Stats, PGs have asked for advice on aspects concerned with life in St Andrews which is different from the existing scheme that aims at providing academic advice. Would this be something that CEED could still offer? <i>Answer</i>: yes, that is possible, it would be a mixture of both, though.</li> <li>- <i>Question</i> (Tom – SP Classics): In Classics, there are different degree tracks. When students are paired up, is there a way to make sure that only students within the respective degree paths are paired up? <i>Answer</i>: CEED tries to match people up according to their degrees. Rebecca commits to bringing this feedback back to CEED to look further into this particular issue.</li> <li>- Kirsty (SP Chemistry) asks for increased visibility of mentoring scheme as some people have related that they did not know about. Rebecca answers that CEED is in the process of planning an event during Freshers Week for next year. CEED is also looking into ways of re-freshing training, as training takes place early in the summer.</li> <li>- Zoe raises that students on direct-entry degrees would particularly benefit from a mentoring scheme tailored towards their needs.</li> <li>- Catherine (SP English) suggests a careers skills/employment training-oriented scheme. Microsoft form could be used for regular check-ins.</li> <li>- Rebecca asks for feedback by next week Friday (mentoring@st-andrews.ac.uk)</li> </ul>		
<p>UAF Discussion Points</p> <ul style="list-style-type: none"> <li>- The next Undergraduate Academic Forum will take place in Week 4 (9<sup>th</sup> February 2023, 7pm).</li> <li>- Reps are asked to fill out a form for individual comments related to who should be invited and what should be discussed.</li> <li>- Results will be followed up on at next EduCom.</li> <li>- Claire asks to make an agenda point reflecting on last semester's UAF. Fran asks Claire to put this down in the form.</li> </ul>	Fran	5 minutes
SSCC	Fran	5 minutes

<ul style="list-style-type: none"> <li>○ All Representatives are reminded to set dates for this semester and to inform Class Reps about sending out surveys in-time and also to meet with Reps before. <ul style="list-style-type: none"> <li>● Reminder to bring up issues Officers would like more feedback on in preparation for UAF.</li> </ul> </li> <li>○ All Representatives are reminded to use Microsoft and not Google forms for data security reasons.</li> <li>○ All Representatives are reminded to inform EduExec if any issues arise.</li> </ul>		
<p><b>Strike Dates</b></p> <ul style="list-style-type: none"> <li>○ 18 days (about 2 and a half weeks of the semester) have been announced.</li> <li>○ Clarification: students can ask staff if coursework (that falls into period of Industrial Action) can be moved to a non-strike day but staff are not obligated to follow that request.</li> <li>○ All Representatives are reminded to send out emails to students in advance. The UCU website will have the most recent information available.</li> <li>○ All Representatives are reminded that staff are not obligated to inform students about whether they will participate in Industrial Action.</li> </ul>	Fran	5 minutes
<p><b>Elections</b></p> <ul style="list-style-type: none"> <li>○ Nudge Forms are Open: all Representatives are asked fill them out (school trustee, sabb roles, SRC roles, officer roles) and nudge potential candidates.</li> <li>○ Chase will send out information regarding events in the lead-up to elections. Officers are not obligated to attend but are strongly encouraged to.</li> <li>○ All Representatives are reminded to keep in mind time management.</li> <li>○ Noah, Fran and Martyna invite everyone to ask questions about their roles of Faculty Presidents and Director of Education.</li> </ul>	Fran	5 minutes
<p><b>Entry into Honours</b></p> <ul style="list-style-type: none"> <li>- Uni-wide conversations regarding changing the policy that currently holds that Honours entry is granted from a grade 11 to 7. Fran asks Representatives to advertise this in student spaces and/or upcoming meetings with DoT/staff members.</li> <li>- The motion is approved by LTC and now awaits approval from Senate. <ul style="list-style-type: none"> <li>○ Kirsty adds that this was discussed at length in the Teaching Committee in the School of Chemistry last semester. One thing that was brought up is that there is a standardised policy for Science &amp; Medicine and Arts &amp; Divinity. Fran commits to talking about this</li> </ul> </li> </ul>	Fran	15 minutes

<p>with Noah and suggests that this could be brought up at UAF. Fran adds that, since this has passed LTC already, it may be difficult to break up at this point but emphasises that it is worth raising.</p> <ul style="list-style-type: none"> <li>○ <i>Question</i> (Robbie C – SP Medicine): has anyone’s school had issues with exam passing in the past semester? Kirsty agrees.</li> <li>○ Claire (SP Music Centre) adds that conversations surrounding AI use in examinations have taken place in Biology as well. Martyna adds that this is being looked into and will be addressed at the next Learning &amp; Teaching Committee (LTC).</li> <li>○ Madeleine (LC German) adds that in German, especially 2<sup>nd</sup> years struggled with in-person exams last semester, while Honours students were not informed about the fact that in-person exams would be brought back for them. Surveys have shown that students are very distressed about this. Students feel discouraged to take German further into Honours.</li> <li>○ Catherine (SP English) relates that she felt as though it was on her as SP to create a programme that would prepare students for in-person exams. Catherine suggests appealing to the LTC for running mock exams. Catherine also raises that feedback for assessments was provided way later than in previous years which should be included in future discussions of the academic calendar.</li> <li>○ Conversation is continued next week.</li> </ul>		
<p>Rector’s Assessor: feedback on the cost-of-living crisis</p> <ul style="list-style-type: none"> <li>- Stella Ezeh (Rector’s Assessor) shares that there will be a meeting on the cost-of-living crisis at the end of February in London. Stella asks for input from Representatives on how the cost-of-living crisis is impacting students.</li> <li>- Representatives are encouraged to reach out to Stella (rector@st-andrews.ac.uk) and to pass this information on to students. Fran offers to send out a survey which will be passed on to Representatives to share with their constituencies.</li> </ul>	Stella Ezeh	5 minutes

**Observers:** None

**Resources:**