



## Education Committee

1<sup>st</sup> of November 2018, 5pm

### Students' Association Committee Room

#### Agenda

1. Welcome
2. Apologies
  - a. Jessica (English)
  - b. Amy (Physics & Astronomy)
  - c. Winnie (Psychology & Neuroscience)
  - d. Ingrid (Spanish)
  - e. Rhiannon (Geography & SD)
3. Approval of Minutes
  - a. Approved unanimously.
4. Questions from School Presidents' reports
  - a. Remember reports are due at 5pm on a Monday.
5. Questions from Faculty Presidents' reports
6. Questions from PG Academic Convenor's report
7. Matters Arising
  - a. Graduation, summer 2019
    - i. Because of the increasing students' number, they have now a new ceremony on Monday the 24th of June at 2PM. This affects Evening degree students, Physics & Astronomy, Philosophy, Social Anthropology, and Film Studies.
    - ii. There is a possibility for family to stay in halls for graduation with a discount code. Website link: <https://ace.st-andrews.ac.uk/>
  - b. ELIR
    - i. The schools get inspected every three years. A team spends a day in the school and then they write a report.

- ii. The university as a whole has to do a big review document to send to the QAA early next year, followed by a physical review the year after (called Enhancement-Led Institutional Review).
  - iii. Towards this, they look at different writing elements, focused on different issues. This will all be under the themes of diversity and enterprise.
  - iv. One issue is Student Experience, and there is a focus group on **Monday 12th of November 12-2, Large Rehearsal Room**, led by the Associate Dean of Arts & Divinity. Please come along, and encourage class reps to come along too, to talk about the student experience (both positively and negatively).
- c. Technological Enhanced Learning
  - i. University is looking at how often they need to enforce physical hand-ins.
  - ii. If you have strong opinions on that, let Alice know (aside from certain science subjects having log books which obviously need to be done physically).
- d. Rikke: Discussion on careers event.
  - i. Internship Career Panel for Humanities
  - ii. Focus on sectors/jobs rather than individual experiences (such as NGOs, Government jobs, Marketing / Advertisement, PR, Journalism / Media, Law, Creative or fine arts / music production, Consulting, Frontline / Social work).
  - iii. Modern Languages and Classics SP might be interested in helping with this
  - iv. Career Week is Week 2 of Semester 2 - reach out to your Careers Link asap if you want to organise an event for this week.

## 8. AOCB

- a. Christmas Dinner
  - i. People generally interested in an Education committee Christmas dinner.
  - ii. Alice to follow up on this.
- b. Union exam videos
  - i. Like the 'Wellbeing Wednesday' videos, we are doing a '12 Days of Christmas' series which will hopefully include a video on exams (tips for studying, how to handle exams, any general advice or words of comfort).
  - ii. Would love as many School Presidents, from across Arts and Sciences, to be involved in this as possible.
  - iii. Alice will follow up with more information about this soon.
- c. Issue in some schools of staff members informally electing class reps for their modules.
  - i. If staff members want a specific rep for their module, they should be telling the School President this, so they can organise it formally.
  - ii. Not fair for reps to be elected in this fashion – SPs with this issue to talk to the staff member in question to ensure this doesn't happen in future

years. Can also ask the person informally 'elected' to help the class rep, but not as a full class rep.

### **Reports from School Presidents**

#### **Art History - Meredith Loper – arthistorypresident**

- Confirmed two speakers for February Careers Event
- Hosting Postgraduate Application Info Talk on Wednesday
- Hosting Class Rep Meeting on Friday
- Hosting CV & LinkedIn Workshop next Tuesday
- SSCC meeting set for next Wednesday
- Class Reps have begun to collect feedback
- Was granted 20 pounds from the School to use towards a gift card as an incentive to participate in surveys for feedback

#### **Biology - Roisin Gendall – biologypresident**

- Afternoon tea and board games event on Friday for the biology mentors/mentees but open to all
- Internship event planned for next Tuesday night
- Teaching Committee happening tomorrow afternoon
- Also my president email account is broken again so need to email IT

#### **Chemistry - Ailsa Edward – chemistrypresident**

- Held class rep meeting in week 5 to go over feedback from their surveys they had carried out in their classes and create agenda for SSCC.
- SSCC being held on Wednesday 31st October.

