

WSU Education Council Minutes

Thursday 02/02/2023 at 13:15 - PN G009

Members	In Attendance:
<ul style="list-style-type: none"> - Brad Law - Abie Dutton - Josh Bowman - Iva Devcic - Jake Matthews - Harry Janssen - Caroline Pawley - Cleopatra (Psychology) - Emma Parkes (Education Enhancement) - Emma (Biology Soc) - Seb James 	Gemma Allcott (VP Education) Jack Appleby (Minuting Secretary, Chairs Aid)

	ITEM	Timings	Owner
1.	Welcome & Introductions	13:15	GA
2.	Apologies	13:16	GA
3.	Declaration of interest	13:17	GA
4.	Minutes of previous meeting	13:18	GA
5.	Matters arising	13:25	GA
Approval Items			
6.	Policy Proposal <ul style="list-style-type: none"> - Mental Health Training (Resubmission) - City Campus Development Board - Module Withdrawal Procedures 	13:30	GA JB JB JB
Reporting Items			
7.	*Policies Update* <ul style="list-style-type: none"> - 2018-19_011: SU Against Fit to Sit (20/05/2025) - 2019-20_004: Fit to Study (28/04/2023) - 2018-19_012: Deadlines and Multiple Assessments (31/07/2025) - 2021-22-006: Multiple Exams in one day (31/07/2025) - 2021-22-007: University Grading and Postgraduate Application Support (31/07/2025) 	13:50	JA
8.	VP Education Officer Update	13:51	GA
Discussion Item			
9.	General Feedback	14:00	GA
10.	Students' Union - Insights Pop Up	14:15	GA
Any Other Business			
11.	AOB	14:30	GA

	<ul style="list-style-type: none"> - Students' Union Elections - Student Choice Awards 		
Date of Next Meeting: Thursday 18 th April at 13:15pm			

Minutes

1.0 Welcome & Introduction

GA welcomed all members to the 3rd Education Council of the year.

2.0 Apologies

Apologies can be seen above.

3.0 Declaration of interest

Joshua Bowman expressed a declaration of interest on the following policies:

- Mental Health Training
- City Campus Development Board
- Module Withdrawal Processes

No other members declared any interest in today's given agenda.

4.0 Minutes of previous meeting

GA walked the council through the previous minutes. The council reviewed the minutes of the previous meeting and then took a vote to approve:

For - 9

Against - 0

Abstain - 3

The minutes from the Education Council on December 1st, 2022, were approved.

5.0 Matters arising

Action	Owner	Update
Action ED01-1: Brad to email Gemma more details on late Digital Media lectures.	GA/BL	Brad is no longer on that module, so isn't directly involved or effected by this issue now. The evenings are getting lighter now and this may not be as much an issue as it gets lighter. COMPLETE
Action ED01-2: GA to contact Benji and arrange a meeting to see how we can support and develop future student support.	GA	GA met with Benji; SU are going to look at how we can continue to support paramedics going forward. COMPLETE

Action ED02-1: JA to recommend to GA that we add PATs to the February SR & CR Forums.	JA	COMPLETE
Action ED02-2: SW/AL/GA/JA to work with JB and involve Tim Jones in the conversations around MH services, awareness and signposting for students.	SU	The SU has worked with JB to look. COMPLETE
Action ED02-4: Officers to raise Oxford email with Jim Dickinson at upcoming WonkHE update.	Officers	COMPLETE
Action ED02-5: SJ to email VC David Green about the response received from Oxford University.	Seb James	Seb emailed DG and had since met with David Green. <ul style="list-style-type: none"> - David Green has since contacted both Oxford and Cambridge VCs and felt that this was modern day discrimination. - Seb received an email of apology from Universities. COMPLETE

6.0 Approval Items

6.1 Mental Health Training (Resubmission) - Policy Proposal

GA invited JB to speak on behalf of this resubmission policy.

Josh Bowman highlights of the policy were:

- To Mandate the Students' Union to lobby the University for there to be a Mental Health Policy
- Policy impacts include.
 - o Improved awareness of signposting
 - o Ensuring resources and guidance is readily available for staff to share with students.
 - o Looking at combining this work with the local 'orange button' scheme. Individuals who are MH trained to wear an orange button to help students identify those who can support them.
 - o Ensuring that the contact time between students and support staff is as long as is needed by the students.
 - o Continuous advertising of the services to students across all their years at University, not relying on student's memory from their 1st week at University.
 - o Resources and access are limited when you're not a St Johns based student.

GA wanted to note that the Union didn't realise that there wasn't a mental health policy, it was Josh that brought that to the Unions attention. Since this policy was last submitted, we've reviewed what the policy asks of us around the orange button scheme. The policy now asks for the union to encourage University members to wear badges rather than making it mandatory.

GA invited councillors to ask any questions?

Seb James

- Should this policy be split into 2 smaller policy's?
 - o Mental health policy unanimously should happen.

Emma Parkes

- School of Education
 - o Rainbow lanyard scheme works super well, thinks that button scheme will have a good impact too.
 - o Online - self access materials
 - Resources readily available for both students and staff

The mental health training policy proposal was then put to a vote for approval (REMOVED ORANGE BUTTON SCHEME)

For - 10

Against - 0

Abstain - 1

The policy proposal 'Module Withdrawal' was approved by Education Council.

6.2 City Campus Development Board- Policy Proposal

CCDB - Addressing issues facing students at city campus.

