Volunteer Officer Report November 2018

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What has been worked on in the past month?

This month has been spent for me personally and I imagine for most of the third-year reps in production week/s, which means my focus has been slightly distant. However, this month has consisted of finalising TEF contributions with students and course reps, some of which made very detailed contributions to the process and I thank them for this accordingly.

The main project worked on this week was a Student Engagement Lead and Student Rep meeting, of which was an incredibly beneficial meeting for all reps to get to know each other regardless of discipline and discuss two key issues that I want to develop - that being community and communication. I Intend to continue these meetings once a month to allow for better understandings amongst reps and myself, and to allow a monthly forum where we can meet to discuss prevalent issues, that can't always be perfectly discussed over an email.

I co-chaired my first subject committee this month which I believe was a great success – we had a relatively good rep attendance however this could be improved next time. As well as adhering to the usual structure of the committee, we were able to discuss a wide range of topics with tutors and academics, concerning student engagement within lectures and workshops, personal tutoring sessions and how these could be improved, adjustments to modules to allow for more engaged learning and also how to support students who have learning support plans – a point I wanted to raise from my last report.

## Successes from the past month and any Reps Wins

This month within our subject committee the success for me was the strong student presence and the mass of contributions that we experienced, I feel myself and especially the course reps came very well prepared for our student matters segment, and all issues raised provoked discussion amongst all in attendance. It was great to see how groups of course reps had become so autonomous and proactive in their efforts, already putting together lists of advice, amendments and ideas to newly introduced modules to assist the teaching staff in developing it for the next year. Furthermore, I felt for my first experience as co-chair we kept almost perfectly to time and the discussion was fair and well balanced among everyone present. I also attended my first College Academic Board which was a great experience for myself personally, and I feel I was able to greatly contribute to the discussion about better recruitment of students from external schools to the school.

## Plans for next month

Although I have tried in multiple forums to push the use of course mate, I am yet to see students and reps within LSFM use this feature as a means of communicating ideas and important information to those involved in academic representation. This will form one of my key focuses over the next month to ensure students are aware of this service available to them and how it can develop their experience.

Thanks to the TEF submission that has been the focus for the past month, I now have a wealth of information about all the courses within my school, and I intend to convert this into a list of actionable items that can be focused on my all reps to improve the overall experience within the school.

Additionally, Module Evaluations will be pushed this month as there is a real benefit to students and staff and all should be engaged as much as possible. I will do this by visiting lectures across as many years and courses as possible and ask my course reps to do the same. I plan also to hold more forums in the upcoming months for reps and engagement leads to ensure that I have met all student reps and improve the relationship and communication as I am yet to have met everyone.