



ACADEMIC COUNCIL

Date: Thursday 19th November 2020

Time: 12:15

Room: Teams

Attended – 50+ Apologies - 21

AGENDA

1. WELCOME

Chiara Menozzi (CM) welcome all Class Reps in attendance and briefly reminded the remits of the Academic Council (*See Slide 4 of Presentation*). CM introduced Cecile Guilloteau (CG), Student Representation and Co-ordinator, who is back from Maternity Leave.

2. STUDENT PRESIDENT UPDATE

Covid-19 and Christmas

The current government advice is that everyone should avoid travelling. However it is recognised that students may want to go home to their families during Christmas. Students will be able to take Covid-19 test on campus in December. Students who test positive will be asked to self-isolate before travelling home. Those testing negative will be asked to go home within the next couple of days. Testing will be voluntary.

Feedback from last meeting

See Slide 7 of presentation

Students' Union Survey

QMUSU Learning and Teaching Survey was filled by over 1000 students and over 200 comments were written.

Though blended learning presents its challenges it has also some positive. Many students have acknowledged it has worked well and lecturers worked hard. Face to face classes are however still important especially for practical sessions.

It is likely blended learning will continue beyond the academic year 2020-2021.

3. Guest Speaker: Bernie Critchley Employability benefits of being a Class Reps

Bernie Critchley, QMU Careers Adviser, presented Class Reps the employability benefits of their role and provided them with advice when applying for opportunities.

Please see attached to the minutes Bernie Critchley presentation

Questions:

- What support can the Careers Adviser provide to 4th year students looking for placement?

Careers Advisers can help students with developing a strategy to approach employers to find a placement. Bernie explained that this year it was likely students would be able to find virtual placement due to the pandemic. This means students would be able to look for placements across the UK and the world. Employers are recognising the benefits of home working and virtual work is going to stay within our culture.

Comments:

- The Mentoring Programme is a great opportunity to students but many students do not know about it. It would benefit from more visibility. Bernie acknowledged this and advised the programme visibility will be looked at.

4. Committee Update

- Senior Committee Representatives have now been appointed. CM thanked everyone who put themselves forward.
See list of Representatives on slide 11
- Student Staff Consultative Meetings have now been held in most programmes. One Class Rep reported they had a good SSCC meeting and positive feedback had been discussed.

5. Extenuating Circumstances

Cecile Guilloteau, Student Representation and Support Coordinator, is back from maternity leave. She will now be the main point of contact for Class Reps and will manage the Help Zone. All students are welcome to approach her with any question or concerns. She is working from home at the moment and can be contacted via email cguilloteau@qmu.ac.uk, on the phone 0131 376 1609 or with booking an appointment [online](#)

Extenuating Circumstances (ECs)

What are they? ECs are any personal circumstances beyond the student control that impact on their ability to undertake an assessment or perform. For example, an illness, accident, bereavement. They do not include any day to day life challenges. Looking at the current situation, Covid-19 pandemic circumstances and associated changes are not considered as

ECs (the University will have now made the required adaptations). However should you fall ill with Covid-19 then this would be seen as ECs.

When to apply for ECs? Students should apply for ECs as soon as possible when the events occur and preferably in or around assessment time.

How to apply for ECs? Students should log in to their student portal and follow the instructions. The online form will allow students to select assessments affected, outline their circumstances and attach evidence (Evidence must be of third parties e.g. doctors). The form will then be sent to the Programme Leader who will make a decision.

Why applying for ECs? Once your ECs have been granted you can have an extension to your assessments deadline or you can be offered a new date for your exam. The outcome of the ECs is at the discretion of lecturers.

We would encourage all students to use ECs. In the event students fail their assessments due to personal circumstances they can only appeal their results if they have a good reason for not submitting a claim for Extenuating Circumstances.

There was no question.

6. Class Reps Feedback

- Communication around courses can be confusing. Lecturers are not consistent in using the blackboard and students find it difficult to navigate on the Blackboard and access information.
- The Wifi on campus is poor and it is difficult to study on campus.
- It is difficult to book a room within the LRC. Students have reported a 21 day notice period and hardly any availability.
- Students have not been able to locate a colour printer in the LRC.
- ELS Workshops are very useful but they are always on the same day and time.
- In one specific programme a lot of students are quite far from campus. They reported they have felt very welcome to the class and supported.
- Classes may clash with school drop off/pick up time

Chiara Menozzi advised Class Reps she will forward CR feedback to the relevant staff and get back to them.

With regards to WiFi students can email the university on gmuwifisupport@gmu.ac.uk

7. DATE OF NEXT MEETING

Tuesday 2nd February @ 12.15 – 1.15 on Teams

Minutes written

19th November 2020

Cecile Guilloteau, Student Representation and Support Coordinator

Minutes approved

Chiara Menozzi, Student President.