## Staff-Student Action Log

| Purpose | The core purpose of the academic representation system, which aligns with the revised UK Quality <br> Code, is to achieve positive change that improves the educational experience of students at Royal <br> Holloway and engages students as partners in the development, assurance, and enhancement of <br> their learning. |
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| Reports to | School Education Committee - UG and PGT <br> School Research Student Oversight Committee - PGR |
| Department | Economics |
| Regular meetings per year | $3-6$ |
| Quorum | 5 |

Attendance Monitoring

|  | Date and Time | Location | Attendance |
| :--- | :--- | :--- | :--- |
| November Meeting <br> (compulsory) | Nov 9 14:00 | MS Teams | 10 - see register in folder. |
| December Meeting <br> (optional) |  |  |  |
| February Meeting <br> (compulsory) | Jan 31 10:00 | MS Teams | 7 - see register in folder. |
| March Meeting <br> (optional) |  |  |  |
| April Meeting <br> (compulsory) |  |  |  |
| May Meeting <br> (optional) |  |  |  |

## Actions

| Action <br> No. | Agreed Action <br> (Include reason for agreed action) | Date Action <br> Agreed | Responsible | Due | Date Action <br> Completed | Outcome <br> 1 |
| :--- | :--- | :--- | :--- | :--- | :--- | :--- |
|  | Senior tutor to discuss with first year <br> reps feedback for EC1109 and relay <br> it to the module leader. | Nov 9 | HS | Dec | Dec | Module leader aware and <br> agrees this needs to be <br> looked at, but there are no <br> short term remedies. |
| 2 | Senior tutor to enquire with IT about <br> student access to BMC (Bloomberg) <br> course and training sessions for <br> Economics students. | Nov 9 | HS | Dec | Nov 13 | JC has provided the <br> relevant information and <br> forwarded to the reps. <br> Library to offer 5 <br> introduction to Bloomberg <br> terminals training sessions <br> in Spring. |
| 3 | Look into FT/Economist access for <br> students. | Nov 9 | HS |  | GL has clarified this and an <br> update was sent to <br> students. |  |
|  |  |  | Dec | Nov 9 |  |  |
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## Notes:

Feel free to use this space to make note of anything of importance, in addition to the actions above, that don't require an action.

|  | Notes |
| :--- | :--- |
| Meeting 1 |  |
| Meeting 2 |  |
| Meeting 3 |  |
| Meeting 4 |  |
| Meeting 5 |  |
| Meeting 6 |  |

