**SU VP Education**

**Action Plan 2018/19**

**Projects/Activities**

The below are agreed projects and activities.

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| **A** | **Programme Representatives** | | | | |
| **Ref:** | **I will:** | **I will have achieved this when:** | **What I have done so far:** | **Strategy** | **%** |
| A1 | **Improve the Programme Representative Scheme**  Although there are over 600 reps across the campus, the quality of the scheme is not as good | * The online election process is carried out for the 5 pilot groups this academic year * Online elections are set to expand for the whole university for 2019/2020 * At least one rep from each school is nominated for the Academic Impact Awards * An event is held at the end of the year with the attendance of at least 50 of our reps * Increasing the results for the ‘I believe my Programme Representative is effective at communicating my course’s needs’ question in our SU survey from 37.4% to 50% * Increasing the results for the   ‘do you know who your Programme Representative is?’ question from 62% to over 70%  80% of programme reps are trained | * Helped recruit the intern responsible in undertaking the PR review |  |  |

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| **B** | **Accessible Campus** | | | | |
| **Ref:** | **I will:** | **I will have achieved this when:** | **What I have done so far:** | **Strategy** | **%** |
| B1 | **Introduce print credit for 2019/2020**  Students pay for all kinds of mandatory academic printing from their own pockets, which is an extra burden on their already very tight budgets | * The university allocates a yearly budget for print credit for 2019\2020 and onwards | * Initiated the conversation with key people in the University * Started market research by contacting other unions |  |  |
| B2 | **Increase the use of lecture capture across schools**  Although lecture capture is a great learning and revision tool for students, is is not widely used across all courses due to attendance concerns and IT issues | * An opt-out system is introduced for all lecturers instead of an opt in * When all rooms (40+ capacity) are capture enabled * Successful communication of the resolution of attendance concerns through the attendance monitoring scheme to all academic staff | * Had a meeting with LeAD to gather information of lecture capture technology and use |  |  |
| B3 | **Adding water fountains to key areas of the university & ensuring existing ones work well**  There is a scarcity of water fountains and key ones have pressure problems | * Three water fountains are installed in problem areas such as Tait, University and College Buildings * Better signage is installed for existing water fountains such as the one by the chaplaincy office * All new buildings\ refurbished areas have adequate water fountains * The third floor library water fountain (after the refurbishment) works well | * Had a meeting with the head of PAF to identify this issue |  |  |
| B4 | **Ensuring study areas and classrooms are well equipped for student needs**  There is a shortage of plug sockets on campus, especially in classrooms and library areas | * Additional 30 plugs are installed in classrooms across campus | * Had a meeting with the head of PAF to identify this issue |  |  |
| B5 | **Ensuring exam timetables are released earlier**  Late exam timetables disable students from prioritizing their work load and from booking their flights | * Timetables are released 1 week earlier |  |  |  |

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| **C** | **Community** | | | | |
| **Ref:** | **I will:** | **I will have achieved this when:** | **What I have done so far:** | **Strategy** | **%** |
| C1 | **Ensure that City is dedicated to the UN SDG’s** | * University signs the SDG’s * Union signs the SDG’s * Sustainability in the curriculum is a requirement for new programme approvals and programme reviews * A sustainability award is introduced for the Academic Impact Awards |  |  |  |

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| **D** | **Welfare** | | | | |
| **Ref:** | **I will:** | **I will have achieved this when:** | **What I have done so far:** | **Strategy** | **%** |
| D1 | **Introduce the sale of sanitary products at the SU shop for cost price**  Female sanitary products are not available anywhere for sale on campus | * The sale of a range of female sanitary products from cost price starts in the Union shop |  |  |  |
| D2 | **Raise awareness against sexual harassment on campus**  Sexual harassment comes in all shapes and sizes and students must feel safe on campus, while problem areas (training, citybar, reporting) are improved | * All necessary staff have training (Bar staff\security) for this academic year * A section on the SU website is dedicated for this topic and has a link to the anonymous reporting tool * 2 events are held over the year for students regarding sexual harassment (preferably with student groups/PTOs) ex. Survivor/bystander training | * In the SH & SM working group to have input on the upcoming policy change |  |  |
| D3 | **Introduce the use of proper pronouns in the SU**  We have many transgender and non-binary students and staff who may wish to identify with specific pronouns | * Our student leaders are briefed on available pronouns this year * CULSU asks for pronouns in all election processes and formal meetings * CULSU uses gender neutral pronouns in its communications and media when the pronoun of a person is unknown * CULSU has a tab or section on the website regarding its commitment to the use of proper pronouns |  |  |  |
| D4 | **Raise awareness on campus regarding sexual health**  It is important for students to understand the importance of protection and contraception and know about the health services City has to offer | * Condoms are made available in the SU (reception) * The existence of the nurse is mentioned to 5 students a week (within the 5 a week aim) * 1 event is held over the year for students regarding sexual health (preferably with student groups/PTOs) |  |  |  |