Education Committee Meeting

Date | Time 9th *March, 2023 6:00 PM | Location* Small Rehearsal Room, Union Building

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

Agenda Item

Topic	Presenter	Time Allotted
Mears Group plc. Open letter - Open Letter proposed by Zoe (SP Maths & Statistics): letter is on the University's affiliation with Mears Group plc. - Fran (FP Arts & Divinity) clarifies that the letter can be signed by members of EduCom as being in their officer positions if a motion about it is passed at SRC (Tuesday, 14th March). - This cannot be signed twice (as in officer role and by the individual).	Fran	5 minutes
Elections: meet the candidates email - Reminder that candidates can be offered to respond to three neutral question which would be published in weekly School President email. - Alternatively, in-person town hall events could be hosted. - Fran (FP Arts & Divinity) offers to send questions to anyone who is re-running for reasons of neutrality. - Kiki (SP International Relations) asks about the order of responses. Fran suggests changing order of candidate replies per question. - Reminder to put a word count on each answer. - Fran suggests inviting successful candidates to EduCom after elections.	Fran	5 minutes
University of Emory & University of Bonn Event	Fran	5 minutes

- Virtual event run through the Global Office that seeks input from students on advocacy surrounding sustainability issues within educational institutions. - A collaborative word doc will be on Teams to gather responses.		
Collaborative Word doc: Best Practices of working with staff - Existing document on best practices will be expanded on: Noah is creating a document that will be passed on to DoTs and is based on EduCom's input. The specific focus will be on when DoTs should offer what levels of support. - Fran encourages members of EduCom to share specific experiences: Where have you been supported well? What should have been different? What did not go well? Which School did this take place in? - Question (Catherine – SP English): should only examples be related or should solutions be proposed as well? Fran (FP Arts & Divinity) encourages to share solutions/ideal scenarios - Deadline: Tuesday (14th March) - *Action Point* (Toni): send out reminder.	Fran	

UAF (23rd March 2023)
- The Proctor will be attending for the first hour.
- Fran outlines future structural stranges to UAF: the agenda will be limited to three points of which one will be chosen by University staff and two by EduCom. University staff will suggest a selection of agenda items which EduCom will be able to comment on. The next UAF will be a trial of this new structure.
- University staff will also receive reports after each EduCom meeting so that points that are raised on a weekly basis will still be communicated. In this way, the new structure of UAF will not limit the scope of agenda items over the semester.
 	
Topics for UAF
- EduCom agrees on agenda items (and sub-topics) for the next UAF:
1. Calendar
   o Wellbeing
      ▪ Staff
      ▪ Students: short break, less time for dissertations, rises in extensions
   o Career Support
      ▪ Spring week
      ▪ applications for jobs
2. Assessment
	Fran	30 minutes

○ Exams
    ○ Extensions
 	
Further discussions
 - Question (Laurence – SP Divinity): How many responses has the survey on experiences with advising received? Answer (Fran – FP Arts & Divinit): 19 responses so far.
 - *Action Point* (Toni): send out QR code and blurb for advising survey and post about it on Instagram.
 - Robbie clarifies on in-person exams and ChatGPT: at the University of Glasgow, in-person exams were held but with laptops that were provided and that have the website for ChatGPT blocked. In addition, supervisors were in the room.
 - Fran reminds EduCom to gather evidence in advance of UAF, for example on experiences of the impact of the academic calendary (both students and members of staff).
    ○ Members of EduCom create a collaborative word document in the Teams channel.
    ○ *Action Point* (EduCom): apply to the EDF for voucher as incentive for the survey.		

EduCom film night and EduCom end-of-year dinner - EduCom film night will be held after EduCom on 16th March 2023 (7pm). Reminder to RSVP. - End-of-year dinner for EduCom will take place on 6th April 2023 after EduCom in Beacon Bar. Invitations will be sent out at the beginning of next week.	Toni	5 minutes

Observers: None

Resources: