

## Notice of Meeting

<b>Meeting</b>	Academic Council
<b>Date and Time</b>	Thursday 9 <sup>th</sup> February 2023 (12:15-14:05)
<b>Location</b>	3E 2.1

### Meeting Minutes

Item	Item
<b>1</b>	<b>SU &amp; Education Officer Update</b>
	<p>Education Officer has been pushing for:</p> <ul style="list-style-type: none"> <li>• More lectures to be recorded and to establish a set of guidelines to specify when lectures don't have to be recorded</li> <li>• Better feedback to be given for assignments and examinations</li> <li>• Looking to make Academic rep role more engaging and provide better incentives</li> </ul>
<b>2</b>	<b>Exams and Assessments</b>
	<p><b>How did the exams go?</b></p> <ul style="list-style-type: none"> <li>• Preparedness depends on the student (Mech Eng 2)</li> <li>• Good overall feedback on Inspira based exams               <ul style="list-style-type: none"> <li>○ However, BMan4 outline difficulties faced for diagrams and graphs</li> <li>○ Overall, a notion that it is still challenging to use Inspira for Math/formulae-based modules or ones where diagrams/graphs are required</li> </ul> </li> <li>• Few modules required more critical thinking (e.g.: Macro)               <ul style="list-style-type: none"> <li>○ BMan1 express desire for more application-based questions</li> <li>○ Applied Econ MSc call for a more flexible and dynamic paper for open book</li> </ul> </li> <li>• Calls for more uniformity between the modules               <ul style="list-style-type: none"> <li>○ Appreciation for consistency between semester 1 &amp; 2</li> </ul> </li> <li>• Mock Inspira exams very useful (Business + Mech Engineering)</li> <li>• In-person exams well organized (Business + Mech Engineering)</li> <li>• During exams, invigilator could use a mic (Unknown 2)</li> </ul> <p><b>Do you know when you will be getting results?</b></p> <ul style="list-style-type: none"> <li>• No Information about results release date (Mech Eng 2)</li> <li>• Unclear when results are released – “sometime in March” (Business + Mech Engineering)</li> <li>• Results: give a rough estimate of release (Unknown 2)</li> </ul>

**Did you feel prepared for exams?**

- Advocate for the availability of more past papers, past paper solutions and correct solutions to students as preparation for the exams (Mech Eng 2)
- Accounting – extremely lengthy paper, most of the cohort could not finish
- Economics exam – not enough revision material; no past papers/practice exams provided
  - BMan1 would appreciate being provided with mock exams
- Coursework stacked up towards “end” – week before Christmas (Business + Mech Engineering)
- Clashes with deadlines (Business + Mech Engineering)
- Added on requirements mid-way to coursework (Business + Mech Engineering)
- More practice questions available (Business + Mech Engineering)
- Map of Founder’s Hall (Unknown)
- More communication (Unknown)
  - Calculators
- Mock exam for 1<sup>st</sup> years (Unknown)
- Put exam guidance as a unit on Moodle (Unknown 3)
- “Seen exams” make no sense

**Did you experience any other difficulties e.g., Wi-Fi problems, having inadequate or no revision spaces, etc.?**

- Problems with Modelling Technique 1 (Mech Eng 2):
  - A lot of students faced issues with the lecturer
  - Students weren’t guided on how to study for the exam
  - Some topics were not covered adequately
- Wrong question in ME20022 (Question 4) – Mech Eng 2
- Not enough space to take online exams (Business + Mech Engineering)
- Some Wi-Fi problems (Business + Mech Engineering)
- Some online exams should have been in-person: less stressful and more appropriate (Business + Mech Engineering)
- Too little time to finish (Business + Mech Engineering)
- If lecturers give extra info about exam, make sure it is consistent with the actual exam (Business + Mech Engineering)
  - E.g., Specified topics were given but question on the exam was about another topic
- Beginning of in-person exam – very chaotic (Business + Mech Engineering)
- Inconsistency (Unknown)
- A \*incoherent\* study space list (Unknown)

- Wi-Fi was very good (Unknown)
- In-person exams could have been done on paper (typing noise can be disturbing) – Unknown 3

### **Verbal Feedback**

- Courses should provide a mock exam experience in a lecture theatre to make students feel more comfortable in an exam atmosphere
- There should be guidance and tips for exam preparation for each module on Moodle i.e., what stationary to bring, what to expect etc
- There should be more consistency between exams on the same course i.e., calculators allowed or not
- There not being clear instructions creates a sense of anxiety which adds to the exam nerves
- There should be a more rigorous review process for exam papers because many people noticed errors in their papers i.e., typos, wrong questions, no calculation listed etc
- The release date for exam results should be communicated more clearly and should be the same across a department
- SAMIS number should be more easily accessible and clear
- Study spaces should be advertised more, through screens in the library or lecturers in class
- Bring back the system where you are not allowed to leave your stuff in a study space for too long
- Taking Online exams on campus is difficult, study spaces are not guaranteed quiet
- There should be more clarity on AI plagiarism i.e., Chatbot
- School of Management require you to print out a data pack and finance it yourself which is unfair
- School of Mechanical Engineering require you to buy drawing boards and only give you a week, there should something different as it is expensive i.e., a borrowing/deposit initiative
- In economics, there is too much reliance on online videos to teach content and it's not a good replacement for in-person teaching
- There should be a calculator initiative as many calculators are lost each year or are not needed by students, set up a different system i.e., where you the university give you money to hand it in and new students can buy them for cheap
- It is unfair when lecturers make a reading compulsory but the university hasn't paid for that content so you cannot access it easily or for free

