**UL Student Life**

**STUDENT EXECUTIVE COMMITTEE REPORT**

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| **Role / Position** | : | Academic Officer | |
| **Author** | : | Alice Hynes | |
| **Date** | : | 27/01/2022 | |
| **Audience** | : | **UL Student Council** | |
| **Action** | : | **Approve** | |
| Goals | | | |
| **Main Goals** | | | **Progress (what have you achieved since the last Council meeting)** |
| Planning for Sem 2 | | | Main dates:   * Class Rep Forum – 16th February * Student Forum – 23rd Feb * Class Rep Forum – 30th March * IWD – 8th March * Election promotion * Exam Campaign – Wk 12 |
| Exam Results | | | Results were released Thursday Week 0. This generated quite a lot of emails from students looking for support.  Myself and the Student Support team agreed AR could have provided more info to students on what to do next if they have failed a number of modules.  We are meeting next week to pull together feedback for AR around exam results and the supporting procedures.  If any reps would like to share their own feedback on the process that would be great. |
| Supporting students | | | CS4047 running online but shouldn’t be. Lecturer agreed to consult her class and it sounds like it will be moving back on campus.  Additional tutorials for 4th year BBS students. Trying to find support for these students. Contacted the Maths LC and PSLC. Lack of support in business modules seems to be a small problem. This was raised by council members last semester so may be a project for this sem. |
| Review of Semester 1 Student Queries | | | I finally completed the review of my student emails from last semester.  Data below gives a brief overview:   * From weeks 1-15 I responded to/supported 142 students * In the same period, I referred 84 queries to SISC, SSOs and others. * The main queries I dealt with are as follows:  |  | | --- | | 1. Final Exams | | 1. Class Rep / Council Queries | | 1. Registration support / Pre - registration | | 1. Issue with Lecturer / Module / FYP supervisor | | 1. Change of registration / module | | 1. Transcripts / Forms for signing / Registration letters | | 1. Timetable | |
| Tutors | | | I manually removed over 100 inactive tutors from the SL website. This resource had become very outdated so it is now up to date and we can confidently send students there to look for support. I may put a call out for new tutors next week. |
| **Other Achievements since last Council** | | | |
| Presentations | | | Myself and the other Officers presented to two groups of new students last week; UL Global students and 15 students on an access UL programme. Both went very well. |
| Leave of Absence WG | | | I met with the LOA review working group to look at a new process. It will allow much more flexibility for the student but it will require them to take responsibility for the decision they make. An important aspect is ensuring the student understands the implications of their decision without adding a step that requires them to meet or get approval from UL. |
| Timetable | | | I received a few emails from students concerned over the timetable being released so close to the start of the semester. We know it has been an issue for a long time and it is only getting more problematic as we have so many students staying in temporary accommodation.  I have requested a meeting with Fintan from AR to discuss what could be done about it. In the meantime, we have discovered that teaching staff are also frustrated over it so we have their support. Looking forward to seeing what can be done on this. |
| **Attendance at events/meetings and actions taken or agreed** | | | |
| Kerstin & Nige | | | Met with Kerstin & Nige for our 6-weekly meeting in Week 1. We discussed Charity Week, the limit on lecture capacity of 300, I-grades, the issue around the timetable and the Class Rep & Student Forums.  Kerstin and Nige have both agreed to join one or both of the Forums. |
| IWD event working group | | | We have established an internal WG for an International Women’s Day event on Tuesday 8th. This is the same day that nominations will open for the Student Officer Elections. Some really exciting ideas, looking forward to seeing how it comes together. If any reps, particularly females, would like to get involved, please let me know. |
| Student Survey | | | I am meeting regularly now with Patrick Ryan and the working group for the Student Survey; a national survey run each year for 1st, 4th, and PG students. |
| **Plans before the next meeting** | | | |
| **Action/work area** | | | **What I hope to achieve** |
| Outlook of Sem 2 | | | UL looking for SL to provide an insight into whether students want more on campus hours given the change in restrictions.  CAMPG will be next Wednesday. I am planning to ask my Council members to survey their students for insights, ask students at a pop-up next week and do a temperature check with a quiz on Insta stories.  I will present the findings at CAMPG next week where we will discuss the possibility of bringing all classes back on campus. |
| Info pop-ups | | | I will be heading out into the marquee for 1.5 hours twice/week for weeks 2,3&4 to hold an info pop-up for students.  I will encourage students to bring any issues they are having with lecturers/modules or any concerns and I will refer any sensitive cases to the Student Support team.  If any council members would like to join me they are very welcome. |
| Department Rep meetings | | | I need to organise the Department Rep meetings again for this semester. This semester I will be looking for my reps to bring more ideas and suggestions and for us to collaborate more on some work as a group.  Learning from last semester was that I often ended up with a big To Do list after our meetings and no time to get the work done. I want these meetings to be effective and enjoyable for everyone. |
| **Student Engagement** | | | |
| **Type of Engagement (Meeting, event etc)** | | | **Purpose and anything to report on** |
| Instagram Stories | | | I used an IG question box in Week 0 to ask students for questions about the return to campus.  I also asked students how they were feeling about coming back. The highest answers were ‘Excited’ and ‘Anxious’.  I provided info on exam results on the stories also to reduce the number of queries coming into us.  This semester we are planning to do bi-weekly updates on the IG stories on Fridays that will explain to students the main things we have been working on. We felt our communication strategy needed work last semester. If any reps have suggestions, they would like to share that would be great. |
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| **Media engagement and external relations** | | | |
| **Engagement (Press, other organisations etc)** | | | **Purpose and anything to report on** |
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