

WSU Education Council Minutes

10/04/2024 at 12:30 (EE 2033)

Members	Staff Invited to Attend
<p>Chair: Al Linforth (<i>Students' Union President</i>) (AL)</p> <p>Department Reps: Brad Law (<i>Film, Media & Theatre</i>) (BL) Elliot Atkinson (<i>English, Media & Culture</i>) (EA) Katherine Stone (<i>Paramedic Science</i>) (KS) Harriet Lawrence (<i>Education Enhancement</i>) (HL) Oliver Nightingale (<i>Occupational Therapy Physiotherapy & Nutritional Therapy</i>) (ON)</p> <p>Apologies: Kate Phillips (<i>Art & Design</i>) (KP) Swathi Suresh (<i>Pre-registration nursing</i>) (SS)</p>	<p>Antonia Rossiter-Eaglesfield (<i>Director of Representation and Membership Services - Chair's Aide</i>) (ARE)</p> <p>Meg Lee (<i>Representation and Democracy Assistant -Minuting Secretary</i>) (ML)</p> <p>Mollie Parker (<i>Academic & Welfare Advisor Worc SU</i>) (MP)</p>

ITEM	Timings	Owner
1. Welcome & Introductions	10 mins	AL
2. Apologies		AL
3. Declaration of interest		AL
4. Minutes of previous meeting		AL
5. Matters arising		AL
Approval Items		
6. Policy - progress week	10 minutes	AL
Reporting Items		
7. Officer Updates	5 mins	AL
Any Other Business		
8. General Feedback		All
9. AOB	5 mins	All
Date of Next Meeting: Next academic Year		

1. Welcome & Introduction

AL welcomed all members to the fourth and final Education Council of the year.

2. Apologies

Apologies received from Kate Phillips (Art & Design) and Swathi Suresh (Pre-registration nursing).

3. Declaration of interest

EA made a declaration of interest due to a policy proposal he co-proposed.

4. Minutes of the previous meeting

Due to the council not meeting quoracy there could be no approval of the minutes of the previous meeting (08.02.24) and the meeting prior (22.11.23) to that due to lack of quoracy of the February meeting.

Action: ML to email around minutes of the meeting on the 22nd of November 2023 and 8th February 2024 to Education councillors to approve.

5. Matters Arising

Carried Over Actions	Owner	Update
ACTION 01: SJ to share calendar with Department Reps and ensure his office hours are widely publicised with students.	SJ/AL	Carried for SJ return. AI cannot be completed due to confidentiality but has shared working hours with Education councillors. Completed.
ACTION 02: AL to email estates/facilities around closed disabled access door at Jenny Lind.	AL	SJ has been told that the door in question can be opened for disabled students, but students fed back that to ask for the door to be opened they would have to enter the building. AI has emailed again and waiting for response.
ACTION 05: AL to ask RC about any feedback/response from the last Chartwell meeting.	AL	Completed.
ACTION 09: VP will share more details on the timetabling forum, such as dates and timings, when we have received this information from the university.	VP/AL	AL explained that they hadn't received any dates from the university yet.
ACTION 12: AL to raise that students don't get notification of car	AL	Completed but due to the issue still being ongoing despite completion AL asked to keep

park closures to Communications department.		this on the actions. The next time there is a closure AL will email KS to check they have seen an email.
Actions From the meeting in Feb		
Action 13: ML to ask for email approval of the minutes.	ML	Completed.
Action 14: ML to share survey with education councillors via email for collect ideas about the TeamWorc Awards.	ML	Completed.
Action 15: KD to bring issues with RAPs to Multi-meets.	KD	Completed.
Action 16: ML to circulate nomination form to Course reps and department reps.	ML	Completed.

6. Policy Approval

Progress week protection policy

EA provided an explanation of the Progress week protection policy.

The policy has been created due to concern that progress week would be removed following plans for it to be removed for the next academic year. The university announced it was to remove progress week without any student consultation, but decided to stop this decision following feedback gathered by department reps. The policy proposal highlighted the impacts related to the removal of progress week such as students losing potential hours to work, study, revise, the need for time for tutorials to name a few.

The action the policy would like the SU to take to address the issue was that the SU would provide a committed front against the change of progress week without student input.