#### **Classics - Rebecca Hachamovitch – classicspresident**

- Nothing to report

#### **Computer Science - Martynas Noreika – compscipresident**

- Organised an Internship Showcase Event. We had 8 speakers and good attendance (100 people signed up)
- Collected feedback for each module using Mid-Semester Feedback questioners, standardised the results and sent it to the appropriate lecturers.
- Chaired the SSCC meeting with class reps and staff. The meeting went well and decisions were made on actions to take that were brought up as part of the collected

feedback.

- Helped to organise the Computer Science Research Open Day. Gave an opening speech and provided tours to guests around the school.

#### **Divinity - Rachel Miller – divinitypresident**

- Nothing to report.

#### **Earth & Environmental Sciences - Evan Margerum – earthscipresident**

- Had two careers events, one about nuclear resources consulting and the other about geotechnical engineering, both from St. Andrews Alumni
- Held a meeting between MGeol coordinator to push documentation forward and approach issues in the degree stream
- First SSCC meeting was on Oct 18th, feedback was very positive and SSCC seems to be moving in a good direction, shorter and mostly feedback from DoT
- Teaching council meeting was on Oct 24th, lots of good information but one of key staff members is leaving mid-semester, more info to follow in regard to how modules will run next semester
- Careers link Sally Mohamed is planning a “Women in Industry” careers fair for February
- Conservancy talk planned for February as well
- Interviewees for “this is your geological life” have been selected and date is chosen
- Library meeting occurring Monday 29th, library rep working on getting more skills lessons in 1st/2nd year

#### **Economics & Finance - Rachel Williams – economicspresident**

- The School of Economics held an Internship workshop where students shared about their internship experiences. This was highly successful and completely full. After the presentation, we had drinks and snacks in Castlecliffe where younger students could ask those who presented further questions.
- We help a School run from Castlecliffe to West Sands. While few participated the event was very easy to organise and those who came enjoyed it.
- We held our first SSCC and addressed many questions. All went well.
- We held a joint event with the Economics Society called the Data Visualisation Masterclass
- We held a Board Game night where students and staff could bring board games and play together.

#### **English - Jessica Armstrong – englishpresident**

- Arranged a successful Postgraduate pizza & feedback social for the PG students in English.
- Finalised plans for our second careers event of the semester – a panellist event with Scottish Young Publishers who will be speaking on their experience, as well as giving advice on how to break into the sector.
- Held Class Rep forum ahead of our first SSCC (which will have happened by Wednesday), and there was plenty of feedback from all stages across the School
- Confirmed plans for a joint English and Film Studies pub quiz social to take place in November

### **Film Studies - Lyndsay Townsend – filmpresident**

- Hosted a Film Department social at Brew Co. We reserved a table on Friday evening, and invited all years along, and it made for a really lovely night! Considering we are a small department, around 15 students showed up, so it was a success for us.
- Had our first SSCC meeting (Thursday 1st November), which went successfully.
- Organised a meeting for the 60 Hour Film Blitz, an annual event we hold in our department. This took place on Tuesday (30th October), and was a successful start to planning the event, which takes place next semester.
- Organised a Film Studies skills event, with Liz from the Careers Centre. This will take place on the Thursday of Week 9, and I will be making an event for this in the upcoming week.

### **Geography & SD - Rhiannon Potts – geosdpresident**

- Launching Careers! Event - We held our first event of the year, where our DoT Dr Sothern and Careers Officer Dr Hale spoke to students about planning for life post-graduation. This involved discussing strategies for enhancing and highlighting career skills, as well as creating a wish list for careers events in SGSD this year.
- Cross-Faculty Careers Events - SGSD students were given the opportunity to express which schools they would like Geography and SD to team up with and host cross-faculty careers events. The top three subjects were Management, Economics and Finance and IR.
- Instagram Takeover - I took over the UStA insta on Tuesday October 16th. My aim was to give current students a better idea of the opportunities available to them and prospective students a taste of the Jay life as an SGSD student is like. I got a good response and have now created an SP Instagram account in addition to Twitter.
- Student-Staff Putting Tournament - My main motive for taking over the Instagram on this

day was to livestream this school event. Sadly the staff won for the second year in a row, but we had a lot of fun!

