**PSE UGR/PGR Forum - 21st April 2021**

**Attendees**

**Staff**

Hannah Doe (VP Education) - **HD**

Jane Chukwu (VP Postgraduate) - **JC**

Andrew Roberts (Undergraduate Dean) - **AR**

Julie Gwilliam (Postgraduate Dean) - **JG**

Kath Evans (Education Manager) - **KE**

Paul Jones (IT Service Manager) - **PJ**

Annabel Hurst (Head of Catering and Foodservice, Estate and Facilities) - **AH**

Rhian Perridge (Staff Member in Careers and Employability) - **RP**

Jess Petersen (Student Advice and Advocacy Coordinator) - **JP**

Hannah Fatkin (Student Voice Coordinator) - **HF**

Shane McCullough (Student Voice Assistant) - **SMc**

**Students**

Jonathan Matchett – EARTH - **JM**

Jordan Stephens – ARCHI - **JS**

Keith Bollington – COMSC - **KB**

Archie W-P – COMSC - **AW**

George Pilios – ENGIN - **GP**

Hayri Unat – ARCHI - **HU**

Ijeoma Agbonusi – EARTH - **IA**

Iryna Bernyk – COMSC - **IB**

Lottie Atton – EARTH - **LA**

Lucas Theis – ARCHI - **LT**

Orla Tarn – MATHS - **OT**

Peter Pickford – ENGIN - **PP**

Sameh Fahid – ENGIN - **SF**

Shun Lau – ENGIN - **SL**

Simran Mahajan – ARCHI - **SM**

Ben Homewood – PHYSX - **BH**

Harry Morgan - CHEMY - **HM**

**Staff Updates**

AH stated there was not much to update. They stated the John Percival cafe is now open for click and collect. AH also updated that any students coming in from amber countries and needing food while isolating then to contact the university as a lot of support is available for these students.

PJ updated that SIMS would be updated on weekend commencing 24/04/21 which will cause disruptions but could not be conducted prior due to previous power shortages.

RP updated on career options available, notably the inspired engineer award which is accepting submissions now.

AR, KE and PG had little to update from college perspectives.

JP updated that there has been a saturation of student conduct and academic misconduct amongst student advice currently and that if support was needed then contact them directly.

HF updated on the upcoming AGM for the student union. HF and JC also updated on the Enriching Student Life Awards (ESLAs) which are now welcoming applications and submissions for students to nominate staff members who have gone above and beyond this year.

JC also noted the opening of the study cafe for students. JC also updated on the support available financially as well as the access to 350 pounds for all of those eligible for the disability allowance to spend at John Smith which is not a scam email. Finally there were 2 job openings in the SU as student trustees who are welcoming applications. JC also updated on libraries stating a guide for navigating the new library system is now available.

HD updated on the Spring in Your Step campaign starting soon for students to stay active during this busy term.

**Student Updates**

LT requested on if there is anything specific to update on SIMS for extenuating circumstances in terms of applications. PJ stated with the updates taking place from 9am on 23/04/21 - 12pm on 26/04/21 that EC should be submitted before or after the outage period.

SL thanked libraries for the increase of resources but still stated there were some resources not available that had been requested. There were also issues of teaching styles for students which had previously been raised. These issues relate to communication issues between staff and students which have caused confusion. SL also remarked on issues with accessing some software remotely. PJ stated that IT issues on accessing software should be raised with IT help desk. SL stated that this has been the case but has been difficult for international students with different time zones. SL also raised issues with both formal and informal SSPs in regards to the lack of student reps present meaning feedback is not being given from some courses. SL also noted a lack of communication between first year students due to remote working. HD stated that issues with libraries would be shared but could be resolved through the chat bot on the library website.

AR asked if students were provided with module maps to increase information on the layout of certain courses. SL stated this was done more through emails and timetables but was still not as effective due to issues with communication between students and lecturers. JG stated that encouraging meetings and meet ups both formally and informally were crucial to ensuring feedback was given at SSPs. SL stated they did not know who the reps were for different courses so did not know who to chase if there was a lack of attendance. SL also remarked that it was difficult enough getting student reps, let alone trying to acquire deputy student reps which JG suggested. JG asked if the SU would look into communicating the value of becoming a student rep to cohorts. JM asked how SL were acquiring an agenda which SL stated was based on the template from previous meetings meaning agendas rarely change for SSPs. JM suggested setting up group chats on social media could be a better way of acquiring points to put into the agenda.

OT has stated issues within her cohort are raised with the school directly. OT stated the only outstanding issue was regarding exam timetables. JG stated if OT contacted her directly to push for a decision for this issue.

HM raised an issue of clashes in due dates of aspects of final projects and exams but this is yet to be raised in school.

**Any Other Business**

BH asked how to communicate who is the rep for courses. JM stated this was done via an email to all within the school so students could contact. HM also suggested introduction of group chats set up through the student coordinator, as well as setting up google docs for issues to increase ease for feedback.

HD closed the meeting.