

Minutes

Education Zone

16th November 2023

There will be a meeting of the **Students' Union Education Zone** on **Thursday 16th of November 2023** from 5pm via **Microsoft Teams**.

In order to ensure the meeting is kept to time please ensure all attached papers are read in advance.

IN ATTENDANCE

- 1.1 Members Present
 - Katie Gethings KG VP Education
 - Zoe Crosher ZC VP Communities

- 1.2 In Attendance
 - 76 Attendees, including Academic Reps and Faculty Officers

- 1.3 Staff Support
 - Nick Manton NM Communications Officer

MINUTES AND MATTERS ARISING

- 2.1 Minutes were ratified by KG.

CHALLENGES TO ORDER PAPER

- 3.1 No challenges to order paper.

DATES TO NOTE

- 4.1 First Life Skills workshop – Interview Skills, Tuesday 21st November

ELECTIONS & RESIGNATIONS

- 5.1 Education Volunteer Officers Elections.
 - 5.1.1 Engagement Officer (x1): Zoja Repovs is elected.
 - 5.1.2 Postgrad Officer (x1): Jane Dike is elected.
 - 5.1.3 Alternative Pathways Officer (x1): Dev Delvadia is elected.
 - 5.1.4 Mature Students' Officer (x1): Ali Rees is elected.

REPORTS

- 6.1 VP Education
 - KG Report can be read in

- 6.2 Engagement Officer
 - ZR I'm Zoya, I'm a fourth-year psychology student and I have been elected engagement officer. I will be working within the education zone to promote academic engagement within the student body. If there's anything I can help you guys with hopefully I'll be able to do that. I'm really new to this so I'm gonna be looking at Katie for more guidance but I'll get into it.

- 6.3 Postgrad Officer
 - JD [JD was absent and did not provide a written report.]

- 6.4 Alternative Pathways officer

DD [DD was absent and did not provide a written report.]



6.5 Mature Students' Officer

AR Hi everyone. I don't have much to update, but I would encourage any mature students to reach out any reason on my email.

UPDATES, DISCUSSION AND DECISION TOPICS

7.1 SSFC Feedback

KG I'm going to go over what an SSFC is and their responsibilities most of you. SSFC is a student staff feedback committee, so these are regular meetings between the academic reps to the students' reps and the staff on the division or the faculty that runs their programme. And this is basically where students can feedback and discuss any issues or solutions with the faculty, and you can also talk about broader issues that relate to the whole programme. Doesn't necessarily have to be module specific. The reps' responsibilities in an SSFC are to gather feedback to prepare for the meetings which can be in a multiple different ways, obviously to attend the meeting and participate in the discussion. So, then it is to follow up on action points and report back to the classmates. So, those are the responsibilities we went over these at the training and I hope you all have done these or at least attempted to do these. I understand that some of them are difficult, especially the reporting back to your classmate because it's very difficult to feedback to every single one of them. I get that and we can talk about that later today. It's the faculty's responsibility to invite you to these meetings. So, if you haven't been invited yet or you think you were missed off the list, then I would please encourage you to email your module coordinator and tell them. It's also the faculty's responsibility to respond to the feedback and to present any updates to you and to the students on your course. A student asked how academic reps should gather feedback, KG responds there are multiple different ways to gather feedback, whether that be survey data or whether it's more informal anecdotally, when you're speaking to your classmates. If you're unsure, I would urge you to check the online module, or you can send me an email when we can chat about it. KG goes on to prompt attendees to scan the QR code provided and reply to the SSFC Feedback survey.

ANY OTHER BUSINESS

DATE OF NEXT MEETING

9.1 8th February 2024 (5-6 pm)

RESERVED BUSINESS