

Minutes of Education & Representation Board

The second Ordinary Meeting of the Education & Representation Board for the 2021-22

Session will be held on Tuesday 23rd November, 18:00.

Location: 406 – EEE Building

Attendance:

Voting members:

Full Name	Role	Attendance
Daniel Lo	ICU Deputy President (Education)	Present
Nicolas Barykin Pankevich	RCSU Vice President (Education) / Academic Faculty Rep	Apologies
George Morgan	RSMU Vice President (Education) / Academic Faculty Rep	Present
Julia Komor	ICSMSU Education Chair / Academic Faculty Rep	Present
James White	CGCU Education Chair / Academic Faculty Rep	Present
Tianxiao Wang	CGCU Education Officer / Academic Faculty Rep	Apologies
Tin Hang Un	PGR Academic & Welfare Officer (Engineering) / PG Faculty Rep	
Manasa Reddy Sanaga	PGT Academic & Welfare Officer (Natural Sciences) / PG Faculty Rep	
Ceire Wincott	PGR Academic & Welfare Officer (Natural Sciences) / PG Faculty Rep	Apologies
Anjola Onifade	PGT Academic & Welfare Officer (Medicine) / PG Faculty Rep	Apologies
Aryan Niknam Maleki	PGR Academic & Welfare Officer (Medicine) / PG Faculty Rep	Apologies
Jenaifer Farhad Sethna	PGT Academic & Welfare Officer (Business) / PG Faculty Rep	

Non-voting members:

Full Name	Role	Attendance
Hayley Wong	CGCU President	
Jasmine Crocker	RSMU President	
Aparna Pillai	RCSU President	
Alex Auyung	Silwood Park Chair	
Samuel Hammond	ICSMSU President	Apologies
Lloyd James	ICU President	Apologies
Nathalie Podder	ICU DP Welfare	Apologies
India Marsden	ICU DP Clubs & Societies	Apologies
Sam Lee	ICU DP Finance & Services	Apologies

Minute taker:

Additional observers:

Chairs Business

1. **Welcome**
 - a. Introductions and apologies
2. **Apologies for Absence**
3. **Note observers**
4. **Introductions**
5. **Minutes previous meeting**

Matters for Report

6. **DPE Report**
 - a. Lots of rep training – 7 rep training sessions, for a mix of UGs and PGs
 - b. Summer exam arrangements – collecting student feedback on what format students would prefer. Most students seem ok with in-person, along with being able to take in notes. Some departments mentioned TRAs are made more difficult.
 - c. Had meeting with Jason Riley and Rea regarding interdepartmental coordination on shared modules and a paper is going to Council
 - d. Most time has been spent coordinating and supporting the referendum
 - e. Also been on interview panels for Advice Caseworker roles
7. **Faculty Rep Reports**
 - a. George
 - i. Been discussing with other dep reps about exams which has had some good feedback which they will email to Daniel
 - ii. All good in RSMU
 - b. Julia
 - i. Talked with Chris about Padlet. Want to have a meeting with her and all year reps to ensure everyone is happy with it.
 - ii. Been having SSLGs. Presented NSS which faculty seem to have taken on board
 - iii. Done with refreshers. Prepping practical mocks at the moment for years 2, 3 and 5.
 - c. James
 - i. We know what's happening with EEE. Jason (EEE Dep rep) sent an email about department not listening to survey results. EEE department having communication issues between different lecturers/deadlines etc.
 - ii. With interdepartmental stuff – there is a link to that too as Jason responded in relation to something that was brought up in the meeting around a communication issue
 - iii. Dep rep of Design Engineering? According to Tianxiao – they had concerns presented to them by students about having too much group work.

