



## **Education Committee**

**28<sup>th</sup> of February 2019, 5pm**

### **Students' Association Committee Room**

#### **Agenda**

1. Welcome
2. Apologies
  - a. Kamilla (Maths)
  - b. Lyndsay (Film)
  - c. Louise (German)
  - d. Gianluca (Faculty President of Arts/Divinity)
3. Questions for School Presidents
  - a. Rikke (Social Anthropology) – meeting with DOT discussing SSCC. Met with people taking over SP role. Event planning.
  - b. Chloe (Russian) – SSCC on Wednesday and it went really well.
  - c. Amy (Modern Language) – Arabic/Persian SSCC on Wednesday too and it went really well.
4. Questions for Faculty Presidents
  - a. Nudge people you know to run for Science/Med faculty president
5. Questions for PG Academic Convenor
6. Matters Arising
  - a. Technological Enhanced Learning Strategy presentation
  - b. Careers Days (Kat – IR)
    - i. Rachel (Econ) – internship event. To email Kat about IR event.
    - ii. Sahil (History) – Humanities events. Someone in careers who can help find speakers.
    - iii. Amy (Modern Languages) – how to sell your modern language degree event. Careers link can help on workshops.
    - iv. Kat to email biology president (Roisin) for more information.

- c. Dining options in schools (Phil – Management)
  - i. PGs in Gateway building complaining about lack of café. Want a microwave or vending machine. Pushback from school.
  - ii. Kay (medicine) – just had permission to get a microwave in café. School Manager took it to Student Experience committee. Used mature students as case study.
  - iii. Rikke (Social Anthropology) – ongoing controversy in department about students not cleaning up after themselves. Promised to leave space clean and have been tidying up space. Have PG room.
  - iv. New microwave in library.
  - v. Kat (IR) – PGs can use microwaves in Art Building.
  - vi. Evan (Earth Sciences) – kettles and microwave in department, just accepted.
  - vii. Amy (Physics) – resistance to having a microwave. Used argument that library has one now. PhDs can also use staff room and the microwaves there.
  - viii. Ciara (French) – are people allowed to eat hot food in the Gateway?
- d. Class Rep Engagement (Kat – IR)
  - i. Difficulty motivating class reps. Staff/student lunches have dropped off.
  - ii. Rikke (Social Anthropology) – want students to take ownership rather than assigning tasks. Sit down at start of year to plan together. 6 social reps and 4 careers reps. “If you want this to happen you need to be engaged”.
  - iii. Alisa (Science/Medicine) – make things compulsory. Worked pretty well.
  - iv. Winnie (Psychology and Neuroscience) – give people credit on publicity. Works well because class reps feel acknowledged and appreciated. Make people send apologies.
  - v. Rikke – make them feel special when they do actually do tasks.
  - vi. Sahil (history) – relied on expansion reps. Threaten them with demotion.
  - vii. Chloe (Russian) – ‘who wants to do this?’
  - viii. Amy (Modern Languages) – more regular meetings, particularly with a staff member present. Constantly involved.
  - ix. Rhiannon (Geography) – sometimes people just not doing stuff in time. Pre-SSCC meeting. Physical deadline rather than verbal.
  - x. Sophia (Philosophy) – start the meetings with asking ‘what do you want to talk about?’. Set continuous deadlines and pester them.
  - xi. Kay (Medicine) – meeting with Doctor in charge of module regularly, so staff and class reps are interacting regularly. Not just about SSCC -

- having staff involved.
  - xii. Rikke (social anthropology) – ambush them individually. Hard to say no if you ask them in questions.
  - e. Mature Student Reps (Sophia – Philosophy)
    - i. Can get information on mature students from planning. Lenna.
  - f. Elections
7. AOCB
- a. Proctor's Award
  - b. School Action Plans and Review Reports
  - c. Rachel (economics) - confidentiality of dissertations
    - i. Consent is given by students.
    - ii. Rhiannon (Geography) and Philip (Management) – available in school.
    - iii. Kay (Medicine) – supervisor allowed to show previous student's work.
    - iv. Alice to follow up on this.

