



Your Union

HUU Academic Council - Hull
Tuesday 17 November 2015

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Minutes of Academic Council

Held at 11:15am and 6:15pm on Tuesday 17 November 2015 at University House, Meeting Room 1

Date of meeting	2/11/15	17/11/15
Attendance	115 Attendees 32 Apologies	95 Attendees 31 Apologies

1 Apologies

Please ask ERC for apologies

2 Welcome

Welcome from VPE

3 Approval of minutes

Minutes approved

4 Course Rep Investigate

- i) External Examiner Reports available through My Admin - Jane Iddon, Quality Officer – Learning Enhancement and Academic Practice

Jane demonstrated how students can now view External Examiner Reports through the 'My Admin' function. A guide of how to do this has been added to the eBridge site.

Action: Course Reps to disseminate this information.

- ii) Student Analytics Project – Jeanette Strachan, University Registrar & Secretary and John Hemmingway, Director of ICT

John introduced himself to Course Reps noting his experience, his role and also the current £25 million investment into ICT.



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John elaborated the student analytics project and noted why the system is being invested in (to help students understand their grade trajectories, allow for more immediate feedback and also to help understand how students engage with the university itself) as well as what the information system could be used for (compliance with UKBA regulations, assistance with the PREVENT strategy, providing students and the university with assurance about how students are receiving feedback, assisting with student support and retaining students).

Course Reps had several questions about the project;

What platform would be used?

Will students be able to access information about other students?

Will students be made aware of what information is being kept/monitored of them?

HUU is awaiting the return of course rep feedback from the University in order to include it within the minutes.

It was noted that the next stages of the project will also involve Course Reps and HUU, Joh may return to outline the next stages. Course Reps also asked that more is done to promote Canvas, VPE raised with Course Reps that Head of Technology Enhanced Learning will be attending the next Academic Council - Monday 1 February.

5 Course Rep Issues

Please see pages 7-9 of these minutes for the Course Rep Action Register

6 Any other business

- i) Course Reps were informed about the Higher Education Review again.

8 Next meeting will be – Tuesday 17 November at 9:15am and 4:15pm in Meeting Room 1 (University House, Second Floor).

Course Rep Action Register

Theme	Issue	Action required (VPE and committee/directorate and other notes)	Progress
Microphone usage	Lectures use of microphone – clip on microphones not working, leading to lecturers shouting.	VPE to follow up with LEAP	None
	URGENT 17/11/15: Microphones in the Allam LT are being high jacked during lectures and profanities are being broadcast to entire lecture theatres.		
Facilitates	Room capacity for HUBS students – students are sitting on the stairs in lectures.	VPE to take up with Estates Directorate	None
	Room temperature in Wilberforce LT1 is too hot.		None
	Languages students have been put in rooms for 14 people when there are 16 students on the course.	VPE to take up with Room Bookings/Timetabling (SAS)	None
	FOSS LT – Desks moving when people are writing on them (suspected they are not secured appropriately). Furthermore and incident was reported that a ceiling fan detached from the ceiling whilst it was in use – room evacuated. Health and Safety concerns were raised.	VPE to take up with Estates Directorate	None
	University-wide (Including Students' Union building) – Clocks!		None
	Students would like more clocks and those that are about the campus to be set to the right time and working!		
	Left-handed students are at a disadvantage as buildings are only providing arm chair desks for right handed people. This is particularly a problem within the Ferrens building. – Student noted that there were 9 students on their course that are left handed and are unable to use the facilitates available.		None
	Loten building – students are resorting to writing on their laps – more tables requested.		None
	Heating in Applied Sciences – too cold		None
	Larkin LTG quality needs improvements, also over-crowding in lecture theatres. Microphones and laser pointers are not working appropriately.		None
	Wilberforce LT 1&2 Microphones.		None
	Wilberforce LT 15 Right hand screen isn't working		None
	Larkin Building 24 hour study space was referred to as 'unhygienic'		None
	During a lecture a chair collapsed within the Allam LT whilst a student was using it.		
Signage	More needs to be done to advertise the microwaves within the students' union.	VPE will work with President and Director of Commercial Services to improve signage.	None

Course Rep Action Register

Kettles	Kettles within the Union was raised as something that students would like.	President to follow up after students came in to see him regarding this issue.	None
Timetabling	Issues with MSc Applied Social Research – clashes with optional.	VPE to take up with Timetabling in Student Admin Services (SAS)	None
	History - WISE Centre and Hull campus based lectures are not being scheduled with appropriate time in-between. Also noted that when signing up for a module, the WISE Centre is not within the module description. Noted within the Patterns of prejudice module.		None
	LLB Students have requested that more non-assessed essays take place on the course in order to give students more practice.		
Assessments	Politics students noted that they have three deadlines for one day (30 November). Furthermore there are also applications for internships that are due in around the same time.		None
	Film a lot of assessment types that are writing and no real help with practical film making.		None
Communication	Computer Science students noted that the new communication policies and regulations are not appropriate for their department.		None
Learning and Teaching	Computer Science students noted that there is an issue with the programme module. Several students are having difficulty with the way in which the module is being taught <ul style="list-style-type: none"> 1) Problem is introduced during lecture 2) Concept is explored however no examples of how to solve the problem are solved 3) Coding challenge takes place Students who are newer to coding are struggling with this exercise, furthermore it was raised that there is little to no feedback on these activities.	VPE Feedback Campaign	None
	Languages students noted that the beginner's classes were going too quickly – a lot of grammar but not enough vocabulary.	VPE to work with Faculty Co-ordinator and raise through Faculty Learning Teaching & Assessment	None
	International students are having trouble keeping up with tutors	VPE noted that the provision of teaching English to International students will be increased over the summer period.	None
	Chemistry – Not given lecture notes, department has gone paperless, this is causing an issue due to the high level of equations required for this.		
Academic Support Tuition (Personal Supervisors)	Education – Masters Level students.		None

Course Rep Action Register

	Maths –few more example answers needed		None
Practicals	Biological, Biomedical and Environmental Sciences – 60 students to a practical, not enough support for the group and too many people. Suggested group sizes to be made smaller (30).		None
Students' Union	First few weeks Sports and Society memberships took too long to obtain.		None
	17/11/2015 A sofa in Retreat was reported as damaged and in fact caused a health & safety concern	VPE and ERC worked with HUU's facilities team to have said sofa removed.	Completed!
	17/11/2015 Toilets within University House several of the toilet doors were un-available and the others were not useable for hygienic reasons.		
Mentors	Mentors wanted for first year law students. Law and Legislative studies student noted this.	Peer Assisted Study Sessions (PASS)	None
Student Wellbeing/Welfare	Disabilities, nothing in place in the first few weeks.		None
Office Hours	Hull University Business School (HUBS) Undergraduate office closes before lectures finish, hence students cannot speak to anyone in the office once their lecture is over.		None
	17/11/2015 It was noted that enough office hours were being given for strategic management- lecturer is spread over two campuses and is offering two hours of office time per week for module, assignment and academic support tuition		
	FASS Hub – issues with students not being helped.		None
	More seminars requested for what is being studied.		
Students' Union	Ground floor feedback was positive.	VPE to pass on to Commercial Director of HUU	Done
Technology Enhanced Learning	Psychology Course Reps noted that in their lectures certain types of media can't be played.		
	Room sizes in Larkin are not suitable, 11 students and a lot have to have their backs facing the wall.		
Library	Library study skills announcements interrupting lectures.	VPE to speak to Director of LLI	
Resources	Physics software is unavailable, however Engineering students are able to have the software for free (MacLab)	Raise at SSC	