

# Education Committee Meeting

*Date | Time* 3<sup>rd</sup> November, 2022 6:00 PM | *Location* UCO:32

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

## Agenda Item

Topic	Presenter	Time Allotted
Welcome	Martyna	1 minute
Kiera (Chinese LC): Chinese follows a certain textbook a lot of which seemingly follows random vocabulary. Kiera asks for experiences in other languages <ul style="list-style-type: none"> <li>- Maddie: similar experience in Spanish</li> <li>- Dan: similar experience in Russian Beginners</li> <li>- Rachel: similar experience in Italian. Emphasises that the first two years focus on grammar, vocabulary is secondary</li> <li>- Fran recommends: run a survey to get student needs and interests</li> </ul>	Kiera and Martyna	5 minutes
Zoe (SP Maths): asks for advice on second SSCC feedback <ul style="list-style-type: none"> <li>- Second SSCC is coming up</li> <li>- Feedback form should encompass in addition to the first one with specific regard to getting feedback on what was raised before</li> <li>- Robbie W: module-specific basis with forms specific to the points that were raised previously</li> </ul>	Zoe	5 minutes
Christmas Dinner <ul style="list-style-type: none"> <li>- Christmas Dinner will be on 25<sup>th</sup> November 7.30pm</li> <li>- More information will be sent out next week (week 9)</li> </ul>	Toni	1 minute
Open Discussion Time <ul style="list-style-type: none"> <li>- Ava <ul style="list-style-type: none"> <li>o Integrated Masters Rep brought up tuition fees for integrated masters programmes in which tuition fees</li> </ul> </li> </ul>		10 minutes

<p>are applicable during the year abroad. Asks for advice from other programmes</p> <ul style="list-style-type: none"> <li>○ Kirsty: these fees fall under university policy. Since the year abroad year is part of the degree, tuition fees still apply</li> <li>○ Fran: this should be brought up at UAF (1<sup>st</sup> December 2022)</li> <li>○ Ava and Kirsty agree to set up a collaborative file to prepare in advance for UAF</li> <li>○ Maddie adds that the same applies for year abroad for Language Degrees: students still have to pay half of the fees</li> <li>○ Fran recommends to make a joint effort between Arts &amp; Humanities and Sciences in preparation for UAF to present to the Proctor</li> </ul> <p>- Zoe</p> <ul style="list-style-type: none"> <li>○ How does the final year look for other students in terms of contact hours and dissertation supervision?</li> <li>○ Patricia: Highly individualised.</li> <li>○ Ava: Dissertation is structured through a module. Scheduled supervision, but personal guidance is optional</li> <li>○ Zoe and Robbie W agree that both Schools (CS and Maths &amp; Stats) lack in resources and guidance for students doing a dissertation</li> </ul> <p>- Kirsty</p> <ul style="list-style-type: none"> <li>○ Has not been in touch much with EDI and Disability &amp; Academic Support Reps. Asks for advice from other SPs</li> <li>○ Robbie W: sends regular check-ins via email but officers are unresponsive</li> <li>○ Robbie C: recommends running SSCCs in dual-delivery mode in order to be able to invite more people so that officers can be invited to SSCC</li> <li>○ Fran recommends: having a once-a-month call with all Reps going forward (S2), discourages from weekly check-ins</li> </ul> <p>- Robbie: CS has individual email addresses for each modules and demographics</p> <ul style="list-style-type: none"> <li>○ <i>Action Point</i> for EduExec: reach out to IT to inquire if this could be extended to other Schools</li> </ul>		
<p>Kirsty: previous Biology building</p> <ul style="list-style-type: none"> <li>- Previous Biology building</li> <li>- Bottom floor is used for seminars but cannot be booked through the system</li> <li>- Robbie adds: building will be taken down in the future</li> </ul>	Kirsty	5 minutes

<ul style="list-style-type: none"> <li>- Zoe adds that Physics library closes early so they would also appreciate the additional study space</li> <li>- <i>Action Point</i> for EduExec: look into plans for the building (contact Estates)</li> </ul>		
<p>UCU strike action update</p> <ul style="list-style-type: none"> <li>- Template for UCU strike action will be available by Monday (7<sup>th</sup> Nov)</li> <li>- Recent update: there have been no formal announcements of industrial action. No decision has been made yet.</li> <li>- There is a legal requirement of two weeks notice in advance</li> </ul>	Chase	5 minutes
<p>Sustainability Reps</p> <ul style="list-style-type: none"> <li>- Potential for regular check-ins for Sustainability Reps in the future</li> <li>- feedback on this is welcome and encouraged</li> <li>- Anna: has not been able to get through to Philosophy Sustainability Rep</li> <li>- <i>Action Point</i> for EduExec: contact Sustainability Rep for School of Philosophy</li> </ul>	Chase	5 minutes
<p>Best Practices for student-staff relations</p> <ul style="list-style-type: none"> <li>- Zoe: staff and student Reps met each other at a Mixer with provided lunch</li> <li>- Robbie W: created a seating plan with student-staff alternation for SSCC. WICS organises coffee mornings where coffee and snacks are provided – well attended by students and staff</li> <li>- Fran: created a collaborative word document on Teams channel and encourages everyone to share what has proven successful for improving staff-student relations <ul style="list-style-type: none"> <li>o <i>Action Point for EduCom</i>: write down three points</li> </ul> </li> </ul>		5 minutes

**Observers:** None

**Resources:**