



**Date:** Tuesday 28 February 2023

**Time:** 18:00 – 20:00

**Venue:** Online

**Education Zone**

**Minutes**

**Chair:** Hamza Ahmed, Education Officer

<b>Members:</b>	<b>P</b>	<b>AP</b>	<b>AB</b>
Abdulaziz E S A Abdulhadi, Faculty of Medical Sciences PGT Rep			X
Andrea Franchini, Faculty of Engineering PGR Rep	X		
Angel Ma, LGBTQ+ Officer			X
Angela Escobar Brown, Faculty of Laws UG Rep			X
Aria Yu, Faculty of Engineering PGT Rep	X		
Avanija Menon, Faculty of Mathematical and Physical Sciences UG Rep			X
Azure Lo, Faculty of Life Sciences PGT Rep	X		
Callie Yoo, BME Students' Officer	X		
David Chandler, Faculty of Arts and Humanities PGR Rep			X
Denis C Yegon, Faculty of the Built Environment PGT Rep			X
Emma Francis, Research Students' Officer	X		
Gabriel Huang, Faculty of Social and Historical Sciences UG Rep			X
George S Ponodath, Faculty of Population Health Sciences UG Rep	X		
Georgia M V Constantinou, Faculty of Medical Sciences PGR Rep			X
Graham W Van Goffrier, Mathematical & Physical Sciences Postgraduate Research Faculty Rep	X		
Greg Koc, Faculty of Life Sciences UG Rep (Job Share)	X		
Hamza Ahmed, Education Officer (Chair)	X		
Harper Taylor Hanson, Trans Officer		X	
Harriet R Israel, Institute of Education PGT Rep	X		
Henry R Wilson, Faculty of Mathematical and Physical Sciences PGT Rep			X
Joy Han, Faculty of Brain Sciences UG Rep	X		
Julia Wojciechowska, Faculty of Arts and Humanities UG Rep	X		
Kairan Mai, Faculty of Arts and Humanities PGT Rep			X
Kenta Tsuda, Faculty of Laws PGR Rep			X
Kerem Isik, Faculty of Life Sciences UG Rep (Job Share)	X		
Krystel C Fernandes, Faculty of Brain Sciences PGT Rep		X	
Madigan Dockrill, Faculty of Social and Historical Sciences PGR Rep			X
Manon Simmons, Women's Officer (Job Share)	X		
Marine-Oceane L G Verdez-Scholler, Medical Sciences Undergraduate Rep	X		
Nandni Nandni, Faculty of Laws PGT Rep	X		
Noha Soliman, Faculty of Brain Sciences PGR Rep			X
Oluseyi (Seyi) A Osibamowo, Equity & Inclusion Officer		X	
Ramota Adelakun; Roemann Osman, Faculty of Population Health Sciences PGR Rep	X		
Sara Motwani, Built Environment Undergraduate Faculty Rep			X
Sasha Green, Women's Officer (Job Share)			X
Sianne Chinwuba, Population Health Sciences PGT Rep	X		
Tianyi Yao, Institute of Education UG Rep	X		

Veronica A Boron, Faculty of Life Sciences PGR Rep			X
Xiaoyu Guo, Faculty of Social and Historical Sciences PGT Rep			X
Yasmin Garcia-Sterling, Faculty of the Built Environment PGR Rep	X		
Yasmine Abdu, Faculty of Engineering UG Rep	X		

**Quorum: 17**

In Attendance:
Jeff Saddington-Wiltshire, Representation and Democracy Manager
Rhiannon Ellis, Representation and Democracy Coordinator
Samira Chowdhury, Democracy Assistant, Minutes
Danielle Swanson, Advice and Advocacy Manager
Carol Paige, Research and Policy Coordinator
Student Observers (Deniz Akinci, Chloe A Yu)

**1. Preliminary Matters - Welcome and Introductions**

HA (Chair) warmly welcomes members and attendees to the zone.

**2. Announcements - Leadership Race Promotion**

HA encourages members and attendees to put themselves forward for elected positions, emphasising that this is a fantastic opportunity.

**3. Announcements - IT and Digital Strategy**

HA states that the SU is looking to update its website and would like feedback on what students currently like and dislike about it.

Action Point for Members: Please submit feedback on improving the SU's website using this [link](#).

**4. Matters for Information - Staff Updates**

JSW (Representation and Democracy Manager) encourages attendees to apply for leadership positions. He gives updates: the Union is conducting a survey on the academic experience of students studying at UCL East, and they are organising Academic Rep of the Year Awards.

RE (Representation and Democracy Coordinator) gives an update: she is meeting with students who want to nominate themselves for leadership positions to encourage them to apply and answer any questions they may have.

