

## 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)			
December Meeting (optional)			
February Meeting (compulsory)			
March Meeting (optional)	27/03/2025 (PG)	Moore – 034 A	Professor Christos Tsinopoulos- Executive Dean Dr. Lucy Gill-Simmen- Vice-Dean for Education & Student Experience Professor Anica Zeyen- Vice Dean for Equality, Diversity and Inclusion Dr Nesrine Eltawy – Director of Student Experience & Engagement Dr Matthew C. Li- Senior Postgraduate Course Director Leanne Workman- Head of Library Teaching and Engagement Georgina Lindsay- Careers Consultant Elise Eriksson – School rep. Mohammad Moazzam – course rep. (Chair) Aden Awan- course rep.
April Meeting (compulsory)			
May Meeting (optional)			

**Actions**

Action No.	Agreed Action (Include reason for agreed action)	Date Action Agreed	Responsible	Due	Date Action Completed	Outcome
1.	"Multi-layered" and Multiple excessively long assignments this year have undermined our ability to learn, take part in extracurriculars and wellbeing (MSc Business Analytics feedback)	27/03/2025	Matthew and module leaders			Matthew, Senior course director, will be working with module leaders to make sure about this point in the future.
2.	Some courses have felt completely useless such as Emerging Technologies and Technology Entrepreneurship whilst some key skills like SQL have not been included. (MSc Business Analytics feedback)	27/03/2025	Matthew and module leaders			The module leaders will be working on this point to include some technical skills that match with the employability challenges.
3.	Elements of the course lack alignment to student priorities resulting in low turnouts (MSc Business Analytics feedback)	27/03/2025	Module leaders			The module leaders- to include activities that can encourage the students to come to class and engage.
4.	Online library layout feels counter intuitive (MSc Business Analytics feedback)	27/03/2025	Leanne			Leanne- to arrange more workshops for the students on Library.
5.	Final year projects lacked any direction. With the exception of roughly 5 students the entire class is very unsatisfied with having to create project ideas from scratch individually or trying to on-board clients. The class feels that given the importance of this project it should be better supported. (MSc Business Analytics feedback)	27/03/2025	Matthew/ research project module leader/ supervisors.			Matthew will be working with the research project module leader and supervisors to ensure great clarity about how to set up new research ideas.
6.	The crossover of assignment submissions between Business	27/03/2025	Matthew/ module leaders			Matthew- to work with the module leaders of these

	Analytics in Practice, Machine Learning, and the final consultancy project has caused a lot of confusion. These would be better left as standalone assignments. (MSc Business Analytics feedback)					modules to set up the assignments clearly.
7.	The course would benefit from collaboration with other departments and the integration of industry relevant certifications like Google and IBM's data courses, or other courses in SQL, Python or Machine learning. These would help focus students towards highly in demand skills (MSc Business Analytics feedback)	27/03/2025	Lucy and module leaders			Lucy is arranging several events with practitioners and industry speakers for PG students across different courses such as google.
8.	Assignment briefs need more explanation. (General)	27/03/2025	Matthew with module leaders and CD.			Mathew- to work with the module leaders to ensure clarity on assignment brief.
9.	<ul style="list-style-type: none"> <li>5 courses over 5 days/ week</li> <li>Commuter students are asking for organising the classrooms (General)</li> </ul>	27/03/2025	Adm. team and timetabling			Timetabling- to be informed by the students point.
10.	More events in Central London campus (MSc Digital Marketing)	27/03/2025	Careers			The outcome is described in detail by the Georgina from Careers
11.	Some issues and challenges in Design thinking course (MSc Digital Marketing)	27/03/2025	CD and module leader			CD – to work with the module leader to sort out the challenges.

**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	<ul style="list-style-type: none"><li>• Book copies are not available feedback has been answered by Leanne.</li><li>• More Library Updates have been shared by Leanne on the RHSU Academic Representation MS team channel.</li></ul>
Meeting 3	
Meeting 4	
Meeting 5	
Meeting 6	

**Notes from the Careers:**

- Careers Service will be based on the London Campus (Stewart House) on Thursday 3rd April from 10-4pm with a CV workshop running at 12pm – book via the [careers portal](#)
- Careers Service open over the Easter vacation for a mix of online and face to face appointments (apart from university closure days – 18th – 23rd April)
- Have your say about the [Careers Survey](#) and complete our Careers Survey so you can help shape and improve the service!
- Save the date – Careers Summer Fair and LinkedIn Day – 4th and 5th June on Egham Campus – Meet with Employers to discuss possible work experience opportunities.

- Student Circus is a platform where international students can find possible sponsorship opportunities with UK employers – sign up now for your free trial with your University email account. Please email [careers@rhul.ac.uk](mailto:careers@rhul.ac.uk) if you need support with this.