**Trigger Warnings: education, international student experience, assessment and feedback, timetabling, funding, exams, study spaces, accessibility**

**Present**
*Committee members:* Vanessa Chigariro (VC, Education Officer, Chair), Ben Lockley (BL, Postgraduate Officer), Alice Liu (AL, International Officer), Matthew Widdop (MW, Student Member), Yihan Si (YS, Student Member), Rahul Raj (RR, Student Member), Goodnews Agare (GA, Commuter Student Rep), Nidhi Priyadarshini (NP, College Rep, EPS), Michelle Ezigbo (ME, College Rep, MDS)

*Guild Staff:* Rozena Nadeem (RN, Democracy Coordinator), Eloise Watkin (EW, Representation Coordinator, Minute Taker), Scott Dawson (SD, Student Voice and Representation Manager)

**Apologies**
*Committee members:* Shaikat Sakar, Shankar Arumugam

**Absence Without Apologies**
*Committee members:* Jayner Wang, Lonut-Alexandru Stanescu, Beckye Williams

| Item No. | Item Title | Meeting Notes | Actions |
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| 1 | **Welcome & Introductions and Briefing on Education Committee** | VC led introductions and welcomes for the committee and all other attendees introduced themselves.<br><br>It was noted that the meeting was quorate (9 attendees, 7 for quoracy).<br><br>VC welcomed SD to speak about the remit and capacity of Education Committee and the powers of its members. These include advising on education policy at the Guild, approving Rep fund requests and supporting officers on Education campaigns.<br><br>Slides and training content have been shared with the committee. | |

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| 2 | **Officer updates** | AL discussed two successful language café events for international students, and mentioned that they have been working with the University to share information on these, and ensuring that international students are considered as part of any communications. Hoping to run future café's next semester, and working to promote library social spaces.<br><br>BL/VC: Noted we have been through a recent round of major university committees, which has had representation from officers and relevant reps.<br><br>BL/VC have worked to represent student opinion at meetings around assessment and feedback changes, timetabling and general student representation – providing feedback to the University throughout.<br><br>VC noted work on the Teaching Excellence Framework Student Submission and the work being undertaken in this area – including student focus groups.<br><br>VC discussed rep social and rep of the month activities, helping to develop the rep community. | |

| 3 | **Rep Fund Delegation** | VC introduced item which outlined changing approvals for the Guild Rep Fund. VC invited SD to speak to this item.<br><br>SD outlined rep fund approvals bound to the committee can be difficult and time restrictive for interested students. Outlined an approach to allow VC as chair to approve fund requests up to £700 in total between committees, with individual approvals capped at £150.<br><br>Item was voted on by committee members and passed unanimously. | |

| 4 | **Rep Fund Requests** | VC invited committee to review 3 rep fund requests so far. VC noted that further guidance and information should be provided to committee members for future rep fund process requests. |  |
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|  |  | Rep Fund Request #1 Psychology: Request of £150 for a social event for 6 people. Discussed with group. VC suggested that a reduced amount of £50 be provided to the student for the social and the expenditure should be undertaken at Joe's Bar. Committee discussed and agreed unanimously on this – noting cost was more applicable for number of attendees. |  |
|  |  | Rep Fund Request #2 History of Art: Request of £150 for headphones. VC highlighted headphones could be borrowed from the Guild, but we would encourage rep to re-apply for further funding for a social event. Discussion was had between committee members over if the student needed headphones due to working off campus, which was concluded that this was not the case. |  |
|  |  | Rep Fund Request #3 Chemical Engineering £300 for Rep Social off site. VC highlighted that whilst social was a fantastic idea and £300 was |  |

| | | approvable, it should not be for an off-campus event. Committee discussed and agreed the request should be reviewed with a new proposal aimed at running a comparable event on campus and earlier in the day for accessibility purposes. Committee also discussed there being better student safety with an on-campus event.<br><br>VC requested if committee would approve for them to contact the students and if a successful revised bid came through that VC could approve this proposal separately to the committee to help with faster approval. This was voted on and passed unanimously. | |
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| 6 | **Update on UCU Industrial Action** | VC discussed Guild stance on industrial action as outlined on Guild Website.<br><br>Full details of the Guild's stance can be found here:<br>**https://www.guildofstudents.com/representation/industrialaction/**<br><br>MW indicated there had been a positive response from students they had spoken to regarding Guild Stance on the strikes.<br><br>No further comments provided. | |
| 7 | **Higher Education Updates** | VC noted that most HE updates had been provided in officer update item – moved onto updates for ongoing idea submissions. | |

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| 8 | **Updates for ongoing idea submissions** | **Update #1 The University should have online exams for all courses:**<br><br>- VC sought feedback on this idea submission.<br><br>- ME noted benefits of online although some students would excel in an in-person examination format and wider barriers to assessment formats, such as external accreditation.<br><br>- MW noted concerns online with plagiarism and that the balance of online and in-person is key to get right, discussed that open book exams can be very effective in developing student skills.<br><br>- RR noted online assessment can be difficult for academic integrity for some courses around googling answers. Open book can be effective however.<br><br>- BL noted that perhaps the idea is too broad for all students and needs to be challenged further. Made more college or school specific. Its critical examinations |

are transparent in their implementation for students.

- GA – noted it can't apply to all disciplines in the same way and that a unique approach for each school or college is best.

- NP online exams are still useful however, wouldn't want to see them entirely removed.

**Update #2 - The University should have designated postgraduate student for PG Taught Students too:**

- VC introduced this idea submission, noted BL is working with Guild to try and identify a dedicated PG space.

- AL asked if we can do more to be clearer with spaces across the Guild and University.

**Update #3 The University Should Open More Halls During the Weekend:**

|  |  | - VC introduced the idea submission |  |
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|  |  | - BL asked which it would be good to know what the idea holder would like to see open specifically across the University. |  |
|  |  | - MW noted issues with 24/7 access which would need security and fire safety coverage which is additional costs/considerations for the University. |  |
|  |  | - MW asked what availability is shared to students via spaces such as My Canvas? Are there other points of access to consider? |  |
|  |  | - Can we do something about social media promotion of these pre-existing spaces? |  |
|  |  | - RR some spaces which need technical supervision are also a barrier, i.e: supervisor access for engineering spaces. |  |
|  |  | - RR more general spaces for university meetings would also be helpful |  |

| 8 | **AOB** | Question from AL on if rep funds are combined? Noted these would be considered on a case by case basis by committee.<br><br>VC thanked all for attendance and approval of relevant items. | |
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