## **Reports from School Presidents**

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

Meetings etc:

- 11 Feb: Met with DoT about MEQ Results
- 13 Feb: Attended School Council Meeting
- 13 Feb: Met with Dr. Alistair Rider about a curating opportunity for students

- 20 Feb: Attended Athena SWAN committee meeting
- 21 Feb: Held second Class Rep meeting

Ongoing:

- Class Reps have begun gathering data for the SSCC in Week 6
- I have been discussing planning a Transition to Honours Peer Talk with my Second Year Reps (tentatively for Week 10)
- I have been discussing the possibility of School endorsement for a student exhibition of short films.
- I have corresponded with my Careers Link about encouraging students to contribute to the Careers Centre Case Studies page for Art History
- I've been writing sections for the Athena SWAN Bronze Award Application

**Biology - Roisin Gendall – biologypresident: no report submitted.**

**Chemistry - Ailsa Edward – chemistrypresident**

- Held a Wine and Cheese Night on Friday 8th February in collaboration with ChemSoc who bought the wine and cheese was bought with the EDF. Event went really well and we had a great turnout.
- Helped out at the wine reception for the ChemSoc guest lecture on Tuesday 12th February.
- Helped out at visiting day for chemistry applicants on Saturday 16th February, went to lunch and helped out on the tours.
- Holding a free pizza event for those affected by the BMS fire on Tuesday 26th February in collaboration with School of biology and the postgraduate society.
- Holding a class rep meeting on Thursday 28th February prior to the SSCC which will take place in week 6.
- Meeting with Careers centre on Tuesday 26th February to discuss a possible careers event in chemistry.
- Running the chemistry SP elections and attending the mixer.
- Attending another chemistry applicant open day this Saturday and going to a dinner in the evening.

**Classics - Rebecca Hachamovitch – classicspresident: no report submitted.**

**Computer Science - Martynas Noreika – compscipresident**

- Usual duties (meeting with DoT, sending email with updates to students)
- Industry Engagement Program
  - Reviewed the candidates and selected the most promising ones for a further interview
  - Updated the legal collaboration agreement based on the feedback received from the industry partners
  - The interviews are scheduled to happen tomorrow at 4pm
  - We hope to select a group of candidates that would fit the project requirements the most
  - If all goes well, the work should start next week
- Mid-semester survey
  - This year, after feedback from the students, we are collecting the results electronically
  - We still ask the lecturers to give us some extra time before each lecture and ask students to take their phones out and fill the survey
  - We hope to collect all the responses by the end of this week and process them by the end of the next one
- The SSCC meeting is scheduled in Week 7
- Computer Science ball
  - Trying to find a platform to sell tickets on
  - The Union is not keen to let us use their ticketing system
  - Considering using circle pay as an alternative
- Well-being day
  - Reached out to Nick (DoWell) regarding organising a well-being day in CS
  - Received no response yet, I assume he is very busy with the elections and will respond after they are over
  - In the moment, will try to reach out to Alisa and discuss how the event was organised in Physics

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

- I met with my DoT to discuss a new initiative called Curriculum Connect and the junior-honours non-credit-bearing module that may arise from it, strategies to increase the degree to which sub-honours students engage with their modules, and the promotion of the NSS to senior-honours students.
- I have been liaising with fellow students in order to gain their feedback on these topics.
- I will meet with the DoT and the HoS to deliver my findings and collectively plan out next steps to do with these topics.
- I have received emails from a couple of students thinking of running for Div Pres so I provided them with the necessary information and hope that they will nominate themselves this week!

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

- Finalized mental health poster approved by SEES staff, DoWell, and hopefully student

services. Media is with the design team, no ETA provided yet. Hoping before March 7th as that is student services "Mental Health" day. This would coincide nicely.

- Mentoring scheme between final year students and PhDs has been completely set up. First meeting is Apr 9th.
- Loan schedules for 1st year textbooks changed to be more accommodating
- Geological Life planned for Apr 11th
- Careers talk with coal authority hopefully coming together soon. Date TBD
- Setting up meeting between honours MGeol students to clarify information
- Setting up meeting between 3rd/4th year BSc students to clarify dissertations
- Contacting estates regarding closing of Irvine parking lot – issues with construction practices and limited access to building for disabled students.

