



Date: 24/02/2020
Time: 18:00 – 20:00
Venue: John Adams Hall

**Education Zone
Minutes**

Chair: Ashley Slanina-Davies, Education Officer

Members:	P	AP	AB
Adrita Kabir, Population Health Sciences Postgraduate Taught Faculty Rep	✓		
Ahina Ip, Brain Sciences Undergraduate Faculty Rep (Job share)	✓		
Alexia Koch, Built Environment Undergraduate Faculty Rep			✓
Ashley Slanina-Davies, Education Officer, Chair	✓		
Baneen Almoud, Population Health Sciences Postgraduate Research Faculty Rep		✓	
Brittany Eldridge, Arts & Humanities Postgraduate Research Faculty Rep (Job share)			✓
Dory Ghanem, Medical Sciences Undergraduate Faculty Rep	✓		
Emer O'Driscoll-Paton, Arts & Humanities Postgraduate Taught Faculty Rep	✓		
Faisal Ali, Institute of Education Postgraduate Taught Faculty Rep			✓
Fei (Sophie) Yuan, Built Environment Postgraduate Research Faculty Rep			✓
Frank Gatheru, Engineering Sciences Postgraduate Taught Faculty Rep		✓	
Georgia Constantinou, Medical Sciences Postgraduate Research Faculty Rep		✓	
Graham van Goffrier, Mathematical & Physical Sciences Postgraduate Research Faculty Rep			✓
Habiba Diab, Brain Sciences Postgraduate Taught Faculty Rep	✓		
Haiying Liang, Institute of Education Postgraduate Research Faculty Rep	✓		
Honghao Zhang, Built Environment Postgraduate Taught Faculty Rep		✓	
Izabella Wodzka, Arts & Humanities Postgraduate Research Faculty Rep (Job share)			✓
Jameela Nagri, Population Health Sciences Undergraduate Faculty Rep	✓		
Jiaqi (Kitty) Guo, Institute of Education Undergraduate Faculty Rep		✓	
Jim Onyemenam, Postgraduate Students' Officer		✓	
Jin Li, Social and Historical Sciences Postgraduate Research Faculty Rep	✓		
Julian Laufs, Engineering Sciences Postgraduate Research Faculty Rep		✓	
Katherine Forster, Arts & Humanities Undergraduate Rep		✓	
Khush Thakur, Mathematical & Physical Sciences Undergraduate Faculty Rep	✓		
Lina Algurashi, Laws Postgraduate Taught Faculty Rep	✓		
Lorenzo Faggiano, Social & Historical Sciences Postgraduate Taught Faculty Rep (Job share)	✓		
Maria Silva Abreu Lopes Feio, Brain Sciences Undergraduate Faculty Rep (Job share)	✓		
Max Tscheltzoff, Trans Officer			
Nikita Joji, Medical Sciences Postgraduate Taught Faculty Rep	✓		
Nilisha Vashist, Women's Officer			
Philippa Harding, Brain Sciences Postgraduate Research Faculty Rep	✓		
Samuel Barnes, Social & Historical Sciences Undergraduate Faculty Rep	✓		
Sandra Ogundele, Black & Minority Ethnic Students' Officer			
Sepehr Sharafi, Social & Historical Sciences Postgraduate Taught Faculty Rep (Job share)			✓
Shail Bhatt, Life Sciences Undergraduate Faculty Rep	✓		
Sonam Gordhan, Laws Postgraduate Research Rep (Job share)			✓
Tom Höbold, Mathematical & Physical Sciences Postgraduate Taught Faculty Rep		✓	
Trevor Clark, Laws Postgraduate Research Rep (Job share)			✓

Umang Pandey, Laws Undergraduate Faculty Rep	✓		
Valentina Spiteri, Life Sciences Postgraduate Research Faculty Rep	✓		
Xuyi Wang, LBGQ+ Officer			
Zohar Mendzelenski-Steinberg, Disabled Students' Officer			
Zvezdin Besarabov, Engineering Sciences Undergraduate Faculty Rep		✓	

In Attendance:
Aimee Connolly, Research and Evaluation Assistant, minutes
Danielle Swanson, Advice and Advocacy Manager
Simon To, Leadership Development and Change Manager
Qiandai Xiao

1. Welcome

The Chair opened the meeting and welcome everyone.

2. Minutes and Action Points

The minutes of the last meeting were unanimously approved.

The Chair updated members on action points from the previous meeting:

- The Union policy on the postgraduate application fee will be going to the next Student Experience Committee meeting.
- The Union will raise the implementation of remote participation in SSCC meetings at the next meeting of the SSCC Co-Chairs after the term 3 meetings have ended.
- The Advice and Advocacy Manager is seeking further clarity on the purpose of the fee charged for medical certificates.
- The Chair thanked members for their responses about the Student Experience Transformer.

3. Leadership Race

The Chair reminded members that nominations are open for the Leadership Race and encouraged anyone interested to get in touch if they have any questions.

4. Student Choice Awards

The Chair encouraged members to put teaching staff forward for the awards and some students confirmed they have done so. They reiterated that it sends a positive message to both the person and the department about what constitutes a high quality teaching experience. The Leadership Development and Change Manager added that Faculty Reps will be contacted in the coming weeks about joining the panel for the awards.

5. UCU Strike

The Chair encouraged students to notify them of what is happening on a local level regarding the strike and to get in touch if they have any concerns. They confirmed that the Learning Opportunities Fund will be opened again after this set of strikes has concluded. A student commented that the current Learning Opportunities Fund isn't sufficient as a form of

mitigation for students and the Chair confirmed that this issue is still on the agenda as a concern for students. They also noted that the fund isn't in place to provide a refund to students for tuition paid, but is instead to provide a means for them to replace the lost learning opportunity because of the strike.