- University-led Review - My Class Reps have enabled me to collect plenty of feedback to write the student view report for this. Now I'm in the process of recruiting students for the focus group portion of the review.
- SSCC Feedback - All Class Reps have updated students either by Facebook or email on the progress that was made during the first SSCC. Feedback for the University-led review has also said that staff are very responsive to feedback and they feel it is being acted upon effectively and quickly.

### **Graduate School - Jemima Williamson – gspres**

- Successful SSCC
  - Smoothed out some inevitable bumps due to our school and programme being brand new
  - Also had some positive feedback about the attentiveness of graduate school staff and about our orientation week events
  - However, only 5 students attended (it was 9am on a Thursday to be fair), so I would hope for that number to increase by next time
- Meeting about conservation careers forum
  - Decided on a provisional date (first week back after Christmas)
  - Looking for speakers and booking a venue

### **History - Sahil Ali – historypresident**

- Email sent to CAPOD to arrange payment for the History Welcome Event Refreshments, from the Event which took place on Sunday 7th October.
- Progress made with the setting up of Class Pages for Medieval and Modern historians according to year group.
- SSCC date relayed to Class Reps, clash between the SSCC and the Athena Swan survey meeting successfully resolved after liaising with staff
- Full List of Class Reps and Expansion Pack role holders relayed to the Director of Education and the History Director of Teaching

### **International Relations - Kat Lawlor – irpresident**

- Had SSCCs for sub-honours and PGR students
- Selected committee for first IR Ball!

### **Management - Philip Caraci – managementpresident**

- Nothing to report.

### **Mathematics & Statistics - Kamilla Rekvenyi – mathspresident**

- Had the Class Reps over for cookies and prepared them to the SSCC meeting. Discussed items on the agenda informally.
- Had our first SSCC meeting. We managed to cover everything on the agenda within the hour.
- Set a date and gave a name to our big social event this semester, "MT234 Research and Party" to be held in the Observatory on the Friday of Week 10. The School agreed to provide some funds for drinks and we found most of our speakers. Poster is already designed, need to put up and advertise.
- We had our Internship, Coffee and Bites event, we had 4 speakers and about 30 people attending. It was how we expected. It went well.
- Set plans for Pi Ball, in association with SUMS (Maths Society), near Pi Day (March 14). Need to apply for funds.

### **Medicine - Kay McGillivray – medicinepresident: no report submitted.**

### **Modern Languages - Amy Bretherton – modlangpresident: no report submitted.**

#### *Russian:*

- Not much to report this week for Russian other than the Department had a very positive SSCC meeting. All issues were raised by Class Reps in a professional, respectful manner and staff were very receptive. Lots of good ideas were raised by staff and class reps alike - good relationships were formed.
- I also attended the Open Day Subject Talk for Russian with the Head of Department which was a great opportunity to meet prospective students. The Open Day also acted as an impromptu meeting where we discussed solutions to various issues such as stress around exam period.
- This Thursday evening (post committee meeting) we are organising a joint Russian Department/Society Pub Quiz which we hope will be well attended.
- We are hoping to start up a mentoring scheme within the department and I would really appreciate any advice from any Convenors/Presidents who currently have one up and running!

### **Music - Aileen Walsh – musicpresident**

- Met with the Director of Music to discuss communication between the music centre and the student population. Agreed that communication should be worked upon, and talked through some practical options to implement this.
- Discussed the implementation of an online room booking system for the music centre and the issues surrounding this. Have been asked to collate information which shows student support for this being implemented. Any suggestions of ways to successfully collect and present this information would be very welcome!