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

- We held our first Class Representatives Forum and SSCC. There were not many issues raised by students so the meetings ran very easily. We decided to keep combining the SSCC and PSSCC as postgraduate students still feel they do not have enough issues to raise separately and benefit more from being in the larger group discussion.
- On February 13th, we hosted our first social event of the semester. This was a pub quiz at Whey Pat. It was extremely successful and had such a high attendance that we could not all fit in one room.
- We will be hosting "Cocktails and Consumption" on March 6 as our next social event
- The Bull and Bear Ball has been finalised and confirmed. We have booked Hotel du Vin for 13 April and tickets will be £47.
- We will be hosting an alumni event on 5 April.

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

- Had a meeting with my DoT, Head of School and Rebecca Wilson from CAPOD in order to put in place a mentoring scheme for next year. Excitingly, this will be implemented from this summer, starting with a mentoring scheme targeted at incoming students.
- I am in the process of organising a Careers in the Creative Industries alumni panel, in collaboration with the School of Film. We have a confirmed speaker and a date so far.
- I am liaising with the Book Club society to arrange a joint pub quiz between the School of English and the society some time in the near future.
- I have promoted the School of English's Equality & Diversity survey to gauge student opinions on these issues over the past couple of weeks.
- Along with the PG reps, we have put in place plans for a PG social to happen on the

evening of Friday 1st March, in order to gather feedback for our upcoming SSCC.

- Plans for a 'Careers in Academia' event are underway, with lecturers speaking on their pathway into academia. I've been organising the logistics for this, and it will take place on Monday 12th March.
- Finally, I've started to organise a postgraduate information event for honours students. This will take the form of a panel with speakers from each of the School's 8 Masters programmes, as I wanted to put more focus on PG study as one of my goals as president!

**Film Studies - Lyndsay Townsend – filmpresident: no report submitted.**

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

Week 3-4

- Worked with class reps to collect feedback for the first SSCC of this semester. I designed a universal survey for the School which CRs distributed in addition to using their own preferred methods e.g. Post-it notes in lectures.
- Organised a Pre-SSCC with class reps to discuss the feedback and write the agenda for the SSCCs. We met on Friday 15 February at 12pm in the Committee Room. Feedback was positive overall and very few teething issues in modules so far.
- Met with Rebecca Wilson from CAPOD to discuss the feedback for the SGSD mentoring scheme and continuation plans. Most students said the scheme was very helpful, but also many had not maintained contact with their mentor. The majority of the suggestions for improvement were matters I had noted, such as organising an event during Freshers' Week specifically for mentors/mentees to meet. Rebecca and I agreed the mentoring scheme should remain a responsibility for the School President.
- I worked with GeogSoc to organise a joint pub quiz with GeolSoc to raise money for Geoball 2019. The event was a big success and we hope to organise more events together in the future. In addition to this, GeogSoc also organised a bake sale outside the library which was also very successful.
- I attended the Teaching Committee where we discussed the feedback from the University-led Review last semester and also potential changes to marking criteria in the School.
- I met with one of my class reps Leonie Malin to discuss a project of hers which hopes to enable students to create and implement their own solutions to environmental problems. We discussed the ways in which I can help her such as promoting the event, putting her in contact with staff and possibly funding. I also put her in touch with the Environment Officer Lauren Davis who I have been told has provided lots of good ideas for the

project.

#### Week 4-5

- I organised a “Diss-Cussion” event, where third year students could come and ask fourth years questions about their dissertations and the process overall. It was very well attended and people said they liked the informal feel and the opportunity to ask people about their topics and their supervisors.
- We had our first SSCC of the semester which was very productive. As mentioned from the previous week, the feedback was largely positive overall. Also, many of the class reps had already met with their heads of year before the SSCCs to discuss problems as they occurred.
- One of the requests from both UG and PG class was for there to be more careers events this semester. I included a sign-up form in my weekly e-mail for students to join a new “Careers Committee”. We have had a good number of students volunteer and we are planning to meet with Dr Jo Hale and Pamela Andrew to see what ideas for events they would like to pursue.
- Operation Smile got in touch with me to discuss organising an event with either or both of the School’s societies. We are currently talking about either a bake sale or maybe even a pub quiz.
- After the success of the Diss-Cussion event, I organised an “Hon-Versation” event with GeogSoc where second years could come and ask the committee members questions about the transition to Honours. People once again liked the informal feel to the event and the opportunity to ask questions about different modules without the presence of the staff.

