**ROSE BRUFORD COLLEGE OF THEATRE & PERFORMANCE**

**STUDENT YEAR REPRESENTATIVES’ INDUCTION** **2016-17**

**HELD ON**

**Monday 24 October 2016 at 17.00**

All identified full-time student year representatives had been invited to attend an induction session designed for new and continuing year representatives.

The event was hosted by Dr Andrew Walker, Vice Principal. Angela Taylor, Head of Quality, was also present.

**Welcome and Introductions**

SYRs were welcomed to the meeting the aim of which was to provide a briefing about the role of Student Year Reps, and other matters affecting the College. There was a good cross section of undergraduate students present from each level of the College. A list of attendees is set out at the end of these notes.

The Students’ Union members present introduced themselves and encouraged SYRs to visit the SU offices. The Vice Principal stressed the importance of SYRs linking closely with the SU to ensure that the SU was able to take up matters with College management on behalf of students if necessary.

**Role of Student Year Representatives (SYRs)**

The Vice Principal introduced the Student Year Representative (SYR) Handbook for 2016-17, which was handed out at the meeting. He outlined the four key tasks of a student representative as follows:

* Publicising the role
* Gathering the views of fellow students
* Making a positive contribution in meetings
* Feeding information and outcomes back to fellow students.

Students were reminded of the ‘dos’ and don’ts of the student representative role, stressing in particular the importance of not becoming involved in matters relating to individual student performance and personal difficulties. They were also reminded of the need to guard against personal matters raised by one student being put forward as the views of a whole year group.

It was suggested that student representatives should ask Programme Directors if they could introduce themselves to the rest of the student body at their level, in advance of forthcoming programme committees – preferably without any staff present in order that students might raise any issues. It would be helpful to give the Programme Director prior knowledge of any matters which had been raised prior to the Programme Committee as some concerns could be easily addressed without raising formally.

SYRs made suggestions about the best ways in which to communicate with fellow students; this included making appropriate use of social media and ensuring that there were good channels of communication between fellow representatives across levels and programmes.

**Forthcoming Programme Committees**

A sample Programme Committee agenda was included in the SYR Handbook which gave an example of the indicative business which would be covered at the meeting. The role of the External Examiner was outlined, and how the College conducted annual monitoring of each of its programmes.

The Vice Principal confirmed that deputies could be sent to Programme Committees if the named representative was unable to attend.

**Student surveys including module evaluations**

The Vice Principal outlined the range of ways in which the College collected student feedback. These included the National Student Survey (NSS), First Impressions Survey (FIS), level 5 survey and module evaluations.

**Taught Degree Awarding Powers (TDAP)**

The Head of Quality outlined the progress to date with the College’s application for Taught Degree Awarding Powers. She detailed the implications for students should the application be successful. Students were given a copy of a leaflet which outlined how the granting of TDAP might affect students at each level.

**Membership of cross-College committees**

The Vice Principal detailed the range of cross College committees on which students were represented together and a brief outline of the business of each Committee. He encouraged student representatives to put themselves forward for membership of the Committees up to a maximum of two.

**Strategic Plan 2017-2022**

Copies of a summary of the draft Strategic Plan for 2017-2022 were circulated. The Vice Principal stressed that the College was very keen to seek the views of students on the draft. Students worked in small groups to identify if there were any elements which they wished to raise, and they were also invited to send comments to andrew.walker@bruford.ac.uk. The draft would be circulated more widely to all students in the near future.

**General issues**

**Library opening hours**

Students raised the matter of library opening hours which did not currently meet the needs of students. The Vice Principal reassured students that this matter was under discussion and that it was hoped that the hours could be adjusted to better suit students’ study requirements.

**Communication to students after they had accepted an offer**

Several students commented that there was little or no communication with students after they had accepted the offer of a place. In particular, there was no information about the date on which they could move into Christopher Court and on one programme, students had received only four days’ notice.

Students also asked whether it might be possible to be sent an indicative timetable in advance of starting the programme, even if this was the timetable which had been in place in the previous year as an example. There was also a query from students on the Acting and Actor Musicianship programmes concerning the lack of a reading week. Again, it would have been helpful for students to have known this in advance. The Vice Principal agreed to follow up on all of these issues.

**Safety in and around campus**

Students raised concerns about safety in and around the campus. The Vice Principal detailed the valuable work which had been undertaken by the Students’ Union in 2015-16 to raise the profile of the need for safety in the park. They had instigated a petition asking for better lighting in the park and arranged a meeting involving local police and the local MP.

The Principal would shortly be sending an email to students and staff reminding them not to walk through the park alone and detailing the procedures to be followed if there was an incident or suspicious behaviour. It was important to report anything that raised concern. Students suggested that the matter of campus safety could be included in student induction.

SU representatives reported on work which they were continuing regarding the matter of campus safety. A Sidcup Ward Safer Neighbourhood Panel meeting was taking place on Monday 31 October with the police and other representatives from the community. The SU would report back following the meeting.

**FULL TIME STUDENT REPRESENTATIVES’ MEETING – 24 OCTOBER 2016**

**Attendance list**

|  |  |  |
| --- | --- | --- |
| **NAME** | **PROGRAMME** | **LEVEL** |
| Janet Provan (SU Exec) | SM | 5 |
| Daniel Jackson (SU Exec) | SM | 5 |
| Flynn White (SU Exec) | SM | 5 |
| Samuel Woolass | LD | 6 |
| Caleb Adderley | Acting | 5 |
| Tahlia Norrish | Acting | 5 |
| Hannah Walmsley | SM | 6 |
| Matt Mortimer | SM | 5 |
| Zoe Dhillon | SM | 5 |
| Jamie Asquith (SU Exec) | SM | 5 |
| Sophie Todd | ATA | 4 |
| Katherine O’Shea | ATA | 6 |
| Ryan Bettridge | ATA | 6 |
| Abigail Middleton | AM | 5 |
| Lisa Stelley | ETA | 6 |
| Jasmine Newsome-Stone | ETA | 6 |
| Carys McQueen | AM | 4 |
| Aedan Day | AM | 4 |
| Robin Senoner | CLC | 5 |
| Paul Salmon | CLC | 5 |
| Athina Fridh Paleologos | ETA | 4 |
| Ewa Dina | Acting | 4 |
| Ben Tooth | SM | 4 |
| Alexandra Maree | Acting | 4 |
| Ruby Webb | SM | 4 |
| Katrina Yates | SA | 4 |
| Lydia Crossey | SA | 6 |
| Hope Brennan | PS | 5 |
| Holly Taylor | ETA | 5 |
| Hafpor Agnor Unnarsson | ETA | 4 |
| Mark Matthews | CLC | 4 |
| Edward Scragg | LD | 4 |
| Christopher (Tiffer) Hutchings | ETA | 5 |
| Lucy Barton | ETA | 5 |
| Tom Harrison | CLC | 4 |
| Kate Richards | LD | 4 |
| Louise Karlinski | SA | 4 |
| Grace Seabrook | CP | 6 |
| Rebecca Gaw | CP | 6 |
| Anja Thorsen | CP | 5 |
| Bethan Price | CP | 5 |
| Owen Dawson | CP | 4 |
| Katie Jones | CP | 4 |