**5. Matters for Information - Outcomes from and inputs to UCL Committees**

HA states that the Estates Strategy was approved at the last UCL Council meeting, so the Student Life Strategy can be fully implemented and financed.

HA states that the Personal Tutoring steering group convened for the first time, having an introductory meeting.

He also states that a number of strike dates have been cancelled, mitigating the effect on students. HA asks attendees to let him know whether any other issues concerning strike action arise, emphasising that he wants students to have a full educational experience.

## **6. Matters for Information - Follow up on action points from previous meeting**

There were no action points to follow up on.

## **7. Matters for Information - TEF Student Submission**

CP (Research and Policy Coordinator) explains that the Teaching Excellence Framework is a regulatory tool used to assess the level of teaching across universities nationally. This year, universities had to submit reports to the TEF Panel. TEF gives universities data, and then they have to make their case about how they are improving any weaknesses. UCL particularly performs poorly in the Assessment and Feedback category.

UCL has implemented a data review to evaluate the student experience from 2018 to 2022. They also collected data to understand the student experience this year through student surveys, focus groups, drop-ins, and discussions at Policy Zones.

CP's report mostly focuses on Student Outcomes and Student Experiences. She has identified areas that need improving, such as heavy workloads. Assessment and Feedback was the most significant area of concern for students.

CP states that the Disabled Students Network published a report highlighting massive areas that needed to be addressed. Issues with SoRAs have mostly been resolved; however, significant problems remain with SoRAs not being adequately implemented at the department level. There are also issues with the accessibility of the physical campus. UCL is looking at improving accessibility with its Estate Strategy. Students also do not feel like they are getting support for module selection. The personal tutor system needs much work as it is not well utilised.

CP states that Student Voice is a relatively strong area for UCL, as many students feel like they are being heard.

CP states that UCL's Student Life Strategy outlines how UCL and the Union will prioritise extracurricular elements at UCL. This document allows the Union to hold UCL to account, illustrating their commitment to improving the student experience.

CP states that the Office of Students wants to know what students want to get out of their degrees. CP has identified that UCL students want to make an impact, whether that be a career, academic, personal or social impact.

## **8. Matters for Approval - Approval of minutes from the last meeting**

Minutes are approved.

## **9. Matters for Approval - HLM Panel**

JSW explains that Honorary Life Membership (HLM) is awarded to students and staff who have gone above and beyond in supporting, representing and advocating for UCL students. Students can nominate themselves or another student/staff member via a Webform on the Union website.

JSW asks whether any members would like to be part of the awarding panel. GSP (Faculty of Population Health Sciences UG Rep) and AL (Faculty of Life Sciences PGT Rep) volunteer to be on the panel.

GSP is chosen for the panel with 56% of the vote.

## **10. Officer Updates and Questions - Equity & Inclusion Officer**

Equity & Inclusion Officer was not present.

## **11. Officer Updates and Questions - Education Officer**

HA starts that UCL wants to run student focus groups around artificial intelligence, especially as students increasingly use ChatGBT. UCL wants to know the best ways to embed these tools into the running of their workshops. Several attendees volunteer to join the focus group, including YA (Faculty of Engineering UG Rep) and GSP (Faculty of Population Health Sciences UG Rep).

HA asks whether attendees have any questions.

EF (Research Students' Officer) asks whether arranging a shuttle bus for PhD students at the Mullard Space Science Lab would be feasible. She states a shuttle bus is needed, as the lab is very far from main campus. HA states he will raise this issue with Operations at UCL. JSW asks EF to email Deniz, Simon and Hamza about this issue and agrees this needs to be looked into and taken seriously.

Attendee states that exam timetables have come out this week. She states that many students find their exam regulations unclear. She asks HA whether he can send out a reminder about what is acceptable for exam regulations. HA agrees that the messaging around exams needs to be clearer and that departments must clearly communicate exam arrangements to their students.

YA (Faculty of Engineering UG Rep) states that some departments and faculties are doing the bare minimum in terms of helping their students with the difficult transition from online to in-person exams. She states that many students are scared about exams as they have not had in-person exams in a long time. HA states that there is variation among departments, with some retaining online exams and some moving to 100% in-person ones. He stresses that Faculty reps should raise this issue with their SSCC (Staff-Student Consultative Committees) as a matter of urgency.

Action Point: HA states he will ask Operations at UCL for a shuttle bus for PhD students at the Mullard Space Science Lab. JSW asks EF to email further details on this issue to Deniz, Simon and Hamza.

**12. Any Other Business**

There was no other business.

Minutes approved as a true and accurate record	
Chair:	Hamza Ahmed, Education Officer
Signature:	Hamza Ahmed
Date:	10/03/2023