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

- Organised end of semester dinner for the 27th April
- Had a meeting with the University’s Principle to discuss the how the graduate school is getting along

#### **History - Sahil Ali – historypresident: no report submitted.**

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

- Obtained grant and loan from the Union (thanks!) for Ambassador’s Ball, the first IR School Ball with the Foreign Affairs Society
- Paid initial deposits at the Old Course and signed contract



- Booked launch event at the Adamson (to take place Thursday, February 21st at 9 PM)
- Launched Ambassador's Ball social media pages
- Met with the design team for the Ball social media cover photos, etc.
- Sold 52 tickets (and counting!) to launch event
- Obtained initial sponsorship from local businesses, possible larger sponsors in the works
- Booked photographers, security, musical acts
- Attended TLAF meeting, three meetings of the Equality and Diversity Committee and its Student Careers programming subcommittee
- Began initial planning for an IR Careers Day in Spring of 2020.
- Met with Dr. Brett, the School's new Careers Link
- Met with PhD reps to go over student feedback and SSCC agenda
- Postponed PhD SSCC to later in March to better fit with student and staff schedules
- Sent out initial invites for the first of two "Pathways" careers events
- Met with South Asian Society and United Nations Association St Andrews to begin planning for a South Asian development panel
- Scheduled CAPOD training for two UG class reps to begin the IR student mentorship programme (should launch in April)
- Scheduled meeting with First Abroad students interested in studying IR at St Andrews
- Trying (still) to re-establish the Student/Staff lunches, but class reps are not volunteering to help and I don't currently have the time to organise the logistics (this is upsetting, because that was a great way to improve school community that the SP two years ago had offered, and I'd love to bring it back. Any tips on encouraging class rep engagement?)

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

- Met with PGR and PGT reps for the first SSLC meeting of the year. Discussed the possibility of adding more dining options in the gateway building including a vending machine and a microwave. Will bring this up with other presidents at Educom asking what facilities are available in other schools.
- Met with CAPOD to discuss mentoring schemes. Received school review report and in the process of discussing results with the director of teaching.
- Finalized the plans for the Bull and Bear Ball on April 13th – ticket sales will be next week.
- Meeting with my head of student experience at the school to discuss final events preceding graduation.

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

- Had the ticket sales for Pi Ball
- Carried out the Mid-Semester Surveys

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

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

- Held 3 Events Committee meetings to prepare for Modern Languages Ball
- Met with Careers Centre link to organise Careers Panel
- Met with DoT to plan a Wellbeing Day
- Met with School Careers Officer to discuss the creation of a LinkedIn group
- Organised and attended Modern Languages Welcome Back Social, which was very well attended
- Attended German Department Honours Social and gave a speech to advertise upcoming events
- Attended School Officers Meeting
- Attended Teaching Committee
- Attended Athena SWAN Award Committee Meeting
- Attended meeting with Dr Rossignoli and the Conveners to discuss the implications of Brexit for the School
- Attended fortnightly meeting with Class Reps, German Convener and German HoD
- Sent out weekly email
- Took part in a one-day Instagram takeover, where I advertised upcoming events and language initiatives
- Met with Head of School to discuss introduction of Chinese Studies

### *German*

- Met with Head of Department to discuss module quality
- Organised a Year Abroad event for First and Second Year students with questions

### *Russian*

- We have had a busy few weeks in the Russian Department.
- Our School of Modern Languages Welcome Back Social was a great success!
- This week we are having our SSCC meeting and today (Monday) I will be meeting with my class reps to discuss our agenda and their findings.

### *French*

- Met with Modern Language Convenors to discuss events for the semester
- Attended meeting with Claudia to discuss Brexit and the impact to the school of Modern Languages
- Met with Head of Department to plan SSCC and other events for the semester
- Met with our events committee to discuss GloBall

