**Full Time Officer Report**

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**Position:** VP Education

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**Meeting:** Annual General Meeting

**Date:**  09/11/15

**Action:**  To approve

**Achievements:**

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| **Achievement** | **Significance** |
| **Rebranding Student Led Awards** | The Student Voice Awards (now Learning Enhancement Awards) required a rebrand due to the tremendous shift in marketing and branding within the union. The current awards seemed very ‘tired’ and I felt that a new brand with a fresh logo and a clean font will increase student and staff engagement. |
| **National Student Survey (NSS) report** | A report was produced to senate reviewing the outcomes of the University NSS survey. It highlighted key achievements the University had made following on from 2014 and also the key areas the University needs to work on a develop to ensure students are receiving the best possible education experience that City University London can offer. The report was welcomed and well received during senate and the University showed a positive will to work closely with the Union to ensure that the NSS survey results continue to improve. |
| **Postgraduate Engagement** | The Union held postgraduate (PG) activities and Q&A events. These events were very well attended by PG students. In previous years, it has been difficult to engage with PG students, however, taking on board feedback from students last year, I was able to provide a platform for PG students to get involved within the Union. PG students found that the Q&A sessions during Freshers Week gave them a good insight into life at City University and beyond. Much of these events focused on employability, travel, wellbeing and future personal development. I hope to continue to engage with PG students by hosting further events similar to these. |
| **School Representative Officers** | We now have four University schools (Health Sciences, Arts and Social Sciences, Cass and Law) represented by four part-time officers. The officers are a much welcomed as part of the Union executive committee as prior to the by-elections, the Union was only able to represent one school. |
| **Programme Reps** | The Programme Rep Training has undergone an overhaul with new activities and more concise information. New training booklets are now provided to each Programme Rep who is trained containing key information and contact details. Currently all schools have elected programme reps within their courses. The Union has currently trained an estimated 225 Programme Reps over 21 training sessions. Programme Rep training is still on-going as of the time this report is being written. |

**Priorities:**

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| **Area of Work** | **Progress** |
| **Postgraduate Engagement** | The Union is currently in the development of creating further platforms for postgraduates to get involved within the Union and University. We are looking at various methods such as day conferences, evenings with successful PG alumni and film screenings of PG related films. |
| **Employability** | Employability is an important reason of why students attend University. Greater emphasis needs to be placed on students to think about their future and this needs to be as early as possible. First and Second year Undergraduate students could potentially benefit from information and support for their future. It is important that they receive the necessary support therefore I am in the first stage of hosting a “Careers Week” which will look at the fundamental skills and information students may require leading up to their days of employment. |

**Attendance at key meetings/events of note:**

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| **Meeting/Event** | **Date** | **Purpose and anything to report on** |
| Senate | 14/10/15 | Attended due to presenting the NSS report provided by the Union. This report was very well received and many Academics, Deans and Department Representatives found it a useful reference into the progress of the University. They also found it useful to identify key areas for the University to work on in order to continually improve the NSS results in the future. Key areas include Assessment Feedback, Lecture Capture and Postgraduate Engagement. |
| Learning and Teaching Committee (SASS) | 19/10/15 | To identify a streamlined way of the use of Personal Tutoring within the department. This meeting was a brainstorm in how to effectively utilise the Personal Tutoring scheme. |
| Education and Student Committee | 22/09/15 | A big part of the work of the Education and student committee has been the implementation of the education and student strategy and approval of strategy hub priorities. |
| City University London Executive Committee | 07/09/15, 05/09/15 | City’s Executive Committee (ExCo) advises the Vice-Chancellor on the strategic and operational leadership and management of the University, responsibilities delegated to him by Council. ExCo is not part of the formal governance structure of the University but the Vice-Chancellor reports ExCo discussions to Council. |
| Induction Talks | 15/09/15, 21/09/15(x3), 22/09/15 (x2), 23/09/15 (x2) |  |

**Future Plans:**

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| **Plan** | **Notes** |
| **Work with Widening Participation** | Working Widening Participation can be a great way to provide support for disadvantaged young people. There is scope for the University to provide various activities and outings within the local community. I would like the Union to work with the University to provide various activities for the local community. |
| **Anonymous Marking** | I wish to ensure that anonymous marking is enforced throughout the University where possible. The National Union of Students has reported that there are links between discriminatory marking and gender, race, age and other personal characteristics within the world of Higher Education. This is unacceptable therefore I will work hard into ensuring that anonymous marking is incorporated in as many assessments as possible. |
| **Personal Tutoring** | I want to ensure that all schools have a streamlined Personal Tutor structure which incorporates support for the wellbeing of the student, employability and academic support. |