

# Education Committee Meeting

25<sup>th</sup> January 2024 | 18:00-19:00 | Large Rehearsal Room

Meeting called by  
 Type of meeting  
 Chair  
 Note taker(s)

Education Executive Committee  
 Education Committee Meeting  
 Faculty Presidents  
 Emily Bannister

Attendees: Emily, Chase, Hitanshi, Cam, Olivia, Serena, Shreya, Sydney, Sadie, Rebekah, Mariana, David, Christy, Harry, Krish, Harry, James, Calum, Ana, Federica, Ruchie, Rohin, Kiera, Tom, Sairaa, Aarushi, Anastasia, Harriet, Syna, Gemma, Chloe (online).  
 Apologies: Michael  
 Absences: Daria  
 Guests: Sam, Isla :)

## Agenda Item

Topic	Presenter	Time Allotted
<b>Welcome and Vacancies Overview</b> <ul style="list-style-type: none"> <li>- Callum as new SciMed FP</li> <li>- New English SP</li> <li>- New Academic Rep Intern</li> <li>- Thank you for completing EduCom feedback form.</li> <li>- Make sure tone when texting on Facebook messenger is always professional.</li> <li>- Will be making sure ALL voices are heard during EduCom and agenda is sent out beforehand.</li> <li>- Will be co-opting Social Anthropology SP after recent resignation.</li> </ul>	Arts Div FP	5 minutes
<b>Co-options for University Committees.</b> Various committee positions opened up: <ul style="list-style-type: none"> <li>- <b>Inclusive Practice and Education Work Group-</b> meet 3 times per semester, inclusive practice in curriculum, newly established.</li> <li>- <b>Library Management System-</b> new software system for library, at least one undergrad student to be consulted, once a month for 1 hour on Wednesday afternoon.</li> <li>- <b>Flexible Learning Pathways Committee-</b> online study, accessibility, 2<sup>nd</sup> year entry, once a month for 2hrs.</li> <li>- <b>Independent Learning Week Working Group-</b> minimal contact time, editing document with opinions.</li> </ul>	Arts Div FP & AR Coordinator	5 minutes

<ul style="list-style-type: none"> <li>- <b>Action for School Presidents:</b> Email <a href="mailto:academicrep@st-andrews.ac.uk">academicrep@st-andrews.ac.uk</a> if you want to fill a position.</li> </ul>		
<p><b>1413 Teaching Awards</b></p> <ul style="list-style-type: none"> <li>- Categories and information on Union website.</li> <li>- Nominations open from now until 21<sup>st</sup> February. Very important to faculty so please <b>use emails</b> to promote and market nominations.</li> <li>- <b>Action for School Presidents:</b> Email out template message about nominations for the awards.</li> <li>- ARI- Marketing materials include promotional stories and reels on Educom Instagram account- more information to follow on Teams group.</li> <li>- The selection committee consists of EduExec. Class Reps to volunteer to write reviews. SP and FP to review class rep opinions. 4 science and 4 humanities. If serve on selection committee can attend event itself. Volunteer at next weeks meeting.</li> <li>- Tuesday evening of revision week in Lower College Hall, reception in Upper College Hall.</li> </ul>	<p>DofED &amp; Arts Div FP</p>	<p>10 minutes</p>
<p><b>Dealing with Class Rep Vacancies</b></p> <ul style="list-style-type: none"> <li>- Standard cooption process used all year round- Chase to send templates to all SPs. Give potential cohort one week to fill in forms explaining why they should apply.</li> <li>- If Class reps don't respond to you by a week give them a date by which to respond or coopt a new rep. Write to EduExec who will share training materials with you.</li> <li>- Physics SP: Can one person fill role of two reps? Yes, if deemed appropriate by the School President. See if current rep is willing to fulfil role themselves.</li> </ul>	<p>Arts Div FP</p>	<p>10 minutes</p>
<p><b>Addressing Urgent Module Feedback.</b></p> <ul style="list-style-type: none"> <li>- Econ SP: too many contact hours in one specific module, more than 50% scored 2:2 or below (module coordinator claimed grade distribution was acceptable), when grades came out again after Module Board they had not been altered. Told those at peak of curve were fine and it was others fault for not achieving enough. Tutors claimed that module was advertised in a way whereby assessment mode cannot be altered. Previously module well liked.</li> <li>- Physics SP: Third year module complained about, lecturer has been changed since but nothing was done for that particular cohort. Can there be freedom of information to reveal how people did on module? What happens with mistakes on exam papers (at least 2 mistakes on each</li> </ul>	<p>Economics SP</p>	<p>20 minutes</p>

<p>paper)? DoT gave an ambiguous response and previously everyone had to re-sit the exam.</p> <ul style="list-style-type: none"> <li>- Spanish LC: module and grades unaltered in highly complained about module.</li> <li>- SciMed FP/Comp Sci SP: lecturers allowed people to over credit in further modules to make up for poor grades but this at lectures discretion.</li> <li>- It was noted that there is no university or school wide policy on grading on curves.</li> <li>- Math SP: Grading curves seen to be entirely based on lecturer to lecturer. Could grade curve be added to module catalogue?</li> <li>- Mod Lang SP: all should be able to view the curve and shouldn't be up to lecturers' discretion.</li> <li>- Spanish Convenor: Department closed case after their discussion, can it be brought up again. ArtsDiv FP recommended bringing it up and just seeing if they dismiss again because it is worth a try.</li> <li>- DofE- can use academic appeal system if feel disadvantaged by regular policy. Union Website help hub can aid with this.</li> <li>- <b>Points to raise at UAF-</b> (1) How students can appeal their grades; (2) Transparency in grading curves; (3) Closing feedback loop in how problems in module are being solved for next year.</li> </ul>		
<p><b>AOCB</b></p> <ul style="list-style-type: none"> <li>- Union Room-Booking System- Not possible to give all SPs access so email sarooms@ or get in touch with anyone from EduExec who can book it for you.</li> <li>- SSCC feedback good practice. Econ SP: Book room so people can give feedback in person. Use <a href="#">Education Leveling Up Fund</a> to buy snacks encouraging attendance.</li> <li>- SISCO- Physics SP: this weekend science societies will come together, free food, Ceilidh, speakers and workshops. Publicise in school using social media and emails, especially science schools.</li> <li>- Symposium- Arts Div FP: Platform with BAME student network. Gives students a platform to present academically. Publicise with posters around schools. Contact those in schools who are researching in this field to get in touch with ArtsDiv FP.</li> </ul>	<p>Arts Div FP</p>	<p>5 minutes</p>