6. Karen Barnard, Director of Careers

The Director of Careers introduced themselves and noted that the Union and the Careers Service now meet on a termly basis in order to understand what can be improved upon for each upcoming term. They discussed a number of upcoming initiatives held by the Careers Service, including themed weeks (Sustainability Fortnight, Life Sciences Week), the Global Internship Programme, Erasmus+, the Summer Internship Scheme with Santander, the weekly video series from Careers Lab and a new dashboard for international students to confirm how many visas have been sponsored by companies in the UK over the past number of years.

The Director opened the floor to feedback from members on the Careers Service. One student suggested some form of alumni mentoring scheme, which the Director confirmed has been recently re-established. Another student queried about having opportunities to intern with academic staff published to a wider student audience so that no students will miss out on these. The Director confirmed that they are happy to do this, but only advertise roles that are paid to ensure all students are able to apply. A final question posed was about the possible sharing of successful student applications to graduate schemes and internships. The Director noted that the Careers Service used to do this with interviews, whereby students would be asked a number of questions about their experience with an interview. They are happy to look into doing this again with interviews and applications, however consideration needs to be given to GDPR and any forum such as this would be focused on peer to peer learning and providing tips to prospective applicants.

7. Policy Proposals

The meeting was not quorate, so the policy proposals were deferred until a later meeting.

8. Matters for Discussion

The Chair announced a small change to the agenda. Item 8 was replaced with a discussion about quality control changes, as item 8 has been discussed with the proposer.

Members split into smaller groups to discuss each matter. The discussion on personal tutoring, increasing contact hours and tutor hours, teaching spaces and class sizes was led by the Advocacy and Advice Manager. Quality control was led by the Education Officer and supervisory responsibilities for research students was led by the Leadership Development and Change Manager.

9. Personal Tutoring, Increasing Contact Hours and Tutor Hours, Teaching Spaces and Class Sizes

Members discussed contact hours for students across different programmes and agreed that

it is very different depending on the department a student is in, with some sciences and maths programmes having 25-30 contact hours per week, with little self-directed study, while arts and humanities programmes may have under 10 contact hours per week, with a lot of self-directed study required. There is also a differentiation between UG, PGT and PGR, with PGT students only studying for 6 months of their 12 month programme and research students having a less prescribed, more independent study system. This discussion led to conversations about the UCU strike, whereby there is no mitigation for students if their classes are continuing but they decide not to cross the picket line. A member also noted that there are other forms of assessment apart from exams that need to be considered as well, such as labs and essays.

Members discussed the role of personal tutors and if it is difficult to take on teaching, researching and pastoral roles as an academics. Students considered whether students want to approach their personal tutors about personal issues, or if they would want to discuss these with other people. They also discussed if Personal Tutors know their Tutees better than the students' lecturers and if they are the best person to provide a reference.

Regarding class sizes, members noted that classes are often oversubscribed and that they are aware it is a complicated system and it is difficult to change.

10. Quality Control Changes

The discussion focused on the need to train Faculty staff members on

- Cultural awareness
- How to respond to and respect student feedback
- Language and its impact

This training should be department specific. Members agreed there should be a clear framework for feedback and they discussed how to push for mandatory training, how to tie in into ASER and make an action plan and how to tie into feedback on modules. It was suggested that module organisers should be trained in checking modules. Another suggestion was for the feedback to be discussed at SSCC meetings.

11. Supervisory Responsibilities of Research Students

Members discussed that there are varying practices regarding this across UCL. A member commented that PhD students receive no training, but are expected to carry out supervision and are often given not notice of starting it. It was suggested that Arena One or TAP could provide some training. Members noted it can sometimes affect the provision and progression for PGR students' own research. A discussion arose about the different supports in place for PhDs and Post Docs and imbalances in these.

12. Resolving Discussion Topics

The Chair raised a number of local issues that had been raised (PhD stipends, tables in Logan Hall and moving exams outside of teaching terms for masters students) and noted that they had contacted the individuals about these.

13. Outcomes from Library Committee

A change in the bibliometrics used at UCL was discussed. They also noted that the UCL spend per student is below other Russell Group universities in terms of electronic and book resources.

14. Outcomes from Academic Board

A review of the structure in UCL was discussed, with a commissioned report concluding that the system is quite strong.

15. Input to Committees

The Chair requested that any input into committees be sent to them. A member asked if strike mitigation will be discussed at the next Student Experience Committee. A discussion arose about the UCU strike as for students whose classes are continuing, but who have decided not to cross the picket line, there is concerns about their assessment not being altered. The Chair confirmed that students will hear back about the Learning Opportunities Fund on 6th March. A member questioned if the strikes will continue throughout the exam period and the Chair confirmed that there will need to be a further ballot for this to occur.

16. Any Other Business

The Leadership Development and Change Manager mentioned that they will be meeting with the Doctoral School about changes in the doctoral skills training programme and requested members to send on any issues they have encountered in relation to this.

A member raised a suggestion for setting up a peer support system for mitigating learning time lost during the strike. They proposed that students could teach other students skills and in return, those students would offer their own skillset to others. A discussion arose around this being implemented outside of the strike and students agreed that some kind of forum should be set up across the university. A recommendation was made for Microsoft Teams to be used as a space for students to connect and that this could be utilised both on a local level and across Faculties. It was suggested that initially this could be piloted with students most affected by the strike and then rolled out further. It was suggested that a Microsoft Teams could be set up for the Education Zone so that members can share advice and knowledge between meetings.

Action: Research and Evaluation Assistant to set up a Microsoft Teams account for the Education Zone.

Chair:	Ashley Slanina-Davies, Education Officer
Signature:	
Date:	