

Education Executive Minutes

Date & time	25 th May 2021 – 17:45
Location	MS Teams
Attendance	Alissa Chohan (VP Education) – Chair Kate Roberts (President) Henn Warwick (VP Wellbeing & Diversity) Maia Jarvis (School Rep – Performing & Digital Arts) Grace Waterman (School Rep – Life Sciences & the Environment) Phill Dowler (Democracy Coordinator) – Secretary Natalie Bates (Student Voice Manager)
Apologies	Ellie Matthews (School Rep - Engineering, Physical & Mathematical Sciences and BAME Students Collective Convenor)

Item	Action	Responsible	Due
4.	PD to circulate further information about the structure of the academic year. School Reps to feedback impact.	PD & School Reps	11 th June
6.	PD to circulate further information regarding extensions policy for 21/22	PD	ASAP

Item	Notes	Action
1. Welcome	AC welcomes members.	
2. Minutes of the last meeting	AC updates progress on actions and minutes were agreed.	
3. Officer Update	AC takes paper as read. AC opens up to questions. No questions are put forward.	
4. Structure of the academic year	AC notes that there is a proposal to formally introduce a one week assessment period at the start of term 2 in 2021/22. This would then become a week of assessment followed by a week of activity/employability building in 2022/23. A further expansion would then take place over three or four weeks in 2023/24. AC notes that this may result in a reduced Easter break if required by academic delivery. Members query why there's allocated revision weeks in later years of implementation, but not in its initial introduction. It is noted that there is also some concern as to how activity weeks will be resourced	PD to circulate further information about the structure of the academic year. School Reps to feedback impact.

	<p>and whether the experience will be the same across all departments.</p> <p>MJ notes that the formal keeping of January assessments would have little impact on students in Music as there are already assessments in that period.</p> <p>AC notes that not all School Reps are present so feedback should continue to be gathered beyond the meeting.</p>	
5. School Rep Update	<p>MJ notes that there is a School Board coming up. Overall it is however quiet due to exams and assessments.</p> <p>GW notes that a survey went out about returning to campus, with ongoing concerns about safety. Other feedback included keeping a January exam period, as well as continuing a blended learning approach.</p> <p>AC notes that a meeting took place including MJ and UCU to discuss lecture capture as UCU is not in favour. Students are overwhelmingly in favour of keeping it and as such there will be an update to the policy going to academic board to expand the policy to include seminars.</p> <p>GW notes there is an awarding gap group in the school of LSE which is focussing on the awarding gap among ethnicities. They're looking to increase the membership of BME students.</p> <p>GW notes that study sessions have been taking place in Psychology however they haven't taken off, although it is believed that there may be some issues around communication.</p> <p>GW notes there's some communication issues with contacting Department reps in recent months.</p> <p>NB notes that there is a plan in place to backfill the academic coordinator role, which will include upping the portfolio and developing the Department Rep role.</p>	
6. Extensions Policy 21/22	<p>AC takes the paper as read and opens up to discussion.</p> <p>Members note the implementation of an automated system is a benefit to students.</p> <p>Members also note however that the scrapping of a 10 day extension in favour of a 48 hour extension will only seek to disadvantage students.</p>	<p>PD to circulate further information regarding extensions policy for 21/22</p>

	<p>It is also noted that the policy will significantly disadvantage disabled students and those with chronic illnesses. With a 48 hour window, students won't have received support from their wellbeing team, guaranteeing that they wouldn't be able to submit.</p> <p>Members note that an introduction of a 48 hour extension, in addition to the existing 5 and 10 day extensions would be more beneficial to students. An option may be that both 48 hour and 5 day extensions are automated however 10 day ones are agreed on a case by case basis.</p> <p>AC notes that the automated system won't work for clustered assessments and that each assessment in a cluster would require individual extension allowances rather than one for a set period.</p> <p>AC notes that the belief is that anything that requires more than 5 days would require an extenuating circumstance submission instead.</p> <p>KR notes that University staff and students have different views of the use of extenuating circumstances. Students see them as a last resort, with extensions providing a short term solution, rather than the other way around.</p> <p>Members query why the proposal has got to this point without sufficient student consultation.</p> <p>AC notes that more input is needed from schools not represented at the meeting.</p>	
7. AOB	<p>KR notes the screens currently installed in the library which were installed to promote distancing. It is now being considered whether to keep them long-term, expand the use, or reduce it and feedback is sought.</p> <p>It is noted that members remain indifferent although the budget would be better spent elsewhere.</p> <p>AC thanks members for being part of Education Executive and the hard work and contributions made throughout the academic year, as the final meeting of the year closes.</p>	