



# University of St Andrews Students' Association Education Committee

## MINUTES

Monday 25 January 2016 – Committee Room – 6pm

### Present

#### **Member's Name**

Amelia Hunter  
Claire Brodie  
Maria Kustikova  
Joe Tantillo  
Timothy Stackhouse  
Sarah Alexander  
Kirsty Mearns  
Ilaria Gidoro  
Eilidh Reid  
Kit Klaes  
Nic Wells  
Megan Bruce  
Louis Fearn  
Raghav Mehra  
Hussain Raja  
Verity Baynton  
Tomi Baikie  
Louise McCaul  
Imogen Hawley

#### **Position**

Biology School President  
Chemistry School President  
Computer Science School President  
Director of Representation  
Divinity School President  
Earth & Environmental Science School President  
Economics & Finance School President  
Education and Representation Coordinator (Minutes)  
English School President  
Film Studies & Music School President  
Geography & SD School President  
History School President  
Management School President  
Mathematics & Statistics School President  
Medicine School President  
Modern Languages School President  
Physics & Astronomy School President  
Science & Medicine Faculty President  
Social Anthropology School President

### Absent

Lily Barnes  
Jesse Galapia  
Mira Boneva  
VACANT

Art History School President  
ELT President  
International Relations School President  
Postgraduate Convenor

### **1. Apologies**

#### **Member's Name**

Eleanor Mullin  
Marjan Magharehi  
Sally Allmark  
Deborah Moffett

#### **Position**

Arts & Divinity Faculty President  
Classics School President  
Philosophy School President  
Psychology & Neuroscience School President

### **2. Matters arising**

There were no matters arising.

### **3. Approval of Minutes**

Minutes had been approved electronically.

### **4. Reports/Catch up**

Every attendee gave a short report on their work so far, future plans and events. To be noted:

Raghav informed that the Wellbeing plan had been postponed a few weeks, so that it would not be piloted during the deadlines period. He was interested in knowing if the other SPs had heard of any complaints about harassment from lecturers.

**Action point: All to speak to Raghav if they ever had any complaints from students about any form of harassment from lecturers.**

Megan reported that honours projects had not been marked on time during the Christmas break. She was planning an event focused on NSS, a careers event with the School of Classics, and a conference funded by the Enhancement Themes funding. Other SPs were also organising events on NSS and on the Enhancement Themes, as well as other events, including careers events and balls.

The School of Biology will have an internal review this semester and Amelia was looking for feedback.

Kirsty was finding difficulties in getting class reps to cooperate. She was also planning a study abroad information session, and wanted to publish student essays via the Economics Society.

Sarah asked if it was possible to see MEQs results. Joe replied that she can get them from the School.

Claire wanted to create a mini-module on making posters, or a poster session in the School of Chemistry.

Maria was trying to host a coding competition for all Computer Science students, and the Computing Society was hosting a hackathon in February.

Tomi was working with Raghav to develop a JH rep.

Joe informed that the academic flexibility policy review was coming to a close. He was collecting information through a survey on the process for extensions and deferrals, especially for students with disabilities, and he was trying to assess how this works in each school. He will bring the results to the Proctor to ask for improvement. Elections are happening soon, with nominations opening on the 29<sup>th</sup> February.

### **5. Working group updates**

#### **5.1. Early Information**

Louise said that she would write a report before the next Education Committee meeting, as she has information from all the SPs. Megan asked Louise to include the lack of information in the School of History.

#### **5.2. Feedback**

Not a lot of progress about feedback. The School of Chemistry is changing the way they do exam feedback.

### 5.3. Supervision

Louise said that the group needs to meet with Mira and that they are not sure how to proceed, perhaps by setting up a focus group with students who did their dissertation modules last semester.

### 5.4. Diversity of Assessment

Eilidh reported that it seems that in English people do not want diversity of assessment and they are happy with the way things work at the moment. Raghav informed that in the School of Mathematics, any 3000-module must have at least 10% non-exam assessment.

### 5.5. Joint Honours

Eleanor was not present.

### 5.6. Advising

Eilidh discussed advising with the Deans. The only issue is that students do not understand what it is actually for. She proposed to include more information on advising in handbooks. Imogen suggested it should be called differently, as it is not supposed to cover personal issues, but students think that they can use advising in this way. It should be clearer that it is academic advising. Joe proposed two possibilities to improve advising: either by improving the quality of advising, as they do very little at the moment, or by asking the University to change its name, as it currently is more about scheduling and timetabling than academic advising. The committee decided to try the first option first at the next SPs Forum and, if this does not work, the second option.

**Action: Raghav to write a paper about pursuing a better advising system/expanding the role of advisers, and Eilidh to write a paper about changing the name of “advising” to make its purpose clearer to students. Deadline: before the next EduCom.**

## 6. Recognition on HEAR for expansion reps (?)

Ilaria noticed that some SPs were struggling to get their class reps to cooperate. At the moment, class reps do not get any form of recognition, not even a certificate. She proposed that class reps get a recognition of their role on the HEAR (Higher Education Achievement Report) if they fulfil their role description. There should be some set criteria to judge whether class reps are doing their job. According to Ilaria, this could be a way to add value to the role of class rep because they should actually do their job if they want to get the recognition. The School Presidents would benefit from having more cooperative class reps—at least those who are interested in getting the recognition. Ilaria had asked the Proctor about the possibility of getting this recognition on the HEAR, but the Proctor was not in favour of this. The Education Committee could try to get this recognition at least for the expansion packs reps. Kirsty informed that at other Universities (e.g. Sterling) they do much more in terms of class reps recognition. Kirsty, Megan and Hussain volunteered to create some criteria for the recognition of expansion packs reps on the HEAR.

## 7. Teaching Awards

Joe informed that nominations for these will start soon. Last year we received a lot of nominations, and the awards were given during an award ceremony. The Proctor’s award will also happen at the same time.

## **8. MEQ Results**

Joe asked Ilaria to get the breakdown of MEQs responses per module in each School from IT services.

**Action: Ilaria to get breakdown of MEQs response rate per module in each School.**

The Education Committee noted that the overall percentage this year was higher than last year, but voting had been open for 3 extra weeks. Claire raised that students often focus only on their last assignment instead of giving feedback on the entire module, because they fill them in soon after exams. Kirsty stated that if lecturers get involved in publicising MEQs, the response rates can be much higher. Tim reported that several questions were not applicable. Verity said that the French department made students complete them in class, hence the higher response rate. Tomi agreed with this idea and proposed that MEQs should be completed in lectures and tutorials. Tomi volunteered to write a report on this.

**Action: Tomi to write a report on how to increase MEQs responses.**

Joe informed that the NSS will be officially launched on 1<sup>st</sup> February.

## **9. Unituhack event**

Ilaria asked if the SPs had looked at the PDF sent to them by email about this event. She explained what this event is.

## **10. "Become a SP" event**

Ilaria proposed to host a social event for class reps (and any other student interested) attended by all SPs, so that students can ask them questions if they are interested in this role. Imogen suggested the SPs make a video about being a SP to be shown before or during the event.

**Action: All to think of ideas for a video about being a School President and send these to Imogen.**

## **11. PG Business**

The PG Convenor role is currently vacant, as Tania left the University. Joe is currently looking at this role with the Proctor and they are trying to improve it and reshape it. A decision will be taken before the elections.

## **12. AOCB**

Joe stated that the elections are approaching and encouraged all to consider running for DoRep and for FP.

**The meeting adjourned.**

**Next meeting:**

**Monday 8<sup>th</sup> February, 6 pm, Committee Room.**