Minutes

- **Welcome**
- **In Attendance**
  - Members Present
    - Adelayo Adelayo   (AA)   VP Education
    - Ines Coutinho   (IC)   Student Representation Co-ordinator
  - In Attendance
    - Academic Reps & Faculty Officers
    - Staff Support

- **Minutes Ratification**
  - No Minutes ratified
- **Dates to Note**
  - Academic Rep Conference – 29th October 10am
  - General Meeting – 30th October 5pm
  - Education Zone 2 – 25th November 5pm
- **Elections & Resignations**
  - Elections
    - No elections took place

  - Resignations
    - No resignations were handed in
- **Reports**
  - Vice President Education, Adelayo Adebayo
    - Introduction of new Academic Rep system.
    - Introduction of no Welcome Week lectures for new students was very successful.
    - Inter-University Employability program to get students to work on real world sustainability opportunities. Currently have 61 students across the 5 universities learning real world transferable skill with an awards night at Edinburgh Napier in January.

- - - Academic council has three faculty officers (these have already been chosen) as well as VP Education which allows for students to have their voices heard in academic policy making.
    - Student engagement was high in a questionnaire surrounding AI, Student Learning Services and if students know where to give feedback.
  - Engagement Volunteer Officer, Miranda Currier
    - No report given
  - Postgraduate Volunteer Officer, Ariana McGrattan
    - No report given
  - Alternative Pathways Volunteer Officer, Michael Sammels
    - No report given
  - Mature Students' Volunteer Officer, Michael Taylor
    - No report given
  - Parents & Carers Volunteer Officer, VACANT
    - No report given
  - Care Experienced Students Volunteer Officer, VACANT
    - No report given

- **Updates, discussion and decision topics**
  - SSVC Feedback
    - Name updated from SSFC to highlight the importance of Student Voice
    - Some students may be asked to chair these meetings – this is not a requirement and you can refuse. The students should be leading the meeting rather than staff which is why this option is there.
    - Feedback tracker is a traffic light system implemented by the University to help track if the feedback from the SSVCs is being carried out.
  - Lecture Recording Policy
    - Currently working on a solution to make sure the lecture recordings are taking place consistently. If this is not happening, please get in touch with VP Education.
  - Curriculum Transformation
    - Education and Student Experience strategy is a restructuring strategy by the University for the next 5 years which includes a curriculum transformation.
    - All programme curriculums will be redesigned to be simpler and operate more efficiently.
    - This includes a review of combined honours courses and optional module coherence.

- A student focus group has been established by the Union. If you would like to be included, please contact VP Education.
- **Any Other Business**
  - **Artificial Intelligence Assessment Scale (AIAS)**
    - The University has adopted the AIAS which is a framework that allows for students and staff to understand the role of generative AI in assessments.
    - It has had a successful trial by FNS and FHSS last academic year which has resulted in the framework being rolled out across all modules and programmes.
    - An AI coversheet is being trialled in FNS which asks students to keep a version history of the assignment to have as evidence of academic integrity.
    - VP Education asked for student feedback to pass onto Student management
      - OM: Is relatively clear however, students can be confused between outlining (level 2) and idea generation (Level 3). This is a taught skill which is not provided by the university. Is there any thought of teaching these skills and how to use AI ethically?
      - OM: Could examples be included to make it clearer?
      - OM: This is not being used in every module.
      - OM: Grammarly is AI and can be paid for by DSA (Disability Student Allowance) so is there any clarification on which programs are included in the generative AI system? Could a clause be introduced in response to this issue?
      - OM: Certain faculties have not been giving much information on how to reference AI.
      - OM: In the No AI Level 1 people can come about information from AI by accident e.g. google co-pilot automatically coming up in every google search. Is there a way to just reference that in Level 1 assignment?
      - OM: The terminology of AI Exploration (Level 5) is unclear and why is it after the Full AI (Level 4).
      - OM: Can there be one assignment a year which makes students use AI so certain departments don't fall behind on AI skills which everyone will have to use in their future? This could be optional as some people have ethical objections.
      - OM: Could FNS get more information on the AI coversheet and version history as a lot of students are very confused especially due to the rollout?
        - IC: The faculty officer for FNS has been collecting student feedback on this rollout and

> > this has been given to the Union who will provide feedback to the faculty.
>
> - OM: If examples are given can there be faculty specific examples as different divisions will use AI differently.
> - OM: What happens if you accidently use the wrong level of AI?
> - OM: this is causing a lot of anxiety for especially new students.
> - OM: This scale is naturally going to be taken as a generative AI sense but there are so many forms of AI that are not generative, and these are not used by the students as they are unknown. These forms are also not represented in this scale.
> - OM: There might be reasons why students are using AI which are not being explored.
> - OM: Can the university provide information on how to represent yourself if you get falsely accused of using AI?

- **Faculty Officer Reports**
  - *FAH – PGR Faculty Officer: Monica Liu*
    - No PHD Academic reps – to release more information
  - *FAH – PGT Faculty Officer: Louise Murphy*
    - Academic reps in all divisions – working on January starts
    - First social was a success
    - Completed two education and student experience committees
  - *FAH – UG Faculty Officer: Katie Parker*
    - First social was successful – good turn out
    - Took part in the education and students experiences committee
    - Created a drop-in session for academic reps in Politics and History division – hopes to spread this across the faculty
  - *FNS – PGR Faculty Officer: Hamzeh Norouzi*
    - No report
  - *FNS - PGT Faculty Officer: Krishna Ridhu*
    - Attended training dates to create contacts with academic reps
    - Discussed ethical ways of collecting feedback
  - *FNS – UG Faculty Officer: Martine Klingberg (not present, report given by AA)*
    - Focused on academic rep training and recruitment
    - Successful academic rep social
    - Working on gathering feedback about the new AI Coversheet
  - *SBS – PGR Faculty Officer: Mehwash Fatima*
    - No Report

- *SBS – PGT Faculty Officer: Doris Machuca*
  - Focused on Rep Recruitment – very success
  - First social was a success – currently planning a second one
- *SBS – UG Faculty Officer: Bethan Wells*
  - Every division is covered by a rep – working on getting every year
  - Working on integrating the STEER PEER programme in the faculty
- *FSS – PGR Faculty Officer: Ashley Willis*
  - 2 Reps currently
  - Monthly informal socials for all FSS PGRs
- *FSS – PGT Faculty Officer: Miranda Currier*
  - 5 total reps
  - Successful PGT social
  - Focusing on rep recruitment with PGRs
- *FSS – UG Faculty Officer: Antonia Langford*
  - Reps cover each division, not all years
  - Attended seminars to boost recruitment
  - Attended the academic fair – gained reps
  - Introducing drop-in sessions for reps before SSVC
  - Working on recognition of the STEER PEER programme by contacting lecturers
- *FHSS – PGR Faculty Officer: Regan Ott*
  - Not successful rep recruitment
  - Assiting first-years get settled and setting expectations between students and supervisors
  - Meeting with Reps and the Institute of Advanced Studies next week
- *FHSS – PGT Faculty Officer: Majka Edwards*
  - Working on Rep Recruitment
- *FHSS – UG Faculty Officer: Cat Thomson, (Not present)*
  - No report given
- *FHSS – UG Faculty Officer: Carly Cieslar-Moore (Not present)*
  - No report given

- **Date of Next Meeting: 25th November 2025**