

**Academic Sub-Committee**

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| **Meeting details** | | | |
| **Meeting name** | **Academic Sub-Committee** | | |
| **Date** | **Thursday 2nd December 2021** | **Time** | **17:30-18:15** |
| **Location** | The Hive, Students’ Union, Plymouth Campus | | |

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| **Minutes** | |
| **1.**  **Welcome** |  |
| **2.**  **Attendance / Apologies** | ZOOM  Tonari Arikekpar – Postgraduate Taught Officer  Morgan Davies – SOGEE Rep  Freya Rose, Roxana Vrabie – Business School Rep.  ROOM  Leah Gray – Part-Time Academic Officer  Charlie Atkinson – VP Education  Emi Dowse – President  Rimsha Bashir – Biomedical Sciences Rep  Jordan Curran – MSc Cyber security  Rob Dyson – Building Surveying  Charlie Eggs – Computing and software  Michael Riley-Wallace – SECaM School Rep  Athanasios Sgouros – Computing and games development  Al-ameen Taiwo – part-time International Students Officer  Tracy Priestman, Emma Quinn, Liz Staples,  No apologies. |
| **3.**  **Minutes of last meeting** | No corrections. |
| **4. Notification of any other business** | None. |
| **5 Matters to discuss** | Library Services staff collected feedback about what they offer  LG – Raised concern about possible safety net/actions for exams due to new Covid variant. CA – Aware that students may feel a lot of stress about entering an exam hall, therefore there may be an opportunity for students to see the exam venue beforehand. CA- will ensure the student voice is heard.  CA – Made the room aware of Christmas buddy initiatives which the Welfare PTO will publicise.  CA – Sabbatical Officers and PTO’s reports will be available to read.  CA – Coffee mornings running for postgraduates and an upcoming bingo evening. Faculty of engineering are planning activities to ease students into the exam process.  Concerns raised about students not being represented due to representative roles not being filled and unavailable course reps.  MWR – Is going to put together a spreadsheet of representatives. |
| **10. Q&A/Suggestions** | None. |
| **11. AOB** | None. |
| **12. Dates for the diary** | Next meeting TBC. |
|  | **End of meeting** |