**Music - Aileen Walsh – musicpresident: no report submitted.**

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

- Attended E&D Committee meeting and SAT (for Athena Swan) working lunch; on the survey team (focusing on student data/feedback)
- Had successful SSCC using the 3 new questions; almost all Reps attended and an Action Plan was drawn up. I have sent the finalized Minutes to my DoT - my MLitt Rep (who acted as the secretary for most of the SSCC - he had to leave early) kindly helped me consolidate and edit them!
- Worked with a second year (Natalya Stone) to create the 'Happiness Wall' in Edgecliffe for the University's Mental Health Day (on March 7th)
- Posters to promote the Happiness Wall will be put up tomorrow (Natalya made them, I have to print them)
- Successfully ran a very well-attended Humanities Careers Fayre alongside the Schools of History and Classics. We had 7 alumni speakers, one PG speaker, and a lot of enthusiastic careers centre staff show up (in addition to ~70+ students)! Very thankful to the alumni who attended; their travel expenses and the costs for wine are catering have just been sorted. Was great working with Sahil and Rebecca!
- External speaker and IR speaker confirmed for the Panel event to be held in May (on the 7th) alongside MAP and PhilSoc; currently sorting out funding and dinner booking (either at Maisha or the Russell Hotel) – working closely with a fourth year (Kirsty)
- Promoting PhilSoc's weekly talks on social media; this Wednesday an Oxford professor is coming to speak about social and material equality!
- Meeting with Class Reps in two weeks to discuss plans for this semester, how the SSCC went, any ideas they may have, etc.
- Had a meeting with DoT regarding our plans for this Semester (focus on E&D, inclusivity, getting more people to fill in the SSCC)
- Promoting Teaching Awards and the Proctor's Award on all social medias; really trying to get the numbers up for Philosophy (hard-working staff and students deserve the

recognition!)

- Daily Twitter updates regarding everything to do with Philosophy at the University
- Promoting elections; had a few potential candidates come talk to me about the role, etc.
- Sending my weekly emails, as usual
- Decided against a Buddy Scheme social, but will invite mentors and mentees to Departmental events to meet that way. Have sent encouragement (i.e. meet up with your buddy if you like!) and update emails on a bi-monthly basis to the participants
- Have been in close contact with CAPOD and my DoT regarding improvements that we can make on the Buddy Scheme for next year, and we are hoping that the next School President will want to take it over and make it even better!
- Sent out a library survey to find out how many students actually use it during the term/not just before exams; overwhelming amount of feedback in support of frequent library use and this has helped promote it as a study space to those who did not know it existed
- Summarized findings for each module, at every level, for the 3 new questions; sent a final write-up, especially pertaining to E&D findings, to DoT, E&D staff member and the School-wide E&D Committee head
- Been in contact with the MLitt coordinator, in order to discuss last Semester's issues (results were being released at different times for different people, across all modules; multiple complaints)
- Mature Student Rep feels unsupported by the University/ASC/Union/Department as nobody can tell him who the other Mature Students are in the Department; he has questioned his role (and could not give more than two people's feedback at our SSCC). I have enquired about data on Mature Students but not really received any concrete responses, neither has he...
- Attended MAP's Friday lunch; forging closer connections to the PhD community – they are currently working on the recent climate survey they conducted at PG level. MAP honestly does amazing work in the Department; happy to be a part of them/working with them more often!
- Lecturers agreed after the SSCC to be a lot more explicit regarding seminar etiquette, how topics do or do not link together in a module, what is expected of the module (repeating it throughout the classes, not just at the start), based on most student feedback
- Seminar guidelines (for E&D/etiquette/respect during class) are currently being updated by the Department; been in contact with some alumni who set these guidelines up, in order to get their insights, too

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

- Planned annual Burns supper to be held on 28th Feb at Scores hotel, sold tickets to students and staff. 28 tickets sold with help from some reps. Funding applied for from school and union to keep cost down to £19 per ticket which is £4 cheaper than previous years. Ceilidh band confirmed and 3 course meal served at dinner. Looking forward to a post-EduCom ceilidh! Would recommend to next school president: getting a social rep to help with this, it was a lot of time-consuming work.
- Mid semester surveys have all been approved by staff and printed and are going out to each module by the reps this week. Some new equality and diversity questions have been added to each year's compulsory module. These were last asked in 2015 and it will be interesting to see the difference.
- Met with someone from CAPOD to talk about a mentoring scheme. School is going to put one in place first for JH and then for incoming first years. New mentoring line manager will be necessary but someone has already come forward.
- Worked with a "town and gown" scheme to put a 14 year old girl who loves physics in touch with a current undergrad so they can meet/go to some physics events etc.
- New reps for new modules have been elected: Abbie Donaldson, Emily Dow, Alex Weiss, and Sarah Johnston now all on rep list.
- First student-staff council meeting of the year went well, vacation award committee was elected and everything kept to time. Lecture capture was brought up to be discussed at a later date and so a committee of students may be formed to discuss this with the school further. All students have been directed to the school handbook in the meantime.
- Offer holders visiting day was successful. I gave a speech on the "student perspective" of doing a physics degree at St Andrews, as well as being present for the day. People seemed happy and it was nice to see lots of people talking to each other.
- Looking forward to elections, have sent emails out and have already had 2 people talk to me about running!

