

**Academic Sub-Committee**

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| **Meeting details** |
| **Meeting name** | **Academic Sub-Committee**  |
| **Date** | **Thursday 10th February 22**  | **Time** | **17:30-18:30** |
| **Location** | The Hive, Students’ Union, Plymouth Campus  |

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| **Minutes** |
| **1.** **Welcome** |  |
| **2.** **Attendance / Apologies** | Zoom Rimsha BashirMorgan Davies Michael Riley WallaceAl-Ameen TaiwoDaniella Marley Ramos FajutraoJoyita Ashton-SimonRoom Freya Rose Jacob Parker Charlie AtkinsonEmma Quinn Tracy Priestman Jenny Wall  |
| **3.** **Minutes of last meeting** | The minutes were accepted as a true and accurate record of the meeting  |
| **4. Notification of any other business** | None. |
| **5 Matters to discuss**  | Jenny Wall attended to collect feedback on the Launch My Career programme for finalists which will take place from 21st March-1st April <https://www.plymouth.ac.uk/student-life/your-studies/academic-services/careers-and-employability/graduating> Jenny also mentioned the Santander Bursaries available, unfortunately the bursary is not available to international students <https://www.plymouth.ac.uk/student-life/your-studies/academic-services/careers-and-employability/equality-diversity-and-social-mobility> Attendees fed back that mock interviews that were as realistic as possible would be really beneficial, also obstacles faced at interview and how to deal with them.It was suggested that the best way to engage students would be to attend lectures to explain, as this is not feasible then the School and Course Rep representation structures should be utilised. Jenny thanked everyone for feedback and left the meeting Michael raised that there had been some confusion over which students were being represented by which reps as they were passed on names from a different school. Freya added that the same had happened to them too. Tracy explained that the rep names were provided by faculties/schools but that they would look into it further. Tracy also explained that the Part-time elections will be moving to semester 2 to allow for an in person handover with the successor, this should help with making connections with key staff at the earliest opportunity  |
| **10. Rep Feedback/key work**  | Michael explained that they were working with staff to look at engagement levels of non-submission and EC’s as well as a survey relating to online and in person attendance and reasons for each. Students are still using Zoom links as they are provided for recording purposes and staff are looking at ways to entice students back to campus, part of this is highlighting the additional benefits to in person attendance which are not always academic.Rimsha noted that it is not easy to come back after a period of time away and that face to face exams remain a source of anxiety for students. It was agreed that Zoom links need to be available for those students that need it and support should be given to those wishing to return but finding it difficult.Daniella noted that in their role as Part-time Welfare Officer they have been scheduling opportunities for students to engage in social activities. They have also been hosting a ‘Welfare Wednesday’ insta takeover with a weekly topical theme Joyita explained that they have been working with staff in the School of psychology to organise a wellbeing walk  |
| **11. AOB** | None. |
| **12. Dates for the diary** | Next meeting TBC. |
|  | **End of meeting** |