3	<b>Being an Academic Rep (Discussion)</b>
	<p><b>How did you find out about the Academic Rep role?</b></p> <ul style="list-style-type: none"> <li>• Advert in lecture induction week</li> <li>• Email from DoS</li> <li>• Email from Director of Studies</li> <li>• SU webpage</li> <li>• Director of studies sent out an email</li> <li>• Through emails</li> <li>• Via emails</li> <li>• Lecture</li> <li>• From the director of studies</li> <li>• It was advertised in our lectures at the start of the year</li> <li>• Through the SU page and Insta stories</li> <li>• Through the SU website and by email from the university</li> <li>• During my SOM DoS Talk, courtesy of Dr. Gamila</li> <li>• It was mentioned in an email</li> <li>• Director of studies</li> <li>• Email advertisement</li> <li>• Told about it in induction week</li> <li>• Email sent from DoS</li> <li>• My friend invited me</li> <li>• Student experience officer</li> <li>• Speech from John (Computer Science department)</li> <li>• Email from DoS</li> <li>• Email from director of studies and in lectures</li> <li>• From departmental emails</li> <li>• Was told about it in an introduction to the course in freshers' week</li> <li>• An experience of western democracy</li> <li>• Emails from SU</li> <li>• Emailed by director of studies</li> <li>• Freshers' week introduction classes</li> </ul>
	<p><b>How many SSLC meetings have you attended?</b></p> <ul style="list-style-type: none"> <li>• None – 1 student</li> <li>• 1 to 2 – 11 students</li> <li>• 3 to 4 – 11 students</li> <li>• More than 4 – 3 students</li> </ul>
	<p><b>On a scale from 0 to 5, 0 being strongly disagree and 5 being strongly agree, how much do you agree with these statements.</b></p> <ul style="list-style-type: none"> <li>• I have received good support from University Staff to share my feedback – 4.5</li> </ul>

	<ul style="list-style-type: none"> <li>• I feel equipped to fulfil my role in terms of knowledge and skill – 3.7</li> <li>• I find Academic Council a useful place to share feedback and meet other Reps – 4.5</li> </ul> <p><b>Would you be interested in Academic Rep socials at the end of each Semester?</b></p> <ul style="list-style-type: none"> <li>• Yes – 20 students</li> <li>• No – 5 students</li> </ul> <p><b>Verbal Discussion</b></p> <ul style="list-style-type: none"> <li>• Getting hoodies was a good incentive, it's good for the CV and seeing how previous reps have brought about change</li> <li>• It would be good to have a better insight on what changes to expect from the university and how these decisions were made</li> <li>• It's nice that meetings are informal, but the timings sometimes do not work with class timings</li> </ul>
<b>4</b>	<b>Break</b>
<b>5</b>	<b>Additional Course Costs</b>
	<p><b>Have you had to pay additional costs for your programme? If so, what for and which department?</b></p> <ul style="list-style-type: none"> <li>• Drawing equipment in Mech Engineering 2</li> <li>• Printing Notes (Mech Eng 2)</li> <li>• "For business context on Semester 2, we are required to provide a minimum of 3 data packs that are printed to the module convenor and the other team and ourselves. These printouts are costly as the data packs are lengthy and many sheets are required to print, and we are personally reimbursing these costs out of our own pocket. (Laptops are not permitted and we cannot digitally share data packs.)" – BMan1</li> <li>• Coursebooks: most lecturers emphasize you don't necessarily need them, or you can access them online. But you often can't download the whole book or too many people are using the library ones. (Business)</li> <li>• Printing costs for presentation/negotiations, adds up if you need to print e.g., 7x40 slides (Business)</li> <li>• 1st design lecture – we were told that we need to get a drawing board, pencils and templates ~40-50£ (Mech Eng)</li> <li>• No (Unknown)</li> <li>• Some equipment (Unknown 2) <ul style="list-style-type: none"> <li>○ e.g., Drawing Board</li> </ul> </li> </ul>

	<ul style="list-style-type: none"> <li>○ Issues with lending equipment</li> <li>• Nothing to report (Unknown 3)</li> <li>• Calculator? (Unknown 3)</li> </ul>
	<p><b>Were these advertised prior to your enrolment?</b></p> <ul style="list-style-type: none"> <li>• No prior notice brought about confusion (Mech Eng)</li> </ul>
	<p><b>Has your department put any effort in trying to minimize additional course costs?</b></p> <ul style="list-style-type: none"> <li>• No help to minimize costs (Mech Eng) <ul style="list-style-type: none"> <li>○ Justification: "Architecture already spending more"</li> </ul> </li> </ul>
	<p><b>Do you feel disadvantaged if you are unable to spend money on additional course costs?</b></p> <ul style="list-style-type: none"> <li>• Strikes: less lectures but same fees (Mech Eng 2) <ul style="list-style-type: none"> <li>○ Idea of putting pressure on the university</li> </ul> </li> <li>• Affected coursework performance (Mech Eng)</li> <li>• Finding placements (Unknown 2) <ul style="list-style-type: none"> <li>○ Recommended courses (Excel)</li> </ul> </li> </ul>