



Lincoln
STUDENTS' UNION

Georgia Petts
Vice President Education
August 2020

<p>Report Summary</p>	<p>This month I have been focusing on completing my KPIs for the year so I can make sure I am prepared for the return of students but also the changes to the delivery of learning and the challenges this will bring to how I use my role to help students. I have been doing my best to research institutions across the country, and the globe in some cases, to see examples of best practise when it comes to using reps in a blended learning environment. My KPIs and research will help to focus my time throughout the year, to help me better support students and achieve these goals, to enhance their academic experience. I cannot wait to welcome students to, and back to Lincoln and show them all the developments that have been made to make sure their welcome is a warm one and that they are just as supported and represented as they would be in a post pandemic SU.</p>	
<p>KPIs</p>	<p>Updates</p>	
<p>Deliver a new rep restructure, setting out clearer descriptions for the roles and what can be expected.</p>	<p>Progress this month:</p>	<p>This month I have been researching methods of effective representation and how to give reps the tools to succeed in their roles. To be able to deliver an effective rep restructure I had to get to grips with the concerns from students, staff and reps themselves something I have been doing throughout the last year unintentionally through feedback from all three groups.</p>
	<p>Plans for next month:</p>	<p>My plans moving forward are to ascertain the main changes I wish to make, putting them into a proper proposal to be approved by the executive committee then taken to the university Education and Students Life Committee so I can make sure academic staff are aware of the changes and how we wish to develop representation further.</p>
<p>To establish the Postgraduate Students Association as a representative organisation for postgraduate students at Lincoln.</p>	<p>Progress this month:</p>	<p>I have been looking for students interested in the officer positions so that we can hold elections when we start back in October and have three postgraduate students, trained and ready in their roles to help their fellow students with any concerns or queries that they have. The roles of our officers this year are extremely important to make sure that everyone is represented in the ever changing academic sphere. The blended learning approach is not entirely new to postgraduate students, who largely complete their dissertations and projects remotely or at least not with as many touch points with their tutors, however with undergraduates now also in this situation I am hopeful that the PSA will provide the individualised support postgraduates need to navigate their degrees.</p>



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	Plans for next month:	My next steps are to keep raising awareness of the PSA to academic staff members and returning postgraduate students to make sure we can start of the year strong rather than working backwards. I want to plan out the year as best as I can to ensure that I provide the right support at the right time, for example next month I will be focusing on providing some welcome events for postgraduate student and thinning about how I can also do them for the February intake alongside Amina as the VPI.
To increase the engagement with online feedback platforms and tools.	Progress this month:	To date we have held two of the Student Teaching and Learning Experience Panels and not only did both have a good number of students we also had those students from a mixture of colleges as well as undergraduate and postgraduate students. The other sabbatical officers and I have been working on our assigned Suggestions for the year to make sure we are in keeping with the byelaws in terms of feedback but furthermore to make sure students still had contact about them over the summer period.
	Plans for next month:	Next month I am going to be working on how I relaunch Coursemate as a tool for students to use to feedback on their courses, but also to reps to use it as a tool to log feedback they get from their cohorts. This platform has enabled us to build up a good portfolio of student feedback that has helped myself and the other officer propose changes to the university throughout the year, by relaunching it with changes we have heard throughout the year my hope is that it can continue to grow as a great tool for reps, students and staff.
Provide feedback on the Assessment Charter and assessment feedback .	Progress this month:	The assessment charter is something I began conversations on last year to find out about its background and where the decisions were made. I have created a document of areas I believe need reviewing in light of the change of academic environment but also to make sure students are fully aware of their academic rights.
	Plans for next month:	I want to take the assessment charter to all of our volunteer officer meetings to get feedback on it from across sabbatical officer networks to get the different perspectives of it and feedback from students who are not as ingrained in academic processes as the reps and the VPE often are.



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<p>Work in partnership with the university to enhance pastoral care.</p>	<p>Progress this month:</p>	<p>Garry Wilson is the main contact for this as the Senior Tutor, recently more guidance has gone out to personal tutors on how to deliver session and provide good support, I met with Garry to feedback on this and also to get up to speed with everything that was in place for tutors so I could prepare my plans for the year more accurately. To date I have been collecting qualifiable data on the subject of personal tutors, listening to stories from students across the university with their personal tutors and recognising the key themes and concerns with personal tutors.</p>
	<p>Plans for next month:</p>	<p>I want to continue to collect these personal tutor experiences as I believe they give the best picture of the issues but also the examples of best practise and things we should be promoting all personal tutors to do. With these stories I will be able to create list of recommendations for personal tutoring and how it can adapt in this new university environment. Personal tutors this year are even more important than they have been prior to the pandemic, with students having less contact on campus and less opportunities for drop-ins because of safety, knowing they have a trustworthy personal tutoring who can appropriately signpost when things are not going well and can also help with a knowledge of that student's programme of study will be paramount to the communication and success of so many students.</p>
<p>To enhance the experience of Academic Societies.</p>	<p>Progress this month:</p>	<p>I have been meeting and communicating with the Senior Rep Group promoting their contact with Academic Societies across the summer to make sure they can establish good relationships now and help them to make academic connections as well. Helping support these societies academically by providing the right networking links and ideas for how to operate when they will be largely an online presence this year has been so important to myself and Abi.</p>
	<p>Plans for next month:</p>	<p>In the first Hubs group meeting I want to ask how we can support the academic societies and their committees at this time and what resources they need to put on events and activities for their members. After I have all of the information about the support committee members want I am going to take the academic support back to the Student Voice team and the Senior Rep Group so we can action plan the next couple of months to make</p>



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		sure we are taking an active role and helping in our areas.
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Student Interaction update:	I have been meeting with the Senior Reps to talk through their KPIs and offer any help or guidance where possible, I'm really impressed with all the work that has gone in to them and I'm looking forward to the year to see what we all achieve.
Committee and University Staff updates:	I have continued to attend the Curriculum Working Group to offer student feedback to academic staff, at the beginning of the group this was largely reactionary feedback based off the move to online learning, now it is more centred around concerns for returning to campus and for a continued improvement in the delivery of online learning.
Any Other Business:	My aims for the year are reflective of what I have seen across the Higher Education sector but mainly what is needed in Lincoln specifically to help students in their academic experience.