ML suggested amending the policy to add a line to say if the university do consider this again the SU will push for student consultation prior to a decision being made.

An amendment was added.

There was a further discussion around student retention with ON highlighting that if the removal of progress week is to support student retention, then there might be better methods to do so. KS made a point around when do placement students without progress week drop out. ON and EA are planning to attend a retention group and therefore will discuss this there.

There was a wider, interesting conversation on factors related to retention.

Action: ML to circulate the policy to Education Councillors for approval.

7. Officer Updates

AL provided an update on what they have been working on and what is going on in their world.

Elections - Elections took place since the last meeting and Elliot Atkinson has been elected as the new Vice President Education.

Celebration week - Shortlisting for Student Choice awards has been completed and they will be sent out very soon. Shortlisting for the TeamWorc awards has been taking place too.

Voice Conference - AL explained that the Voice Conference is taking place on April 26th and we would love all those who were in attendance to join. AL talked through the agenda and explained there will be a rep celebration with pizza at the end of the day.

AROG - We recently had an Academic Representation oversight group (AROG) meeting and ARE has been working hard to get documents ready for the new academic year and so the meeting was used to approve documents such as the Terms of Reference and the Code of Practice.

Department rep recruitment - This has started already, and AL urged members to share with fellow reps and encourage others to apply and that recruitment would be starting end of May.

Rep Forums - The SU and university provost with the addition of ARCS where available hosted 9 rep forums for each school in March. These were extremely positive and saw 51 students engage with them. They allowed for both university and SU to get some feedback on issues and support students with issues they are facing.

8. General feedback/AOB

Personal Academic Tutors

EA shared that he has had feedback that there is significant disparity between the quality of PATs. Some are extremely helpful and responsive whereas some students aren't even aware of who their PAT is. ARE explained that there has

recently been a big review of the PAT system and asked if we had received feedback from this which AL explained we hadn't yet.

Action: AL to discuss the PAT system review with AJ (Provost).

MP explained the work that the help and advice service are doing to support PATs. She explained how they are trying to support the PATs in giving support to students and are giving them training to hopefully give them the right information and help them feel more confident in providing the right support. They have also created and shared an A-to-Z list of support services PATs can signpost to.

Course reps

HL explained that for sociology there are three course reps for 20 students but for history there are no course reps and therefore the history course is lacking representation. There are similar issues with the Law course especially in terms of joint honours students.

ARE explained that it would be helpful to flag this issue with the academic course staff as it is a university staff issue. ARE also explained that ARCS have been asked to review the code of practice and if they want a different number of reps, it must be approved by AROG and currently there is a survey open and has been sent to them to ask if they want to change their number of reps so it might be beneficial for HL to open the conversation with the ARC talking about that.

Department reps

HL explained she had never heard from her Department rep and was unsure what their role consisted of. EA explained that there is a need for the training and selection to be developed further for the new academic year.

ARE asked back to the room, how would students like to hear information about what their department rep has been up to and how would they like to hear this information.

Suggestions and preferences included:

- Emails
- Social Media
- Using Blackboard for key information and introducing reps - practice done by the School of Allied Health and Community
- Increasing the visibility of who reps are
- Instagram accounts that would provide monthly updates.
- A page on the SU website with all the department reps linking to their monthly updates that they could provide - this idea would support the Academic Representation end of year report.

AOB

AL thanked everyone for coming and expressed how much they have enjoyed working with Education councillors due to their engagement and brilliant conversations and input.

AL highlighted that the final student council is Thursday 25th April 5:15 til 7:15 in room EE 2012 and encouraged members to attend.

ARE said thank you to AL for supporting education council this year and the room shared this gratitude and applauded AL.

Meeting ended.

Actions:

Action: ML to email around minutes of the meeting on the 22nd of November 2023 and 8th February 2024 to Education councillors to approve.

Action: ML to circulate the policy to Education Councillors for approval.

Action: AL to discuss the PAT system review with AJ (Provost).

Meeting ended.

Actions

Action 01: ML to ask for email approval of the minutes.

Action 02: ML to share survey with education councillors via email for collect ideas about the TeamWorc Awards.

Action 03: KD to bring issues with RAPs to Multi-meets.

Action 04: ML to circulate nomination form to Course reps and department reps.