- iv. ACTION – Daniel & Helena to think about solution for interim for vacant dep rep role

8. AWO Reports

- a. No AWOs present

Matters for Discussion/Decision

9. JISC data & SOLE Survey

- a. Presentation from Camille
- b. Learning analytics – aim to improve education and support students
- c. Providing more personalised and tailored learning
- d. Support enhancement of learning and teaching
- e. Been trying different platforms to connect to data through JISC
- f. Unifying data platform – way to connect all College datasets around student learning
- g. Developing policy and ethics guidelines, ways for students to access their own data
- h. George – what is the primary goal?
- i. Camille – providing a more tailored experience to students. The idea behind it is that students can see their own data.
- j. Julia – overall picture in terms of course/cohort, would that be used to fuel analysis of teaching and the student experience?
- k. Camille - Yes and some provides an immediate staff dashboard too and engagement of students. Could take intervention steps
- l. Julia - Only concern with personal granular approach is separating students into bands of engagement. Maybe it would be better to set minimal thresholds of engagement. Ranking approach might do more harm to the personal tutor/student interaction.
- m. Camille – setting expectations to students so they know how it works and what to expect
- n. George – what happens if results are ‘scary’?
- o. Camille – that would raise workload concerns over students/highlights problems which staff could then deal with
- p. James – Will learning analytics results be publicised?
- q. Camille – not really done at high level, but more on course basis. As an outsider it would be difficult to make sense of a EEE module for example, you would need to understand the context. Wouldn't necessarily be done on a College level. We want students to be aware of what is happening, although most of it is covered by the data policy
- r. Julia – for analytics in medicine it would work better in departments. Not sure how well it would work in later years of study when medicine students go on placement
- s. Julia – could lecturers upload feedback forms online with the online lecture slides/recordings?

10. Module Evaluation Questionnaires

- a. Students have told us they have too many surveys and would like a better way to know what's been done with their feedback to college. Therefore, the college has redesigned end of term surveys that aim to provide staff with actionable insights.
- b. Piloted survey in spring 2021 in four different departments.
- c. Main difference is we no longer provide ratings of overall satisfaction which is happening nationally too, along with individual ratings of teachers. We have some

working groups working on this project too. One of the main things that will happen from a student perspective is that it can be publicly shared, whereas this couldn't before due to ratings on individuals

- d. Julia – will this be standardised across the whole of College?
- e. Camille – at the moment it is the same across FoNS and Eng. Plan to offer optional banks of questions. Plan to develop asking those in future years. Do you think as students not being able to rate lecturers is a problem?
- f. George – spoke about this in our faculty meeting and the value for students on surveys comes from where we can comment on our lecturers. Provides complications where they have more than one lecturer for one module. Mixed views.
- g. Camille – could use text box to talk about this. One of the main concerns was the response rate for modules. If you get 5 responses out of 200 it's hard to make a quality judgement.
- h. George – Is it fair to say a lot of it is about protecting lecturers? Now lecturers can't have individual feedback it's hard for them to know what to improve
- i. Julia – Depends how it would be in the final stage. We had things for the whole year rather than modules. It depends how this will be ironed out and made more specific. In terms of previous SOLE the main issue was that the SOLE always got sent out really late (usually a month after). Once they receive this they are busy with other things.
- j. Camille – we would have the facility to send this out at different times in future. Are asking for more feedback on the process too. Definitely encourage you to get students to fill it out this year. Reps, please get in touch through the rep structure. We are trying to make a system that works and represents the student voice.
- k. James – concerns I got were on accessibility too as SOLE was based on Windows 98. The new one will hopefully be better.
- l. George – Regarding the SOLE survey it's frustrating because we go to all the meetings but we feel everyone is disagreeing

11. UCU Strike

- a. UCU members are striking – about 10% are members
- b. Asking for better pension schemes – other universities disputing pay too
- c. Members voted for industrial action
- d. More concerning thing is actions short of strike
- e. Strikes from 1st December
- f. Why are we calling a referendum? Because it could have an impact on student learning and teaching
- g. George – so what happens if the referendum ends in support of the strikes?
- h. Daniel – we will work on actions to minimise disruption to students learning, and depending on the outcome, we will lobby the College accordingly
- i. Julia – do we have data about the UCU members on campus like what departments they're in?
- j. Daniel – this data is confidential

12. AOB

- a. **Rep Forums**
 - i. Gave overview of what happened at rep forums
- b. **Online/in-person?**

- i. Consensus is that we could try online if it would gain a bigger attendance but Daniel will email all members to ask.

Close of meeting

Next meeting

Tuesday 25th January, 18:00-20:00