**Education Committee**



**9th of April 2020, 5:30pm – MINUTES**

Apologies (DG)

* Kyle (Philosophy), Olle (Modern Languages), Maddie (History), Ellie (Italian)

SP Handovers (AB)

* AB: School President training session in May will still be held
* **ACTION for AB:** Will meet with CAPOD to decide how this will be done
* Handover should still happen in a face-to-face format, via Teams or Zoom or the like
* Send a physical handover document to your successor (example has already been circulated by Sophia)
* **ACTION for School Presidents:** Reach out to Amy or the Faculty President if any questions about the above
* In the handover, teach your successor how you have done your job and please include remote job tasks (how are you currently doing your job? This includes SSCCs, meetings with the School, meeting with students, remote socials, remote careers events, and so forth)
* **ACTION for AB:** Email Careers Centre
* LK: School of Earth and Environmental Sciences are holding an online movie night, which used to be a physical plan. It has been tough to plan, but will go ahead
* AB: Essential things to be a School President (key list) will be sent to us. Mention this during the handover
* **ACTION for School Presidents:** Ask your successors to attend our final EduComm meeting (date TBD. For now, W11)
* **ACTION for School Presidents:** (AB:) Please do SSCCs online and reach out to any School committees (e.g. ED&I) to see if your successor can come to virtual meetings. Also, please hold a handover meeting with your successor and DoT (May/June)
* **ACTION for AB:** Send everyone the above information

School’s Handling of the SSCCs (AH)

* AH: School of Divinity cancelled SSCCs. What is the situation for other Schools?
* CI: School of English has also cancelled their SSCC; feedback will be gathered through other means. This was mainly an organisational decision, and CI thinks it will affect student engagement
* NT: School of Medicine held an SSCC over Teams last week. Both students and staff liked it
* RP: Teams SSCC yesterday. Anna, you could do it by email?
* AB: Really important to have an SSCC or email SSCC – should not be waiting until W11. Good that Anna wrote back to the School (**ACTION for School Presidents**)
* AH: Still getting Class Reps to send out personalized Google Forms. School is happy with the aforementioned arrangement, but wants this to happen in Week 11 alongside MEQs (as the School is keen to gather feedback regarding virtual teaching)
* JH: Centralised google form; sends weekly summaries to the DoT of International Relations (IR); and sends all students a ‘refresher’ of the previous week, responding to their feedback. This has had a big and an important impact, as Sub-honours IR exams have been cancelled in response to student feedback
* SB: School of Computer Science thinking of doing PDF style SSCC – discussions regarding what’s going to happen as timezones are an issue for hosting online SSCCs
* VR: Posted a School-initiated survey on Facebook to collect information. No SSCC as VR responds to all raised points straight away. The survey was made by the School not her Class Reps

Timing of Exams (NT)

* NT: Timing of School of Medicine’s exams (i.e. the time one has to complete the actual paper) kept the same. Why? Can the university extend exam time?
* AB: Issues around exams haven’t been fully confirmed yet. University will consult Schools regarding uploading exams and testing in general
* NT: For most modules in Medicine, it’s 2.5 hours for 180 marks
* AB: Suggests NT speaks to DoT regarding the special circumstances that make sitting this exam problematic. Also, ask the DoT whether the content of the exam has been adjusted, accordingly. See what the School Says
* **ACTION for NT:** Will do as AB suggested above
* LK: DoT said there will be an emailed from the University regarding exams. When will this be sent out?
* AB: Tomorrow (10th April)

Graduation/Deferred Exams (SR)

* SR: Questions for Amy brought to SR by a few students representing some larger student worries about grad and deferred exams.
* SR: Those who have deferred exams this year (from May 2020) have been told they are prospective winter 2020 graduates. Would it be possible to defer this graduation to summer 2021 (e.g. so current fourth-years can graduate with some of their 2020 cohort)?
* ES: Students who are PG and graduating this year are also concerned about this.
* AB: In terms of the winter graduation, we just don't know yet. The government doesn't know either. We don't know at what point we will allow large school gatherings. At the moment the Uni is being sympathetic to extensions and deferrals, and quite a lot of students may defer to august. Given the situation, no ceremonies are happening in June, and AB can only presume that those students are not bound to any specific ceremony and would be allowed to graduate with their cohort. Those students shouldn't worry too much because a grad ceremony for 2020 grads won’t be happening anytime soon.
* LK: For people deferring exams this semester, do they still have to pay?
* AB: No
* AB: the original plan of spreading graduation out over 3 years has a lot of issues and AB cannot imagine the grad ceremonies being forced into that. However, this isn't the time to ask the University this kind of question because a lot of things are still uncertain
* SR: Also, if the winter grad is being held this year, the students were wondering why is it in the sports hall, and not in, say, the Buchanan?
* AB: Imagining winter grad goes ahead, most likely the sports centre is chosen because of capacity. It's a decision that was made a while ago
* **ACTION FOR SR:** Feed information back to the students who raised the questions (COMPLETED)

AOCB

* AB: Regarding Teaching Awards and the Proctor’s Award, AB met with the University on Tuesday. The plan is to wrap the presentations of the awards with next year’s ceremony (2021, April)
* Winners will be announced in the next couple of weeks (has to collaborate with the University, hence the delay)
* **ACTION for AB:** The 507 nominations will be sent to the people they concern, and AB will use these nominations to write a best practice guide
* AB: No time to look at the Volunteering Portal due to Coronavirus, will do so hopefully by next week (**ACTION for AB, if time and schedule permit**)
* AH: Nobody has run for the School President of Divinity Position. What to do?
* **ACTION for AB:** Will speak to Flora and discuss how they do it, probably by co-option
* **ACTION for AH:** Will contact those who submitted ‘late’ (out of pity) to see if they are interested, and will email all students in the School of Divinity to promote the vacant position
* VR: Has the University come up with some policy for students who are really struggling (when perhaps S-coding is not enough)?
* AB: Information and updates on the University’s website
* AB: Told the University that students don’t really check out the websites. **ACTION for School Presidents:** Please let your students know about this website in every email
* DG: Thank you everyone for coming and see you at the next EduComm!