

**EDUCATION COUNCIL (Academic Rep Conference)**

30/01/2019 // MINUTES

Time: 1pm

Venue: Medicine

* **Welcome and introductions**
	1. *VP Education welcomed attendees to the annual Academic Rep Conference.*
* **Items for discussions**
	1. *Several items throughout the afternoon including:*
		1. *Personal tutoring: is the new system fit for purpose? Do the roles cover everything that they need to?*
		2. *Inclusivity training: a further round of training for academic reps to ensure they are equipped to represent as diverse a population of students as possible.*
		3. *BAME Attainment Gap: introducing the context of the attainment gap and discussing in groups where areas could be targeted to improve attainment and retention.*
		4. *Commuting students: update on recent research currently ongoing by RHSU and RHUL. Barriers to engagement and lecture capture discussed in detail.*
* **Officers report**
	1. *Assessment methods: VP Education sent out a survey to all academic reps to ascertain how assessments are submitted and methods most commonly used. VP Education is lobbying for a more diverse offering of assessment methods and a push for online submission only (where possible).*
	2. *E-learning: Linked to the above point, VP Education also spoke about the need for the approach to lecture capture to be radically changed. You can read more about the current situation, and what the VP Education wants to do about it,* [*here*](https://www.su.rhul.ac.uk/voice/campaigns/lecturecapture/)*.*
	3. *Academic Restructure: VP Education updated the room on the current position of the academic restructure. They are attending meetings to ensure that the student voice is represented in the setting up of the new structure and is working closely with the College Executive to ensure students concerns are heard.*
	4. *Academic societies: Working with VP Societies and Media, they are looking to create a minimum standards agreement between the society and the associated department to ensure that there is not a gulf in experience between different departments.*
	5. *Academic rep changes: The academic representation system will be changed in line with the new school structure. The biggest changes will be at the School/Faculty level but there will also be additional department rep positions created where needed.*
	6. *Periodic Departmental Reviews (PDR): PDRs, which happen every 5-6 years, are part of the process that assures students are being given a high quality educational experience on campus. The School of Management PDR occurred at the beginning of the first term and the report is being sent out to academic reps soon. The English department’s PDR took place at the beginning of February. The report will be circulated to reps as soon as it is completed.*
* **Motions**
	1. *None submitted.*
* **Any other business**
	1. *None.*

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| **Type** | **Description** | **Responsible** | **Vote** |
| *Was it a discussion topic or motion* | *Describe the discussion or motion, why it is important and should be actioned*  | *Does it need to go onto steering committee to be actioned* | *If a vote took place what was the result* |
| None |  |  |  |