- Idea to mandate the SU to express support the creation of a city campus development board.
 - o Aim to bring together students from the various courses at development board.
 - o SU
 - o FirstPoint
 - o 4 times a year
 - o Discuss progression and current problems facing students at city.
 - Facilities
 - Services
 - o There is a feeling of disconnect from the University experience.
 - o Parking is very expensive.
 - o Providing a platform for students to share their experience at City campus.
 - o Lobbying for more action at City Campus. Addressing issues in an appropriate environment

- Positive step towards making the campus and student experience better.
- Study spaces
 - Lack of student facing and accessible facilities

GA noted that the experience of city campus students is important to the SU, we hear feedback regularly from students about a 'poor' experience at city. With riverside campus being developed further, don't want students at city to be pushed away further.

The following amendments were agreed at Education council to approve this, Policy. The amendments are as follows.

- Definition of who is involved in the board.
 - To include a staff representative from each department
 - To include a student representative from each department
 - To include a representative from the Research School
 - To include relevant School Reps
 - Other representatives to be defined.

The city campus development board policy proposal was then put to a vote for approval:

For - 10

Against - 0

Abstain - 1

The policy proposal 'Module Withdrawal' was approved by Education Council.

6.3 Module Withdrawal Procedures - Policy Proposal


JB explained his personnel experience of module withdrawal. There was major upset within the Worcester Business School.

- Outline necessary steps when modules are withdrawn.
 - Communication and clarity when there are possibilities of module withdrawal.
 - University to ask back up modules at the time, if and when modules are withdrawn.
 - Providing students with the opportunity to do the modules most relevant to their studies.

SEB JAMES

- Worried that the courses where there are less students (below 15) modules need 15 to run affectively.
- Communicating to students the minimum requirements for a module to go ahead.

The following amendments were agreed at Education council to approve this, Policy. The amendments are as follows.



- University wide back up modules
 - To include the use of preferential back up modules

The module withdrawal procedures policy proposal was then put to a vote for approval:

For - 10

Against - 0

Abstain - 1

The policy proposal 'Module Withdrawal' was approved by Education Council.

7.0 Policy Update

[2018-19 011: SU Against Fit to Sit \(20/05/2025\)](#)

There are currently no new updates to give on this Policy as of yet.

[2019-20 004: Fit to Study \(28/04/2023\)](#)

There are currently no new updates to give on this Policy as of yet.

[2018-19 012: Deadlines and Multiple Assessments \(20/05/2024\)](#)

There are currently no new updates to give on this Policy as of yet.

[2021-22 006: Multiple Exams in one day \(31/07/2025\)](#)

There are currently no new updates to give on this Policy as of yet.

[2021-22-007: University Grading and Postgraduate Application Support \(31/07/2025\)](#)

The Union have been working to produce a guide to help students understand the changes to the degree classification. This guide includes how the grading works and where you can seek further support if needed.

8.0 Vice President Education Officer Update

Objective Updates

- Reward & Recognition
 - 3 Course Reps have achieved Bronze.
 - 1 School Rep have achieved Bronze.
 - There will be more achieved in the coming weeks. You can see how to be eligible via our website.
 - Decolonising the Curriculum
 - This has now been successfully added to the course design framework.
 - Working group is being set up to ensure decolonisation is a key conversation.
 - GA is working to get the SU a seat on the working group.
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- Rep conference
 - This has now successfully been completed.
 - Over 40 reps in total attended the event on the day.
 - 4 amazing hosts joined us for the event with, 2 external speakers from the HE sector sharing their knowledge and experiences.

New Objective - Self-Certification Mitigating Circumstances

- The first step will be to conduct focus groups with students to understand the current experiences of mitigating circumstances.
 - Mixed feedback shows that its evidence based and unfortunately not all circumstances can be evidenced.
- The idea of the self-certification would allow a student to self-certificate in the academic year, with no evidence required.
 - This could allow for extensions of 7/10/14 days.
 - Self-certification would allow students to put mitigating circumstances for those unplanned circumstances such as funerals, translation on international documents and Drs Evidence.

No additional updates given.

9.0 General Feedback

GA explained that this is an opportunity for all members to give any feedback on University life, with a particular reference to academia since the last Education Council. GA opened the floor to the councillors.

Room Bookings/Availability (Seb James)

3rd years students - timetabling won't allow students to do room bookings.

- When students have inquired about booking there has been confusion to whether it is the responsibility of the course or timetabling,
 - There is no process in place to allow students to book room spaces when needed for course purposes.

It was clear that there was a common issue across all schools. GA/JA encouraged SJ to post it on the Students' Unions 'Ideas Forum.'

No additional feedback was given.

10.0 Students' Union - Insights Pop-Up

GA explained the SU's current insight initiative, invited education councillors to share their University experience through the use of Emojis.

- All councillors in attendance completed the Emoji pop up session.
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GA/JA shared the Emoji pop up on the screen. All councillors were asked to participate.

No further discussions were made.

11.0 AOB

Students' Choice Awards

Gemma gave an update notifying councillors that the nominations are currently open and close next week. GA encouraged all councillors to nominate students if there is any staff that have gone above and beyond in their roles.

GA noted that we would require help from councillors at a later date to shortlist the nominations and select the winners for the 2023 SCAs.

All Student Meeting

All-Student meeting took place on Valentines day, the meeting didn't hit quoracy but there was some great conversation. The meeting included conversation on Union affiliations and related costs. The achievements of the Union and elected officer teams as well as what's coming up in semester 2.

Students' Union Elections

GA reminded students about the upcoming Students' Union elections. Recommendations and nominations are currently open. GA encouraged all students to vote in the upcoming Leadership Elections taking place on 7th - 10th March.

GA noted that potential candidates can book an information session to find out more about the roles.

No additional business raised.

Education council was brought to a close.

