

## Staff-Student Action Log



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

### Attendance Monitoring

	Date and Time	Location	Attendance
November Meeting (compulsory)	27 Nov 2023 9am-12om	MS Teams	Dr Matthew Li, PG Senior Course Director Ms Leanne Workman, Library MSc AFM: Yoon Thandar, Ankur Agarwal MSc LSCM: Aanchal Mantry MSc IBM MKT: Ajit Sharma MSc HRM: Deepa Varghese MSc DM: Suvantika Majumder, Monisha Adalarasu MSc BA: Hania Ahmad, Shruti Suryawanshi, Zoya Popova
December Meeting (optional)			
February Meeting (compulsory)			
March Meeting (optional)			
April Meeting (compulsory)			
May Meeting (optional)			



**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	