### **Philosophy - Sophia Rommel – philosophypresident**

- Been a pretty quiet week due to ILW; scheduled a meeting to touch-base with my Class Reps (for next week), been gathering information that people have sent me to put in my weekly email (including working with the Department and Publications to produce a new student profile for the Department), and have just been retweeting things I think students would find useful on Twitter
- Held a well-attended internship panel with IR and SocialAnth presidents last week (Wednesday). We got our Careers Link to talk at the start, and although the networking session after didn't comprise of many people, it was a really super small session that people (including myself) found very informative.
- Attended my Department's first TLA of the year – have created and sent out a survey to collect Honours students' feedback regarding potentially capping Honours modules (based off of the SSCC-related student feedback we received); will create a report to show the TLA attendees at our next TLA (in two weeks)
- No Honours students want the modules capped, and I don't believe the Department wants them to be capped, either (so, this information will probably be received very positively)
- New MAP discussion groups are being held; first one was apparently very well-attended and a great success (it was held this week). Hoping to attend the next one!

### **Physics & Astronomy - Amy Suddards – physicspresident**

- Student view survey undertaken, email form/monkey asking basic questions on what is good/what can be improved in school. nearly 100 responses with good engagement from both undergrads and postgrads, results used for academic monitoring report
- Mid semester survey all modules in school surveyed, with help from class reps. all ran smoothly and will be collated and analysed this week with reps. each lecturer/module co-ordinator was consulted on the questions asked for their module, and could add questions they saw necessary

- First student-staff council: went well! stayed to time, reps all bought solutions/progress rather than new issues, general good atmosphere and respect from both students and staff
- International academic monitor spent a week in the school. i met with her to discuss student life, careers, courses alongside faculty president. working dinner with lecturers to further discuss matters. mental health/wellbeing/equality meeting. kept to schedule and i believe the reviewer had a good feel from the school
- Wellbeing day: this Thursday 1st Nov, publicity via email, Facebook, and posters around school. PGR pizza event and UG wine and cheese “let’s talk”. worked with DoWell, faculty president, certain staff members to organise. hoping for good attendance and good atmosphere
- The end of the week should see some time to breathe in physics, looking to get a careers questionnaire out soon
- Thanks to all the class reps for their hard work over the year so far — i am VERY impressed with their initiative and drive

### **Psychology & Neuroscience - Winnie Li – psychpresident**

- SSCC on 10th Oct went well, class reps did amazingly (!!!), staff were very happy with how class reps presented both positive and negative feedback from students, meeting was short, informative, and productive
- Updated research stuff on school website with the help of DoR
- IT manager gathered some feedback from students and will work with her to revamp School website
- Careers/internship event on the 17th Oct was very well attended, around ±80 people, feedback from students: comprehensive, helpful
- Week 7: really busy, organising other School stuff e.g. School Quiz. networking event, and setting up meeting with employability reps and Careers link plan careers stuff for Semester 2
- Planning for next SSCC

### **Social Anthropology - Rikke Nedergaard – socanthpresident**

- Held a highly successful internship panel with Philosophy and IR
- Held Shut up and Write event
- Met with my four careers reps to plan careers initiatives for the year, subsequently met with one of them again to set up specific plans
- Met with reps to look into potentially planning a ball

- Organised for an anthropology student who had done a Santander internship to come into our second-year class to speak about Santander internships (winter applications just opened up)
- Met with my department's evening degree coordinator to suggest changes to the evening degree programme
- Set up a meeting with the university's evening degree coordinator to hear more about proposed changes to the evening degree. My department is very much against the proposed changes, so I want to hear more about them and potentially survey the evening students to hear what they think
- Set up an SSCC prep meeting with my UG reps
- Dealt with multiple student queries re. exams
- Sent out careers-specific email instead of my usual weekly newsletter
- Held weekly drop-in session

### **Reports from Faculty Presidents**

#### **Arts and Divinity - Gianluca Giammei – artdivfp**

- I have finally found the Arts&Divinity class representative for ID.
- Alisa and I have decided on a date for their SSCC.
- We will shortly send an email to the Staff and Student to inform them.
- We will also plan to meet with the class reps before the SSCC to discuss the items on the agenda.

#### **Science and Medicine - Alisa Danilenko – scimedfp**

- Nothing to report this week, except that the physics wellbeing event will be going ahead on Thursday.

#### **Report from Postgraduate Academic Convenor – Ashley Clayton – pgconven**

- Nothing to report.