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

- Careers Fayre 2019
  - Meetings with class reps
  - Meetings with Careers Link
  - Meetings with Careers Advisor
- Workshops
  - Meetings to find funding
- Equality, Diversity, and Inclusion

- Setting up events and survey
  - Meetings with staff and committee
- SSCC (20th February) - class reps did really well
  - Class rep meetings, meeting with DoT, SSCC
- Academic support: Statistics & Research methods workshop (12th February)
  - Run by CAPOD Coordinator
  - Meeting to organise future workshops and improvements
- BPS - Preparation for upcoming UG Conference and organisation of transport
  - Meeting with School admin
  - Meeting with staff
  - Meeting with DoT
  - Setting up registration link
- Transition event
  - Held transition event (4th years talk to 3rd years) on 22 Feb
- Teaching committee
  - Attended TC meeting
  - Input on deadlines, assessment structure
  - Requested that extensions are better explained e.g. implications etc.

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

- Organised with fourth-year rep Abi and third-year rep Katie a transition to dissertation event where students who have just handed in their dissertations will be speaking to third-years about their dissertation projects and about what they wished they had known when they started. The intention is to alleviate worries and to answer dissertation queries that third-years have.
- Held a successful "cake for your thoughts" session to gather feedback for a curriculum review that's being implemented following student feedback.
- Opened for applications to take over the mentoring scheme and chose a candidate after reviewing candidates with the department link (Stan) and the CAPOD link (Rebecca).
- Met separately with honours and sub-honours Directors of Teaching to discuss a new format of the SSCC prior to the TLA meeting since we needed to be in agreement for the change to go through (reps will meet the relevant DoTs in advance of the undergraduate SSCC).
- Attended TLA meeting where I relayed the curriculum review feedback, got approved the change to SSCC meeting format and discussed various matters that cannot be included here due to confidentiality.

- Met with Head of Department to discuss supervisor allocation and to schedule SSCC meeting for undergraduate (3rd of April at 2 pm). Also discussed low attendance numbers for this year's Burn trip.
- Setting date for postgraduate SSCC meeting with the MRes and the PhD coordinators in consultation with PG reps.
- Met with my four careers reps to start planning our careers event on the 16th of April "What Can You Do With An Anthropology Degree?". Subsequently the first-year rep Anna has booked a room and the fourth-year rep Abi has contacted the careers centre to get help with finding speakers.
- Guiding second-year rep on setting up a careers advice pop-up session.
- Met separately with two people interested in running for School President of Social Anthropology.
- Attended numerous Election Committee Meetings and had shifts in the Election's Office.
- Attended Equality & Diversity meeting where I was added to the new Athena Swan group for my school.
- Went to Athena Swan meeting and joined the working groups for survey questions and existing student data group.
- Talked with Director of Teaching about SSCC minutes being uploaded to the departmental webpage.
- Discussing with various class reps potential upcoming events (cake & tea afternoon, Fieldwork guidance events for second years, etc).
- Attending Election's Mixer and advertising the elections via Social Anthropology page and groups.
- Send out weekly newsletter.
- Held weekly office hours.

### **Reports from Faculty Presidents**

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

- Nothing to report.

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

- Not too much to report; my main focus currently is working as part of the Elections Committee. This is going well so far but should really pick up speed in these next two weeks!

- Preparations for Science week are going well, I am working on a couple of events with the Science Outreach officer and helping out with the Discovery Day in the Physics department.

**Report from Postgraduate Academic Convenor – Ashley Clayton – pgconven: no report submitted, verbal report to follow.**