



Course Rep Training



Brunel
University
London



Objectives

- Students Union
- Equality and Diversity
- Your Role
- Collecting Student Views
- Academic Meetings
- Union Support
- Reward and Celebration



Icebreaker





Your Union



Brunel University London





What We Do

- Bars and Venues
- Student Activities
- Advice Service
- Student Voice



Sabbatical Officers



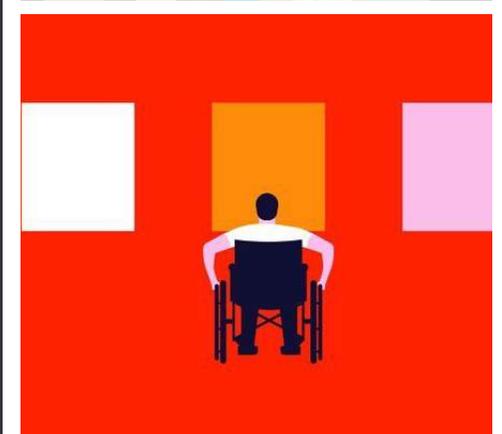
- VP CEDPS
- VP CBASS
- VP CHMLS



Part Time Officers



- Disabled Students Officer
- Womens Officer
- BME Officer
- LGBT+ Officer
- EU Officer
- International Students Officer
- Environment and Ethics Officer





Your Role



Should I be
dealing with
this?

Quiz Time:



- The rooms on a course are too small for the size of my class. Should I be dealing with this?
- Answer: Yes
- A student in my class has an academic disciplinary coming up and they want me to help them. Should I be dealing with this?
- Answer: No, refer then to the Advice service
- A lecturer isn't giving detailed feedback on assignments to people in my class. Should I be dealing with this?
- Answer: Yes

Quiz Time:

- Someone in my class is having trouble at home. As the Class Rep, should I be dealing with this?
- Answer: No, refer them to the Advice service or Student Centre
- One of our lecturers always reads off the PowerPoint slides. Should I be dealing with this?
- Answer: Yes



The advice team:

- The support and give advice to students for academic misconducts, complains and appeals
- If a student approaches you don't give them advice! Instead refer them to the advice service
- You can also refer them to the student handbook which is supplied by your department
- You can also inform them of the process of EC's/extensions (done 5 days before and 5 days after exam/assignment), anything regarding appeals: Once the grades are confirmed you have 10 working days (2 weeks) to submit your appeal. The link provided below outlines the different steps and stages to the appeal process.
- [Academic Appeals | Brunel University London](#)

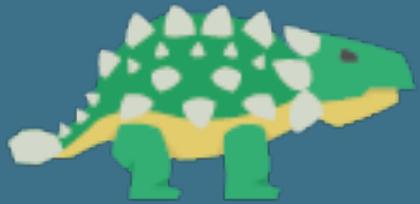


Collecting Student Views



A dark, low-key photograph showing the silhouettes of several people in a room. They are engaged in a game of charades, with their arms raised and hands forming shapes. In the background, several balloons are visible, some floating and some being held. The overall atmosphere is festive and social.

Charades



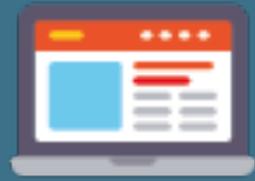
Prepare



Explain



Evidence

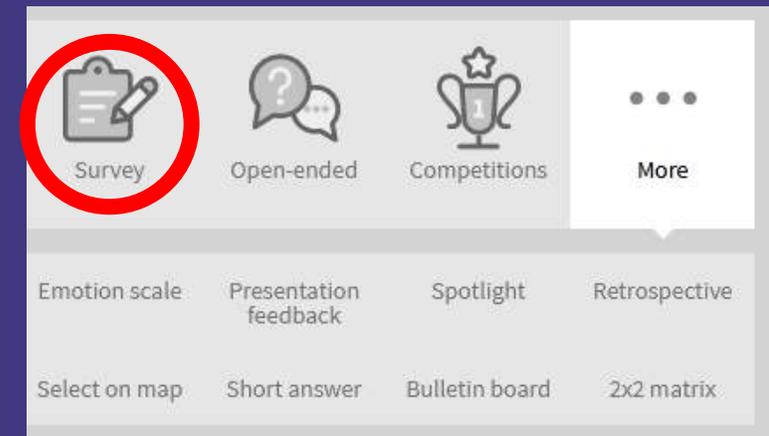
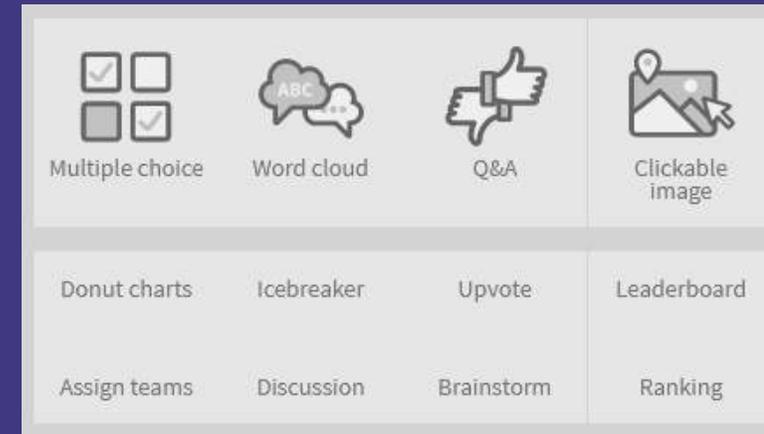


