



## Education Network Committee Minutes

**For the meeting: Wednesday 14<sup>th</sup> February 2018 2:00 - 3:30pm**

### **Present:**

Jack McAlinden	UG Health Sciences (Chair)
Mason Ammar	UG Education Officer
Shubham Singh	PG Education Officer (From 3:00pm)
Helen Inman	UG Engineering
Hannah Barber	PGR Health Sciences
Joe Allen	PGR Science (Till 3:00pm)
Arya Sharma	UG SSL
Mark William Smith	PGT SSL
Louise Hatherall	PGR SSL

**Apologies:** Abi Gartner, Rizwan Javed, Carisa Wong, Ella Wright, Joshua Mudie, Stuart Harrison,

**Absent:** Ella Wright, Panagiotis Kyriazis, Abbey Mounter, Kaiyuan LI,

**In Attendance:** Robiu Salisu (Bristol SU), Helen Hoogewerf-McComb (Bristol SU), Caitlin Flint (Bristol SU)

### **1. Welcome**

The meeting was called to order at 2:00pm by Jack McAlinden.

### **2. Items for Discussion**

The purpose of this agenda item is to discuss issues which affects a multitude of Faculties or the whole student body.

#### 1) Minutes and Action Points from 30<sup>th</sup> November

The committee was asked to look at the action points table from the previous meeting held in November. This has now been updated accordingly below.

#### 2) Education Network Blog

Following Novembers meeting, Joe has written two blogs to be published on the Education Network page on the Union website. The committee discussed how to ensure the page had a maximum reach. There was a consensus to link the blog post with Bristol SU marketing team through Robiu. Joe asked the committee for a volunteer to write the next post, Jack offered to do so.

**AP:** RS, JMc

#### 3) Substitution Provisions for Paperless Departments

This item was brought forward following Novembers meeting. The committee was asked to discuss what provisions could be made in departments where

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there is a paperless policy. Jack suggested emailing the University Estates department on behalf of the network to encourage more plug points in any new refurbishments planned. The committee agreed for Jack to go ahead but there were questions regarding the cost and disruption of installing new plug points. Helen suggested an alternative to areas where plug points might not be feasible, to have 'Trolley charging points'. The committee agreed that this would be a suitable alternative. Jack will include this in his communication with Estates.

**AP: JMc**

#### 4) Course Rep Democratic Forum

The Education Network was established this year as part of the Bristol SU democracy review. Part of the remit of the Education Network is to hold at least 1 democratic forum a term with its members. The purpose of the forums is to agree on campaigns and policy priority for the Network and collaborate with the University on key strategic educational projects. This term's forum will be on Wednesday 7<sup>th</sup> of March at 16:00–18:00 at Bristol SU, Richmond Building, Fourth Floor, Gromit Room 4.77. The topic for the forum is assessment and this will be in collaboration with BUILT. All Faculty Reps are expected to attend. Full details of the forum can be found [here](#).

The committee was asked to discuss ideas to add to the forum and what the social at the end should be. It was agreed that there will be a Faculty Representative update at the start, followed by a workshop on assessment, split by similarity of assessment rather than by faculty. Afterwards, there will be a social which will include; free food, bar access, live band or karaoke with Music.

**AP: All Faculty Reps**

#### 5) UCU Strike

Mason Ammar provided an update on the Union response to the UCU strike. Details of this can be found [here](#). Questions were asked regarding the impact the strikes will have on students and how reps can communicate the ways to address problems regarding student queries on the strike action. Mason Ammar suggested having an email/working document to create an FAQ for reps about the strikes. Clarification was asked regarding roles of reps in attending FSSLCs and SSLCs. Mason confirmed that he would speak to UCU about this and email the response to Faculty Reps. Mason made clear that Education Network activities like the upcoming Forum will still go ahead as it's held by Bristol SU and not the University.

**AP: MA**

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6) Bristol SU Elections

Robiu informed the committee that Bristol SU elections is now open and there's a lot of vacancy for Course and PG faculty rep positions. Robiu asked the committee to think of ways to promote and encourage course reps to run for the role. The committee requested promotional guidance from the SU to be sent via email to them to disseminate.

**AP: RS**

7) BoB Lectures

A paper regarding the Education Network adopting the Best of Bristol (BoB) Lecture series within its remit was presented by Caitlin. The committee was asked to consider if the remit should be limited to the committee only or broaden to course reps to form a subcommittee. The committee accepted the paper and agreed that a subcommittee should be created with a Faculty Rep lead. Reps will be informed of the opportunity at the rep conference training.

**AP: CF**

8) Matters Arising

This is an opportunity for members of the committee to raise any issues that has occurred since the agenda had been ratified.

HI and JMc – Could the Network work with Wellbeing to create a video for different schools regarding accessing help during assessment season. LH raised the point that PG students will have different access for help and that this needs to be factored within the video. The committee agreed that this would be a good idea to move ahead with.

**AP: HI and JMc**

### 3. Campaigns

3.1 Lets Talk About TEF

MA – Mason update the committee regarding the campaign on the alternative Teaching Excellence Framework (TEF). Details can be found [here](#). Mason made request for the focus group sessions to be shared out by everyone.

**AP: All**

3.2 Why is My Curriculum White?

A campaign update was provided by Arya regarding the collaboration between BME Network for the campaign. There was an initial volunteer meeting and further ideas are to be discussed later. Details can be found [here](#).



**4. Any Other Business**

4.1 Contextualise Offers

HI raised the issue that some students are concerned with regards to the level of contextualise offers UOB give to students who are already high achieving. Jack added that there have been cases whereby people decide not to come to Bristol because they put their offers as insurance rather than firm choice. The committee discussed whether the institution should change the way the contextualise offers are made. It was suggested that the offers should be made to be the firm first choice to avoid the situation where some courses are not filled through choices but by clearing process. It was agreed that Reps should raise this at their FSSLCs and see what the response from their Faculty.

**AP:** ALL Faculty Reps

**Date of the next meeting:** May 31<sup>st</sup> 2018

**Action Points from Wednesday 14<sup>th</sup> February 2018**

Action Point	Assigned To	Status?
Link the Education Network blog post with Bristol SU marketing team.	RS	Green
Jack offered write the next Education Network Blog	JMc	Green
Jack to email Estates regarding the to encourage more plug points in any new refurbishments planned and for areas where plug points might not be feasible to have 'Trolley charging points'	JMc	Yellow
All Faculty Reps to attend EN forum will be on Wednesday 7th of March at 16:00–18:00 at Bristol SU, Richmond Building, Fourth Floor, Gromit Room 4.77	All Faculty Reps	Green
Mason Ammar to create an FAQ for reps about the strikes	MA	Green
Promotional materials for Bristol SU Elections to encourage Course Rep nominations to be sent by the SU via email	RS	Green

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Reps to be informed of the opportunity to be on EN BoB subcommittee at the rep conference training.	CF	
Education Network to work with Wellbeing to create a video for different schools regarding accessing help during assessment season	HI & JMc	
Everyone to share the TEF focus group sessions	ALL	
Reps should raise 'contextualise offer' at their FSSLCs and see what the response from their Faculty	ALL	

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