



Royal College of Science Union

## **Minutes of the 1st meeting of the Education Board**

Held at 13:00 on 5th October 2018 at the RCSU Office (Sherfield 214D)

### **PRESENT:**

- Michaela Flegrova (RCSU VP Education) (MF)
- Isabel Esain (Biochemistry Dep Rep) (IE)
- Tim Marley (Physics Dep Rep) (TM)
- Lorenz Hoffmann (Chemistry Dep Rep) (LH)
- Albert Muljono (Biology Dep Rep) (AM)
- Michael McGill (RCSU President) (MM)
- Ankush Rajput (Mathematics Dep Rep) (AR)

**Apologies:** Kaifeng Wei(RCSU Secretary)(KW)

*Meeting opened at 13:00.*

### **A. Welcome and Apologies**

### **B. Departmental reports**

- Biochemistry: nothing to report
- Biology: AM reported that the department was currently focusing on the Curriculum Review and runs a focus group with relevant staff members. The department will aim to include one or two student reps in the focus group. There was more student consultation regarding the CR last year that Yizhou (last year's dep rep) was involved in, and that the department is already introducing some changes, for example more use of technology and coding. MF suggested that the life sciences dep reps should aim to both be in the CR focus group to get more student representation but also in case one of the dep reps cannot make it to the meetings.

- Chemistry: LH reported that the Chemistry department changes a lot of things every year and expressed concern that the changes are usually not consulted with students.
- Mathematics: nothing to report
- Physics: TM reported that he has been taking part in various meetings with the head of department regarding emergency measures dealing with the poor NSS scores, for example to reduce the Year 1 and Year 2 content by 10%. He has also been involved in the rework of the Physics computer suite which will take place next summer.

### **C. Email Addresses and Slack**

- MF asked whether the dep reps have any issues logging into the new email addresses and asked the dep reps to use the new email addresses to anything representation related. MF also asked whether the dep reps were comfortable using Slack and asked everyone to reply to her message to confirm that their Slack is working. IE asked whether it would be possible to resend the invitation link to Slack which MM promised to do.

### **D. Year rep elections**

- MF told the board that the nominations for the year rep elections are closing on Wednesday 10th October and asked the dep reps to promote the elections, especially in first years. IE and AM reported that they have been sent the numbers of people running for year reps by the union, and IE reported that a lot of people have nominated themselves, especially in second year. MF said she and MM will be getting the number of nominations for all departments on Tuesday 9<sup>th</sup> October and will share them with the dep reps. Quick action and targeting will be required if not enough students are running for certain positions.

### **E. Meet Your Reps (Friday 12<sup>th</sup> October)**

- MF informed the board about the Meet Your Reps event due to take place on Friday 12<sup>th</sup> October. The event was planned to take place between 12-2pm separately in each department, and it should be a collaboration between the wellbeing and academic dep reps. The purpose of the event is to introduce the

dep reps to the students and to promote the RCSU. AR stated that there is a Math Society event for freshers running during lunchtime that day, so MM suggested Maths can do Meet Your Reps earlier. TM reported he won't be able to be there for 1-2pm but should be able to do 12-1pm. IE, AM and LH said they are free to run this event 12-2pm.

- MF asked IE and AM where the event could be run for life sciences students and they said the SAF building is where most life sciences students spend their free time. MF said that she and MM tried to get some freebies for this event but there wasn't enough time to deliver them, and she suggested the dep reps could be giving out pens, condoms and welfare leaflets.
- MF asked the dep reps to tell her the location of the Meet Your Reps desk in each department so that she could visit.

#### **F. RCSU Reps Induction (Monday 22<sup>nd</sup> October)**

- MF informed the board of the Induction Talk to all newly elected year reps (academic and wellbeing) due to take place on Monday 22<sup>nd</sup> October, three days after voting closes. The induction talk will take place at 6pm and the RCSU will try to book the Union Bar for 7pm. AR said he won't be able to make it to the talk but should join for the bar night.
- The reps asked MF to email them the dates and times of the events.

#### **G. Curriculum Review**

- MF asked what the state of the curriculum review was in each department and what the student involvement was.
- IE reported that the department has established a focus group consisting of academics and that either she or AM, or both, should be a part of the CR focus group. MF recommended that it would be significantly better to have two students involved and that they should try and negotiate that with the department.
- AM reported about the curriculum review in his departmental report.
- LH reported that he does not really know much about the curriculum review in his department and said he will have to find out.

- AR also reported that he has not been involved in the curriculum review. MM recommended that he should email Inkeri, the Undergraduate Liaison Officer, to find out more.
- TM reported that he and MF have been at the curriculum review panel which has been meeting over the summer. Two surveys were run, one for alumni and one for current students, with a response rate of 40 and 90 people respectively. He reported that the department is looking mainly into having 7.5 ECTS options.

## **H. NSS Response**

- MF asked the dep reps to read the summary of the Union NSS response and reported that Emma McCoy, the faculty Vice Dean for Education, will be asking all the DUGS to produce an action plan to implement the Union recommendations in each department. MF told the dep reps that their role will be to make sure that the departments are sticking to the action plans.
- All the dep reps except for Physics reported that they do not have access to the full NSS results including the comments. MF will email Becky Middleton regarding this and will try to get the NSS results for all the dep reps.
- LH expressed concern that the NSS response action plan will be created without any student consultation. MF said she will raise this up with Emma McCoy to make sure that the changes are made with student consultation.

## **I. Academic Board meeting dates**

- MF asked the board whether Thursdays 6:30pm would be a suitable time to schedule the Academic Board meetings for, and all the dep reps agreed that they are generally free during that time. LH said that it is important for him to have the meetings after 5:30pm since he needs to get to South Kensington from the White City campus where he is based.
- MF will have a look at the FoNS Academic SSC dates and schedule Academic Board meetings based on them.

## **J. SSC meeting dates**

- MF asked the dep reps to let her know the departmental SSC meeting dates when they know them.

## **K. A.O.B.**

- No other business

### Actions:

- MF to send a message to the Academic Board on Slack, Dep Reps to reply to confirm it's working
- MM to resend the Slack invitation link to Dep Reps
- Dep Reps to promote Autumn Elections, especially in first year
- MF and MM to get the numbers of nominated students on Tuesday 9<sup>th</sup> October and to share them with the Dep Reps