

Education Committee Meeting

Date | Time 10th November, 2022 6:00 PM | *Location* UCO:32

Meeting called by	Education Executive Committee	Attendees: Zoe, Ava, Patricia, Robbie W, Sam, Emma, Kirsty, Tom, Kiera, Quinn, Kiki, Yasmin, Claire, Maggie, Laurence, Rosa, Robbie, Fran, Noah, Anne, Isabelle, Federica, Rachel, Anna, Taylor, Sandro, Iona, Chase, Syna, Martyna Optional: n/a Apologies: Catherine, Dan, Maddie Absences: Grace, Robbie C 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
Volunteer Portal and Room Booking Introduction and Review <ul style="list-style-type: none"> - Powerpoint presentation will be made available - Sam shows SPs and LCs the new portal <ul style="list-style-type: none"> • Reminder: make sure to log activity • Goal: to show students what they have done outside of their degree. There are different awards for amounts of hours • Different organisations within portal are divided by project areas - How to log volunteering hours <ul style="list-style-type: none"> • sign up to an organisation, then the project. This request will first show as pending and later as approved • Go for 'co-curricular' when logging • Log the graduate attributes in activity. Make sure to tick box below • Log the amount of hours: based on start and end time (in the system) in one chunk • Provide evidence i.e. screenshots (of email inbox, calendar, online event etc.) • General advice: please do not split tasks into individual ten-minute chunks but as one whole log - What to do if request is rejected <ul style="list-style-type: none"> • Often due to small mistakes i.e. boxes were forgotten - Reviewing Room Booking Access <ul style="list-style-type: none"> • There is also a video by Fran on Room Booking available on Teams • Sam demonstrates how to make a room booking 	Sam and Fran	40 minutes

<ul style="list-style-type: none"> ○ Option for commercial and non-commercial purposes ○ Make sure to fill in description box ○ This is a request that will be approved • <i>Question</i> (Ava): Is it just union spaces? <i>Answer</i> (Noah): some have options to book spaces in town and/or lecture theatres depending on what Schools requested access for in the first place. • <i>Reminder</i> to SPs and LCs: make sure to make a trial request before room is actually needed. - Answering Questions and Taking Feedback <ul style="list-style-type: none"> • <i>Question</i> (Emma): How much back in time can hours be logged? <i>Answer</i> (Sam): as far as evidence can be provided. • <i>Question</i> (Laurence): Can there be more than 500 hours? <i>Answer</i> (Sam): Most students stop logging at 500 because hours accumulate over years but there is no upper limit of hours that can be logged. • <i>Question</i> (Maggie): for recurring meetings – do they need individual evidence every time? <i>Answer</i> (Sam): yes. • <i>Question</i> (Claire): Why should volunteers log their hours? <i>Answer</i> (Noah): Higher Education Report which is separate from Graduation Certificate encompasses volunteering hours. Future employers will take this into consideration. • <i>Question</i> (Claire): How many people do that? <i>Answer</i> (Sam): about 400 students use the system. • <i>Question</i> (Kiera): Chinese Studies isn't on the system yet. <i>Answer</i> (Sam): send an email to Sam, please • <i>Question</i> (Zoe): Can multiple pieces of evidence be uploaded per submission? <i>Answer</i> (Sam): yes. 		
<p>6:25 Exam Rehearsal Spaces and Arrangements</p> <ul style="list-style-type: none"> - Reps could help with general exam etiquette in exam rooms (phone, water bottle, matric cards etc). Noah offers support if any SPs are interested in room provision - Comments and thoughts from SPs <ul style="list-style-type: none"> • Kiki remarks that most modules in IR are coursework-based now • Zoe: about 300 people requested room bookings. DoT booked one lecture theatre for 300 people and offers to share resources on this. 	Noah	10 minutes
<p>Strike Update</p> <ul style="list-style-type: none"> - Strikes are going ahead: 24th, 25th, 30th November <ul style="list-style-type: none"> • Full strike: not showing up and not delivering material. This time the UCU also asks that lecturers and tutors should not reschedule and that material for self-study should not be shared • Action short of strike (on the 23rd) means marking and assessing strike, staff should not cover each others' workloads • Non-UCU members can also participate 	Fran	5 minutes

<ul style="list-style-type: none"> • Wide participation is being anticipated • PGs who teach may also participate in strike action • Importance to recognise that EduCom is part of a representation body that also encompasses PGs - Further strikes have been tentatively announced for February 2023 - Review of Chase's email which was sent around earlier this week - Sandro adds: PGs will be supportive of strike action - Motion will be proposed at SRC next week (Week 10) <ul style="list-style-type: none"> • Motion is composed of different sections of action so that SRC has full power over what is being approved and what the Union stands behind • information that Chase has put out in strikes email should be shared • Motion has to be sent out by 11th November 2022 - Understanding SP and LC thoughts on strike action for FPs to go into SRC next week - In the following part, each section of the motion is briefly explained and a quick handsign is asked of SPs and LCs so that the Faculty Presidents can adequately represent EduCom at the SRC. SPs and LCs act as representatives, not individuals in this. A form will be sent out after EduCom for additional comments and/or if SPs and LCs do not feel comfortable speaking up at EduCom - Motion sections <ol style="list-style-type: none"> a. Reps can actively inform their electorate b. A website with resources will be shared c. Teaching spaces are to be turned into study space. This would be open to all students in the School d. Officers can actively inform about strikes e. In previous years, the union provided rooms for striking staff to store materials and for taking a break between picket lines. f. The Union supports UCU's call for only working hours of contract and not taking on additional work. g. The Union supports assessment strikes (in-person class tests etc) (indefinite timeframe of strikes) h. Marking strike (indefinite timeframe of strikes) i. Full strike (not showing up for work and not making up for content) j. Sabbs strikes in support (union work would still be done, labour would be withhold on university committees) 		
<p>AOCB</p> <ul style="list-style-type: none"> - AAM event 23 November 1-4pm, free lunch - Quick poll: intersemester break lib hours 10-4 or 12-6. This is only for collecting books in the main library. 24-hours rooms will be open 		10 minutes

Observers: None

Resources: