

<b>Meeting:</b>	Humanities & Social Sciences Faculty Forum
<b>Location:</b>	Wessex House Council Chambers
<b>Date &amp; Time:</b>	19/02/2024 13:15 – 14:05

Item	
1.	<p><b>Introductions</b></p> <p>The co-chairs AA and BT introduced themselves and explained their role as a Faculty Rep. They encouraged students to join the HSS Academic Rep WhatsApp group so they can communicate with Reps easily.</p>
2.	<p><b>Updates from Faculty Reps</b></p> <p>The Faculty Reps outlined projects they have been working on:</p> <ul style="list-style-type: none"> <li>- Improving student received feedback on assignments.</li> <li>- Unified reading week – some lecturers are not able to change the reading week this term, as their reading week falls over half terms, but will work on making reading weeks unified next year.</li> <li>- Increasing student satisfaction with exam dates, and avoiding clashes. Were some issues with clashes during the January exams. In future, if clash issues are raised early enough, it may be possible to change exam dates.</li> <li>- Creating network of change makers – bring ideas to the Change Makers group to action.</li> </ul>

### 3. **Updates from Academic Reps**

The chairs opted asked Reps from each department to give an update:

#### 3.1. Politics

No update.

#### 3.2. Economics

Feedback has improved, and no exam clashes. There was the exam issue for second years, but protocols are now in place to prevent this from happening again. Economics has a reading week, but mathematics does not. This has been an issue for students on this course.

#### 3.3. Health

Currently no unified reading week currently, but students would like this.

#### 3.4. Psychology

Looked at the IMC guidance related to the economics exam which Amber created. Although it has some very specific examples, a lot of examples could be used by students in other departments. Many students were not happy with their provisional marks from their exams, and are looking for advice on what ground there may be to change marks. Advised to talk to Unit Convenors in the first instance, then take the issue to DoS, SSLCs and Faculty meetings if necessary. Appeals against marks cannot be made until the formal marks are released. After the marks are formally released, students have 14 days to start an appeal, but need a reason.

The psychology reps are also looking at finding one platform to communicate with their cohort. Currently, there are several different groups on different social media platforms, which have different memberships.

#### 3.5. Education

This term, reading weeks in education and psychology have been at the same time, which works well. Students in education are interested in more psychology content in course. Some questions were raised in the SSLC about provisional marks and feedback.

Faculty reps reiterated that, if urgent issues are not been resolved by the unit convenor or DoS, bring them to the faculty reps attention, so they can be raised in faculty level meetings.

#### 3.6. Social Policy

Issue raised in Criminology SSLC about portfolio assignments. This assignment involved reflective writing, which students are not given any guidance for. Students would like to have feedback on the portfolio before the final submission – for example, mid-point

	<p>grading. Mid-point grading has happened in previous years, but this has been replaced with group feedback at way markers, which student find less helpful. Students agree that universal reading weeks would be nice.</p> <p>Students within some social policy departments have to give plans for essays before receiving essay due dates. This makes it harder for student to prioritise their workload, and they are interested if this is the case in other departments? Some departments have a document with all assignment due dates inside. It would be good if this became a standardised practice.</p>
4.	<p><b>Any Other Business</b></p> <p>There is a lot of variation between the way departments are run – for example, social policy is organised and taught very differently to economics. Some departments will release provisional marks, while others do not – it depends a lot on the lecturers. Final marks take longer to be released, as they must pass through certain university boards. The faculty reps reminded reps of way they can collect feedback, including: WhatsApp, surveys, emails, in person meetings. They encouraged reps to share surveys with their cohort.</p> <p>Reps have found that engagement with surveys can vary – People often don't engage as much with surveys which are very general, but are more likely to respond if the survey is about a particular issue. Many reps found that in person conversations were the most effective way to gather feedback.</p> <p>The faculty reps highlighted how important it is to make sure that people know you are their reps.</p> <p>Reminder that the next HSS Change Makers event is coming up on Monday 18<sup>th</sup> March, 12:15 – 13:05, 1 West 3.17.</p> <p>The HSS faculty reps have a survey for all reps, which is checked before each faculty rep meeting. This survey is to make sure that rep's feedback is taken to these meetings. Please make sure that you share positive feedback as well as negative feedback. The next faculty meeting in next week, so please fill in the survey before then.</p> <p>Academic appeals – what evidence would be needed for the 'inadequate assessment' reason? – Best to talk to registry, who will be able to provide more details about what evidence is needed.</p> <p>Make sure that you nominate yourself for Education Awards, Rep Elections and Officer Elections.</p> <p>Some students have asked about graduation dates. The dates will be released at the end of the month. Provisionally, it looks like graduations are likely to start from 15<sup>th</sup> July.</p>
5.	<p><b>Date and Time of Next Meeting</b></p> <p>To be confirmed.</p>