

# Education Board

**8<sup>th</sup> December, 6-7:30pm, MS Teams - Chair: Bilge Kacmaz**

## Attendance

Present:

- Matthew Beach, Postgraduate Research Representative (HSS) (joint ticket) – [MB]
- Vikki Barry Brown, Postgraduate Research Representative (HSS) (joint ticket) – [VBB]
- Hussain Ali Abid, Postgraduate Research Representative (S&E) – [HAA]
- Sophie Homb, Postgraduate Taught Representative (HSS) - [SH]
- Rahma Hegy, School of Medical and Dental Sciences Pre-Clinical (Medicine) Representative - [RH]
- James Tavner, School of Medical and Dental Sciences Clinical (Medicine) Representative - [JT]
- Aisha Qadi, School of Biological and Chemical Sciences Representative – [AQ]
- Samira Rahman, School of Electronic Engineering and Computer Sciences Representative (joint ticket) – [SR]
- Rosanna Matthews, School of History Representative (joint ticket) – [RM]
- Gunjit Dinesh Madra, School of Law Representative (joint ticket) – [GDM]
- Hemanth Paneer Selvam, School of Mathematical Sciences Representative – [HPS]
- Sharafina Binti Razin, School of Physics & Astronomy Representative – [SBR]
- Louis Gouget, School of Politics and International Relations Rep – [LG]
- Saynab Sharif, Vice President Humanities and Social Sciences – [SSh]
- Bilge Kacmaz, Vice President Science and Engineering – [BK]

Apologies:

- Rob Tucker, Vice President Barts and The London – [RT]
- Alina Liebholz, School of Law Representative (joint ticket) – [AL]
- Katie Butler, School of English & Drama Representative – [KB]
- Darcey Blackman, School of Engineering and Materials Science Representative (joint ticket) – [DB]
- Yugesh Shanmugha Sundharam, School of Engineering and Materials Science Representative (joint ticket) – [YSS]
- George Boulton, School of Languages, Linguistics and Film - [GB]

In attendance:

- Jonathan Otter, Education Coordinator (Students' Union) – [JO]

## Agenda item 1 - Welcome and introductions

- Chair opens and welcomes all attendees to the meeting.

- Apologies noted.

## **Agenda item 2 - Minutes of the previous meeting and matters arising**

- SSh updates on the organisation of IT Forums which has taken place since last meeting.
- Minutes from the previous meeting received no comments.

## **Agenda item 3 – General Updates from Education Board**

- BK updates on PG Funding project, which will launch online soon, as well as work on an Internship project in S&E. Finally, BK has been working with the Library Services to review tender bids for Academic Skills tutoring.
- SSh is working on PG Funding with BK, and updates on academic support for Postgraduate students and students considering that option. SSh has been working with HSS staff on exam processes with the assessment centre. JB asks questions about getting involved in the PG Study project and where these resources will be found.
- VBB updates on behalf of HSS PGR Reps. The HSS PGR reps have been working to improve communication with PGR Students via the doctoral college. Working with HAA, QMSU Colleagues and the Doctoral College on elections for PGR Subject Reps which will be taking place in January. Finally working to improve Ethics approval process and improve relevancy to HSS researchers.
- GDM has hosted the Law School Forum, in which issues raised by Reps are being tackled. These issues include students' experiences with the Queen Mary Buddy Scheme; looking into extensions needed by some PG Students and supporting Course Reps to contact students.
- RM held School of History Forum on Monday (1<sup>st</sup> and 2<sup>nd</sup> Years) and has begun gathering feedback about accessibility and access to services. RM is working with the department to improve accessibility and has launched a survey around students accessing services. Finally, is helping create content to help History students with assignments processes and guidance, SSh offers support on this area of work.
- AQ has been working on an SBBS newsletter, which has been delayed. Co-promotional work with Library Services has begun, looking into communication methods and promotion of services. AQ is also working on a collaboration with Library Services and DDS around types of learning.
- SBR has been working well with Course Reps and has held the SPCS Forum and setup Instagram account. Hosted documentary screening event this afternoon of Mercury 13. Will begin to look at the Art Sciences Competition in SPCS and will be meeting with QMSU and SPCS colleagues to plan.
- RH has been working on examination guidance within MBBS; following decision on linear progression, has been looking at the option of face-to-face exams. Has been gathering student feedback following progress tests. Has worked on in person lectures and clinical skills.
- HPS has been working with a few international students regarding miscommunication around examinations. Mathematics School Forum has not been possible to be held but is hoping to organise soon.

**Chair invites all further officers to update via the Chat function.**

## **Agenda item 4 – Attending Senior Meetings as a PTO.**

- SSh asks PTOs how they feel about attending senior meetings beyond the level of SSLCs. This includes Education Committees, Teaching and Learning Committees and other meetings within your school.
- RM has been attending EDI committees, Education Committees and other meetings; has found the experience really valuable.

- MB asks for clarification. As Geography Course Rep, MB attends school boards and research graduate committee meetings too.
- JT attends approximately 8 or 9 staff led education focused meetings in SMD.
- SSh concludes item and offers for officers to get in contact if they need support in attending or preparing for any meetings.

### **Agenda item 5 – Organising and Chairing School Forums**

- JO highlights to School Representatives the guidance that has been sent out and offers support to officers. Officers are encouraged to organise a date and let the team know.
- GDM asks whether all Reps received the invite to the School Forum as some Reps did not receive the invite. JO confirms that all email addresses on record for the school should have received the email and invites attendees to contact the team if there are any issues.

### **Agenda item 6 – Substantive Business (Policy)**

- No motions or items submitted

### **Agenda item 7 – Any Other Business**

- BK raises that for the NSS Survey, Education Board members are encouraged to send in any charities they would like to partner with. SSh adds that Queen Mary is planning to donate a sum to charity based on the number of responses.
- BK also highlights the current running MME survey.
- SSh also asks how officers have been found being able to contact SSOs or school staff. SSh encourages attendees to share feedback or contact the Student Voice team for support.
- JO mentions Study Well Winter and invites officers to participate with a Rep profile.

### **Agenda item 8 - Dates and times of next meeting**

- The dates for the upcoming meetings:
  - 22<sup>nd</sup> February 2022 – Meeting 3

