



**Minutes of Education Committee  
6<sup>th</sup> of November 2017, 5:30 pm  
Students' Association Committee Room**

**Present**

**Member**

Zach Davis  
Fanny Empacher  
Nicola Simonetti  
John Weaver  
Lily Ratcliff  
Erin Phillips  
Julian Frink  
Gergely Flamich  
Cameron Smith  
Charlotte Gordon  
Alison Quinn  
Ellen White  
Gaby Levey  
Alice Foulis  
Carissa Jacobs  
Caitlin MacDonald  
Antonia Zimmermann  
Alisa Danilenko  
Gianluca Giammei  
Rikke Nedergaard

**Position**

Director of Education  
PG Academic Convener  
Art & Divinity FP  
Science & Medicine FP  
Art History SP  
Biology SP  
Classics SP  
Computer Science SP  
Divinity SP  
Earth Sciences & Geology SP  
Economics & Finance SP  
English SP  
Film Studies SP  
History SP  
Medicine SP  
Modern Languages SP  
Philosophy SP  
Physics & Astronomy SP  
Psychology & Neuroscience SP  
Social Anthropology SP

**In attendance**

**Name**

Ros Campbell

**Position**

Academic Monitoring/Development Adviser

## **Absent**

### **Member**

Jacob Pepper

### **Position**

Chemistry SP

## **1. Apologies**

### **Member**

Abi Whitefield

Sarah Gharib

Philip Caraci

Andrew Mitchell

### **Position**

Geography & SD SP

IR SP

Management SP

Mathematics & Statistics SP

## **2. Feedback Course**

Ros introduced the new Feedback Course on Moodle which has been developed by CAPOD. The course is aimed towards first years, helping them to identify feedback in a constructive way. The course features three sections which contain videos and interactive activities. The members responded positively to the course and discussed when would be the best time to advertise the course to students. The follow options were discussed: before summer, alongside the first feedback a student received, and around/during independent learning week. It was felt generally that deadlines and feedback times varied too much between Schools to have a University wide date, and that Schools should work around their deadline schedules. Ros informed that she will liaise closely with the Directors of Teaching.

## **3. Matters Arising**

### **a. Approval of Minutes**

The minutes of the previous meeting were approved.

### **b. Follow up on Education Committee Business**

Zach reminded the members to send on any information on academic mentoring schemes to himself (doed@) and Claire (dowell@). Zach will distribute the list of School Careers Links to School Presidents.

## 4. Reports from School Presidents

**Earth & Environmental Sciences** – A new society has started up within the School focusing on carers and events. Took part in the Schools internal review.

**Medicine** – The School has set up a new Quality Enhancement post to help with following up on student issues from SSCC meetings.

**English** – The School is helping to coordinate autonomous learning groups for dissertation students, and working toward producing marking criteria for creative writing assessments. Working on a careers event focusing on publishing.

**History** – Updating Moodle with more instructions for students and working on advice and feedback for Honours students.

**Film Studies & Music** – Held the first SSCC meeting which went well.

**Social Anthropology** – Putting on small trips for students such as costal walks. Putting on a joint event alongside the School of IR. Meeting with all dissertation students to gather feedback.

**Philosophy** – Women in Philosophy panel event occurring this week. Preparing for the University's internal review of the School.

**Computer Science** – Held the first Schools SSCC meeting which ran well. Many issues had already been solved prior to the meeting. Direct entry students have had a difficult time mixing with the second year cohort – organising a social afternoon to help. Similar issues with PG students, and looking into what events can be planned.

**Art History** – Participated in the Schools first Learning & Teaching Committee meeting. Looking closely at the different types of assessment within the degree structure.

**Physics & Astronomy** – Finished processing the mid-semester survey and circulated to staff. SSCC next week mainly focused on the mid-semester survey results. Careers fair taking place on Wednesday.

**Modern Languages** – Issues with Class Reps responding. Teaching Committee reviewed the Schools NSS results and staff are concerned with some ambiguous questions in which the School did not perform well in, however did not want to influence student answers. John suggested a NSS poster which went down well in Physics last year. Some confusion over PG SSCC meetings and who is responsible to organise them. Zach suggested reaching out to the PG Exec Rep.

**Psychology & Neuroscience** – Currently a lack of progression aid for students looking to continue in higher education (Masters/PhD opportunities). Possibility of an academic careers fair.

**Biology** – New building space opening up for students. Putting on a lunch party to celebrate the opening. Members discussed the Employability Rep Forum, seeking more clarification about what the meeting is for on the 16<sup>th</sup> of November. Zach commented that it is for all Employability Reps to report on their career events and to collaborate on future projects. All School Presidents are welcome.

**Divinity** – Working on a careers event which will take place in two weeks.

**Classics** – Looking into lecture capture within the School.

## **5. Reports from the Faculty Presidents**

John and Nick highlighted that the SSCC meeting for interdisciplinary modules will be taking place soon, following an initial meeting to talk about common issues. Both reported that the next Working Group will be taking place on Wednesday at 6pm.

## **6. Report from the PG Academic Convener**

Fanny reported that both the PG Executive Committee meetings will be taking place on the 9<sup>th</sup> (PGT) and 16<sup>th</sup> (PGR). Items on the agenda include advising (PGT) and tutor marking (PGR).

## **7. School Careers Links**

Zach reminded the School Presidents to reach out to their School Careers Link.

## **8. ACOB**

Rikke raised the issue of fieldwork tuition fees. Students no longer receive a reduction in tuition fees for year that they are undertaking fieldwork. Rikke asked members to get in touch if this is affecting their School.

**ACTION – SPs:** School Presidents should get in touch with the School President of Social Anthropology if changes to field work tuition fees are affecting their School.

Zach reminded members that they can have events included in the all student email. They should submit them by 12pm on Thursday for to be send out the following Monday.

**The meeting adjourned.**

**The next meeting is School Presidents Forum on the 27<sup>th</sup> of November 2017 at 5pm in the Students' Association Committee Room.**