



**Georgia Petts**  
**Vice President Education**  
**September 2020**

<b>Report Summary</b>	<p>This month we have been preparing for the Early Arrivals from the Medical School, Health and Social Care as well as LIBS. We have held a quiz, cinema night and a lock in for these students to make sure their welcome to Lincoln was a warm and most importantly safe one! Myself and the Senior Reps met with Deputy Voice Chancellor, Liz Mossop to discuss student queries about their return to campus and the changes to their learning environment. I have been feeding into the proposals for module level feedback and how we can work on increasing engagement as well as the turnaround for feedback.</p>	
<b>KPIs</b>	<b>Updates</b>	
<p>Deliver a new <b>rep</b> structure, setting out clearer descriptions for the roles and what can be expected.</p>	<p><b>Progress this month:</b></p>	<p>The research I had been doing last month has now started to feed into the plans I have for the restructure and how this will come into fruition. I have been picking out the areas of best practise from our own rep system and that of others nationally to see what will work. The strategy research from last year into other Students' Unions and rep systems internationally has also been helping to lead some of my decisions in terms of what reps can get involved in and where this sits. We are starting the work on the website review as well that will help to make the roles of reps, how to become one and all the information you need regardless of whether you are a rep, a student or an academic staff member.</p>
	<p><b>Plans for next month:</b></p>	<p>Moving forward I will continue to work on the ideas but start to check them with the Senior Rep Group as well as they can offer better insight into what forms of representation really work to support and represent students effectively in a blended learning environment. As these ideas have started to form into the actual plan I will be moving to make my proposal in preparation to take it to Education and Student Life Committee to bring the ideas to our College Officers and the academic staff team at the university.</p>
<p>To establish the <b>Postgraduate Students Association</b> as a representative organisation for postgraduate students at Lincoln.</p>	<p><b>Progress this month:</b></p>	<p>I have scheduled in a catch-up and handover for our Postgraduate Taught Officer so we can debrief about the year and reflect on all of Jacob's wins and any areas in which I can improve in my support of our postgraduate reps. I have continued to share information and key dates for our Postgraduate Students Association to academic staff members and students either continuing on with their postgraduate studies or starting, the interest for having the association set up has been really positive to give postgraduate students their own identity and place to relate as students.</p>
	<p><b>Plans for next month:</b></p>	<p>My next steps are just to continue with promoting the PSA out to students and staff members at the university, raising the importance of giving postgraduate their own identity and methods of representing that fit their learning methods and their schedules. I also want to start gathering more feedback from the different types of postgraduate students to make sure that we can adapt how we contact students and when for example I have had interactions in the past with students that are careers or parents</p>



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		they may need more flexibility with meetings to fit around their responsibilities then live in students without caring responsibilities.
To increase the engagement with online <b>feedback platforms</b> and tools.	<b>Progress this month:</b>	The Student Teaching and Learning Experience Panels have been going really well, we've had some great student input and equally great presentations from academics. At our last panel we had a joint presentation from an academic and one of our School Reps which was great to see the proposal from the different perspectives. We have been reviewing the SUGgestions that were put in the future section to make sure anything that we can now complete will be and we have found 13 that can be actioned and completed which is my next task for this month.
	<b>Plans for next month:</b>	One of the issues that was flagged with Coursemate by academic staff members when attending a Programme Leader breakfast last year was that the language used in the marketing and the website promoted students only feeding back negative criticism rather than anything they also liked about their course or just general inquiries. This is something myself and the Student Voice team reviewed and changed the marketing to encourage more promotion of this platform and more use, on the same note this coming month I will be doing the same reviews to make sure these platforms do not have barriers set up to limit their use.
Provide feedback on the Assessment Charter and <b>assessment feedback</b> .	<b>Progress this month:</b>	Plans for the Assessment Charter have been put on hold this month as I have been working on making sure students have feedback from their questions about returning to campus and classroom etiquette. Myself and the Senior Rep Group met with Liz Mossop one of the university Deputy Vice Chancellors and we went through all student feedback and questions the Senior Reps have been gathering over the summer and in the run up to the new academic year. The feedback generally covered questions about PPE and how campus would be made safe for students, this has helped these reps to answer questions from their peers and help them to reassure their cohorts that their feedback is being taken into account.
	<b>Plans for next month:</b>	We have a Senior Rep Group coming up in the middle of October where I want to start these conversations to get more people involved in these discussions. At my next meeting with Liz Mossop I will be starting the conversations up again about scheduling an annual review to see if this is fit for purpose.
Work in partnership with the university to enhance <b>pastoral care</b> .	<b>Progress this month:</b>	I have continued to push the importance of pastoral care in the run up to students returning to campus and then being more involved in helping arrange more opportunities for students to get in contact with their tutors to get support.
	<b>Plans for next month:</b>	Next steps for this KPI is to make sure that tutors actually abide by this and support students in and out of teaching sessions, appropriately signposting where necessary and helping them to navigate the challenges for the new learning environment.



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To enhance the experience of <b>Academic Societies.</b>	<b>Progress this month:</b>	In the run up to the first hubs I am preparing questions to ask the attendees to find out how we can help, this KPI has to take somewhat of a break because it's dependant on students being back in the academic year and that has not happened as of yet.
	<b>Plans for next month:</b>	The Senior Rep Group have already been in contact their networks and included in that is the aligning academic societies. The tips and social media posts they have been sharing are aiming to create more of an inclusive environment in their academic cohorts and areas.

<b>Student Interaction update:</b>	I have seen an increases in students contacting me via email and social media in the run up to the academic year as there are more concerns and questions they have for ourselves and the university, so I have been working on getting them all answers and communicating them to the right places.
<b>Committee and University Staff updates:</b>	I am still attending the Curriculum Working Group to feedback the most recent student feedback and to work on those solutions for any concerns. Now that we are approaching the start of the academic year the committees have started up again, recently I went to the Access and Participation Oversight Group as well as the Lincoln Equality of Attainment Project meeting.
<b>Any Other Business:</b>	The Early Arrivals Welcome Week events have started this month and been going really well with good student engagement and safe practise across our staff team and venues, we have had lots of positive feedback and any concerns we have been addressing and taking into consideration, I am excited for October and the arrival of all students as well as the online and in person welcoming events.