

Royal College of Science Union

Minutes of the 2nd meeting of the Academic and Welfare Committee

Held at 12:35 on 9th November 2017 at the RCSU Office (Sherfield 214D)

PRESENT:

- Michael Edwards – RCSU President (ME)
- Michael Suarez – RCSU Honorary Secretary (MS)
- Abhijay Sood – RCSU Academic Affairs Officer (AS)
- Michael McGill – Maths Departmental Representative (MM)
- Michaela Flegrova – Physics Departmental Representative (MF)
- Katerina Stavri – Chemistry Departmental Representative (KS)
- Yizhou Yu – Biology Departmental Representative (YY)
- Lloyd James – RCSU President 2016/17 (LJ)

APOLOGIES:

- Lidia Ripoll Sanchez – Biochemistry Departmental Representative (LR)

Meeting opened at 12:35.

A. Introduction by AS

- SSCs have happened
- Becky, Shervin, Abs with Faculty - Wellbeing Network - how can we make SSC more efficient and how to include WBRN - separate meeting for them - Maths doesn't want to do a second meeting - not really sure what the wellbeing reps have anything to raise - chemistry have the wellbeing year reps at the SSC to throw info in - issue about not knowing whether issues exist or are just not raised - chemistry SSC was quite one sided - meeting with year rep and dep rep and head of the year like in physics - should be a thing rather than mentioning individual topics for each year and waste everyone's time.- summarise issues the Monday before the SSC or the week before to time points and get everyone on the same page - wellbeing issues should be raised other than students being stressed about academics - decrease the number of academics rep for next year as it's easy to deal with 2 people rather than 3 or 4 per year - intervene when conversations get out of hand
- get additional meetings with relevant people. maybe encourage them to have an hour of productive talk rather than waste 2 hours at an SSC
- course structure review 2018/19 chemistry has no idea lol
- reports from departments
- Everyone and everything is good
-

- Year Representatives: Overlook their respective year in their Department
- Departmental Representatives: Overlook all Year Reps in their Department
- Academic Affair Officer (AAO): Overlooks all Dep Reps
- Education and Representation Board (ERB): College wide Board DepReps and AAO are part of

B. Responsibilities of the Departmental Representatives

The Responsibilities of the Dep Reps as presented by AS include but are not limited to:

- Attending Compulsory Meetings:
Departmental Student-Staff Conferences (SSC), Departmental teaching committee meetings, FONS SSC, Union/ERB meetings, DepSoc committee meetings
- Attending/Organising Optional Meetings:
Departmental Reps Meeting (incl. all Year Reps of their department), Meetings with Head of Year and respective Year Rep
- Social Media Presence:
Setting up/maintaining the Facebook page for the incoming Freshers together with the DepSoc Chair ASAP
- Mum's and Dad's check-up:
Varies from department to department
- Update on the current State of the Department to AS:
i.e. NSS feedback, White City move etc.
- Budget of £500 available throughout all departments for use:
i.e. "bribing" students for Academic Representation Feedback, publicity, etc.
- Overseeing Year Reps
- Potential of changing something major in the Department:
i.e. AS introduced a paid 4th Year teaching system in Physics in 2016/17
- Other responsibilities set by their department staff

C. Matters to be resolved over summer/ before the next meeting for Dep Reps

- Get in touch with the predecessor and organise a handover
- Dep Reps should introduce themselves to the relevant staff in the department (DUGS, Administrator)
- Facebook Fresher Page should be set up ASAP
- Introduction speech during Freshers Week – Get in touch with DepSoc chairs to communicate/coordinate topics to be addressed, i.e. Mum's and Dad's, short introduction of RCSU and DepSoc
- Update to AS once NSS feedback comes out and including first "state of department" report

Minutes
Academic and Welfare Committee (What Meeting)

Meeting closed at 17:35.