



**Minutes of Education Committee
30th of October 2017, 5:30 pm
Students' Association Committee Room**

Present

Member

Zach Davis

Fanny Empacher

Nicola Simonetti

John Weaver

Lily Ratcliff

Erin Phillips

Julian Frink

Cameron Smith

Charlotte Gordon

Alison Quinn

Ellen White

Gaby Levey

Alice Foulis

Sarah Gharib

Andrew Mitchell

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

Divinity SP

Earth Sciences & Geology SP

Economics & Finance SP

English SP

Film Studies SP

History SP

IR SP

Mathematics & Statistics SP

Philosophy SP

Physics & Astronomy SP

Psychology & Neuroscience SP

Social Anthropology SP

In attendance

Name

Claire Shirley

Position

Director of Wellbeing

Absent

Member

Carissa Jacobs
Caitlin MacDonald

Position

Medicine SP
Modern Languages SP

1. Apologies

Member

Jacob Pepper
Gergely Flamich
Abi Whitefield
Philip Caraci

Position

Chemistry SP
Computer Science SP
Geography & SD SP
Management SP

2. Matter Arising

a. Approval of Minutes

The minutes of the previous meeting were approved with no changes.

b. Follow up on Education Committee Business

Zach reminded students to keep updating the Class Rep spreadsheet and to email Fanny with details of PG Executive Reps. The upcoming PR Executive Forum meeting are the PGR meeting on the 16th of November and the PGT meeting the 9th of November.

c. Follow up on School Presidents' Forum Business

Minutes have been approved and distributed. Zach reminded SPs to email him about any PG events held in Schools.

3. Reports from School Presidents

Divinity – Careers event taking place on the 21st of November for summer internships and has met with the Schools E&D committee.

Psychology & Neuroscience – Helping out with an event for prospective students in the School and is attending Teaching Committee tomorrow.

Biology – SSCC meeting coming up and preparing for that. Looking to push for two SSCC meetings a semester. Attended the Schools Teaching Committee and helping out with the Athena Wan Silver application.

Earth & Environmental Sciences – Put on a microscope session for Sub-Honours years lead by Honours students. Putting on dissertation talks with wine and cheese and has a Teaching Committee coming up.

English – Held a dissertation pizza party in independent learning week and is working on a pub quiz with the Book Club Society.

Economics & Finance – Working on a summer research careers event and has inputted into changing feedback forums for students.

Physics & Astronomy – Finished compiling the mid-semester survey and held an internship panel event. Wellbeing event in the works.

IR – Already held two SSCC meeting for Sub-Honours. The School has set up a new monthly teaching forum for staff members to share good practice. Working on the Athena Swan application and dissertation support groups.

Classics – Internship event in collaboration with English, Philosophy, and Art History with around 80 attendants. Putting on a gender fluidity workshop in collaboration with LGTB+. SSCC, Teaching Committee and E&D meetings all going well.

Philosophy – Held first SSCC, difficulties with getting staff to follow up on action points. Issues with PhD office space being relocated. Putting on a women in Philosophy panel next week.

Art History – SSCC meeting coming up next week. Issues with School Presidents booking rooms in the Association. Zach advised SPs email sarooms@ to request a room. Planning careers events.

Mathematics & Statistics – Held first SSCC meeting which focused on feedback from the mid-semester survey. Internship information event on Thursday with student speakers. Planning an undergraduate research forum to highlight opportunities and funding.

Film Studies & Music – Held a virtual reality session which was well attended. Looking into a visiting day revamp to help new lectures. SSCC next week and Class Reps have been great at gathering feedback.

Social Anthropology – Successful shut-up and write event. PhD Reps are looking into setting up a conference. Looking into study abroad opportunities for students. Burns weekend is clashing with a conference.

History – Attended the Schools Athena Swan meeting. Organising an internship event with speakers who were out last summer. PGR students are presenting research to undergraduates. Updates to the School website for travel fund and prize information. SSCC coming up in week 12.

4. Reports from the Faculty Presidents

John and Nick discussed the Learning & Teaching Space Review and proposed an academic representatives social event.

5. Report from the PG Academic Convener

Nothing to report.

6. Academic Mentoring Schemes

Claire and Zach introduced the topic, in which they were looking to gather more information about academic mentoring schemes currently ongoing within Schools. They are looking to put together guidance on how to set up and maintain a mentoring program within a School. Most Schools reporting having a mentoring scheme ran through either the School or a society, which was focused on 1st years being mentored by Honours students. No Schools reporting having mentoring for study abroad students or PhD students. The committee discussed potential problems with mentoring which included mentees not reaching out or attending socials, as well as potential mentees not accepting an offer to the University. In terms of commitment time, this varied between Schools, some being until the mentees first deadline, a semester, or a year. The committee agreed a handbook to lay out expectations and explain how to set up a mentoring scheme would be beneficial.

ACTION – SPs: School Presidents to send information on mentoring schemes within their school to the Director of Education and the Director of Wellbeing.

7. PANGEA

Claire introduced PANGEA, which will be taking place in week 9, a cultural and diversity celebration. The Students Association is looking for School Presidents to get involved where possible.

8. Papers for Information

Zach highlighted the papers for information. No questions were raised.

9. ACOB

John asked the School Presidents if they had met up with their Schools Careers Link. Some School Presidents didn't know who their Careers Link was. Zach suggested to invite Careers Links to their current events to help break the ice.

ACTION – DoEd: To circulate the list of School Careers Links to School Presidents.

John mentioned that the poll for the next workshop on careers will be circulated shortly.

The meeting adjourned.

The next meeting is Education Committee on the 6th of November 2017 at 5:30pm in the Students' Association Committee Room.