

## Staff-Student Action Log



Purpose	The core purpose of the academic representation system, which aligns with the revised UK Quality Code, is to achieve positive change that improves the educational experience of students at Royal Holloway and engages students as partners in the development, assurance, and enhancement of their learning.
Reports to	School Education Committee – UG and PGT School Research Student Oversight Committee - PGR
Department	
Regular meetings per year	3-6
Quorum	5

### Attendance Monitoring

	Date and Time	Location	Attendance
November Meeting (compulsory)			
December Meeting (optional)			
February Meeting (compulsory)	31 <sup>st</sup> January 2024 @ 2pm	IN244	Chair- Eleanor Wholler Dr Emilio Zucchetti, Dr Erica Rowan, Emma Burnett, Ellie Lofthouse, Eleanor Wholler, CJ White, Abigail Fokestow, Alice Whittick
March Meeting (optional)			
April Meeting (compulsory)			
May Meeting (optional)			

**Actions**



**Notes:**

Feel free to use this space to make note of anything of importance, in addition to the actions above, that don't require an action.

	Notes
Meeting 1	
Meeting 2	<p>2<sup>nd</sup> year rep update:</p> <ul style="list-style-type: none"> <li>- Contingencies for any last minute modules that are pulled</li> <li>- Essays and assessments – students don't feel they're getting enough feedback to increase to the next band. Advanced Latin feedback was helpful. Hannah Baldwin feedback is always good and supportive. 1<sup>st</sup> years – vague feedback.</li> <li>- Inconsistencies in bibliographies – being told perfect in one and not in the other</li> <li>- Seminars and Lectures – participation in seminars, not a lot of participation and students feel awkward. Overall positive feedback from students</li> <li>- Lecturers reading off slides – individual experience</li> <li>- ECs and extensions – more extensions and less lenient – ECs not clear</li> <li>- CK – appreciative of feedback</li> <li>- Feedback on moodle – reading lists are helpful. More interactive aspects on module moodle pages. Whats on for the week – i.e</li> <li>- Deadlines close together (Classics and History)</li> <li>- Event – Symposium – 27<sup>th</sup> March – living conditions (Classics society)</li> </ul> <p>Library update:</p> <ul style="list-style-type: none"> <li>- From EW: resources were unsatisfactory. Lack of access to the Classics book. Lots of people want library open 24hours in term 1. Founders reading room was fine for open but lots of students were not happy with the replacements.</li> <li>- From EB: Library 2<sup>nd</sup> floor is closed for work to be carried out – company said 4 days to complete and clean. Will still be closed until Friday (hopefully).</li> <li>- Library is open 24/7 (term 2) – Founders reading room open 24/7. Recharge space in Windsor building</li> <li>- New requesting service – rebranded get it for me – books that are not currently in the library</li> <li>- Drop-in referencing session – 6<sup>th</sup> Feb – 10-11.30 – library entrance – Rachel White and Emma Burnett – running 1<sup>st</sup> Tuesday of every month (April 2<sup>nd</sup> Tuesday). Students can come along with referencing questions</li> </ul>

	<ul style="list-style-type: none"><li>- New exhibition – words in the wild of poetry – Davison building.</li></ul> <p>EDI updates:</p> <ul style="list-style-type: none"><li>- RH update – college wide project to check rooms.</li><li>- Any D&amp;N problems – go to EZ and RH</li></ul>
Meeting 3	
Meeting 4	
Meeting 5	
Meeting 6	