Report



Poll Everywhere

- Ability to survey:
 - multiple questions
 - People can answer at their own pace
- Opportunity to use
 - Multiple choice
 - Word cloud
 - Q&A
 - Rank order
 - Clickable image
 - Open ended text.





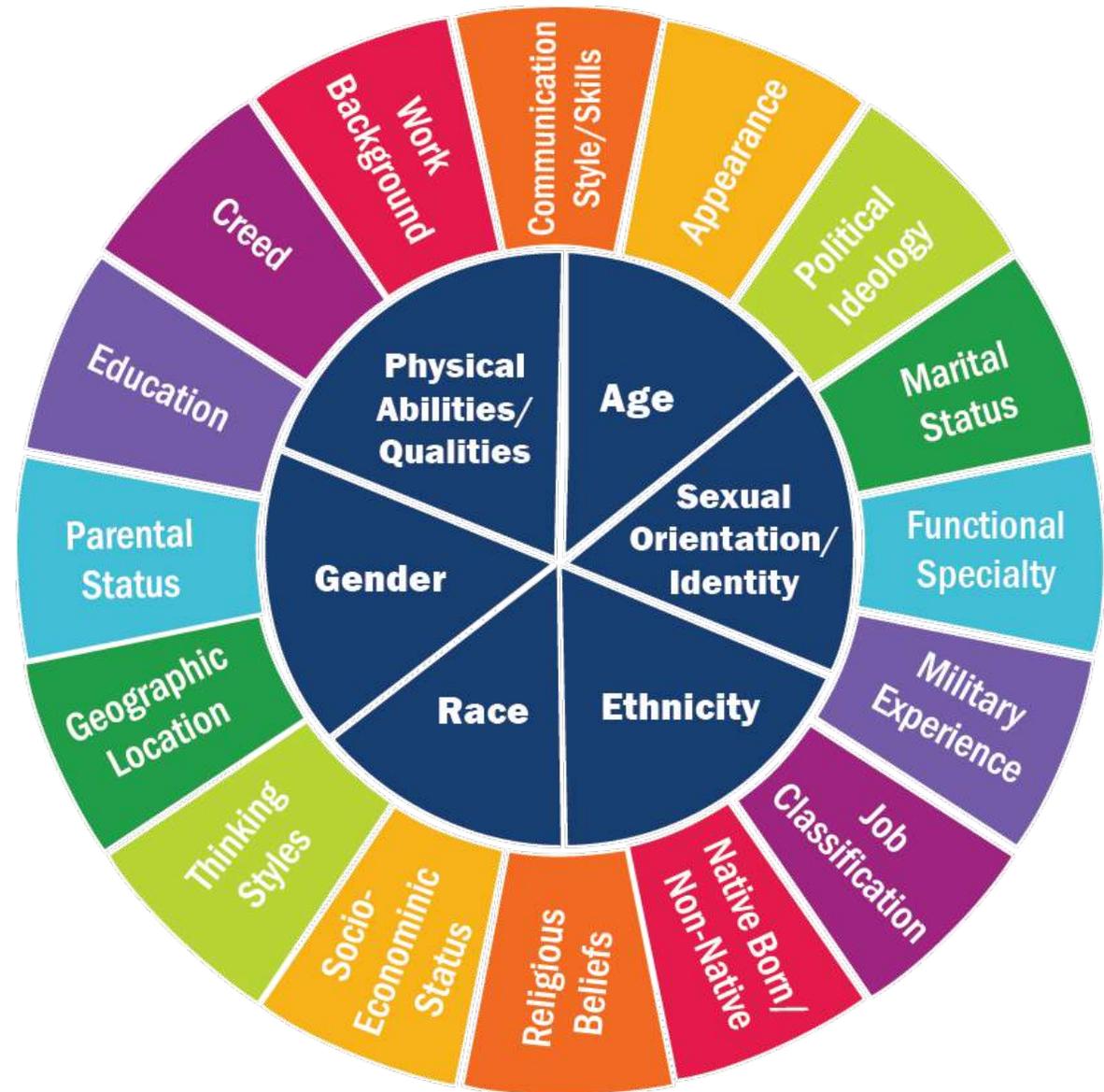
Equality and Diversity



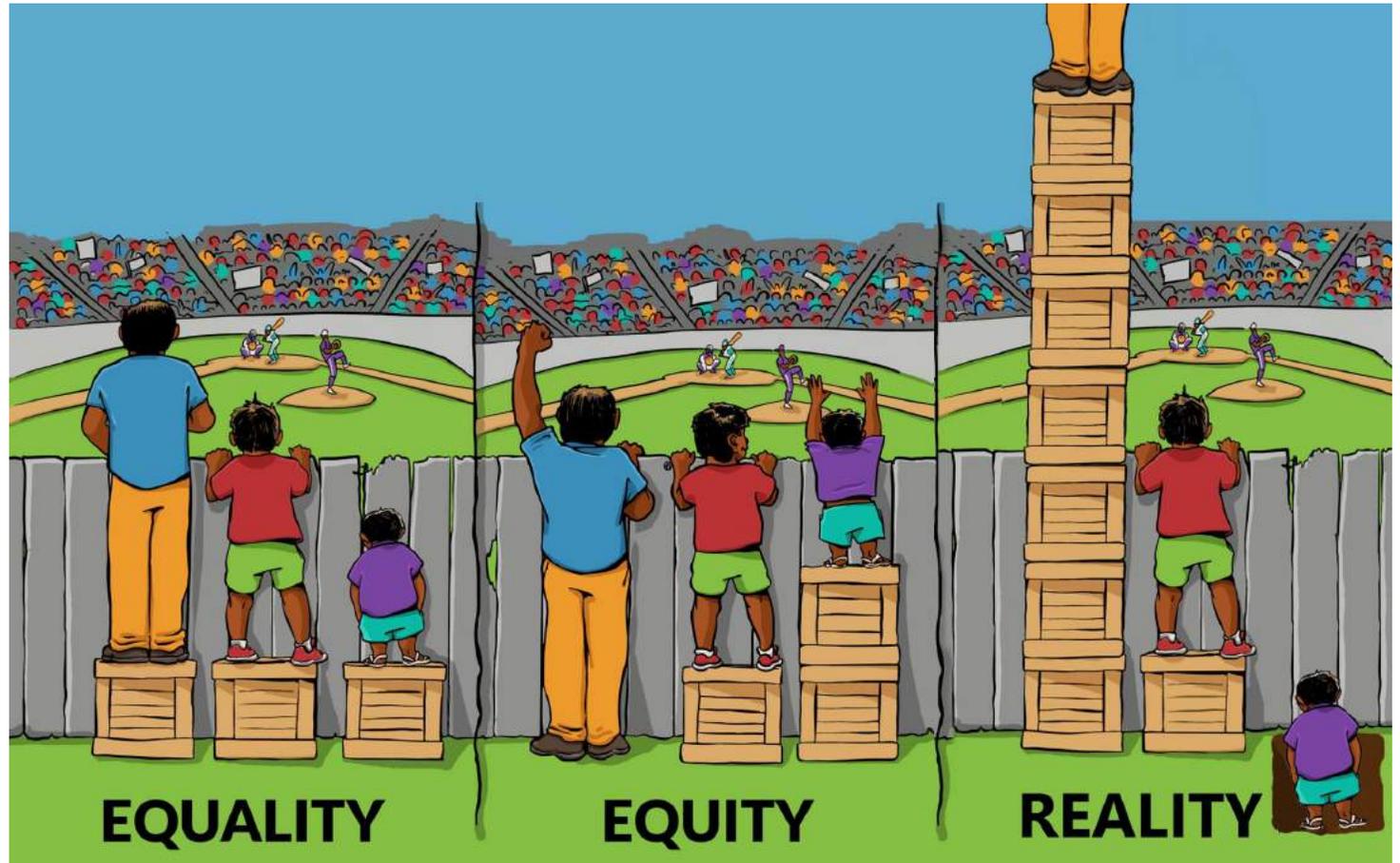
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What does diversity mean?



What does
equality
mean?



Equality Act 2010 – Public Sector Equality Duty

1

Eliminate unlawful discrimination, harassment and victimisation and other conduct that is prohibited

2

Advance equality of opportunity between people who share a relevant protected characteristic and those who do not

3

Foster good relations between people who share a protected characteristic and those who do not.

9 protected characteristics





Brunel's commitment to ED&I

- Ensure all students are able to study, work, research and socialise free from prejudice, discrimination, bullying and harassment, and have an excellent student experience.
- Advance equality and inclusivity throughout the campus environment and online, and in the experiences the University offers to the student community.

Putting ED&I into practice

- How should you behave towards every student?
- What do you need to think about as Course Reps?





Academic Meetings

Board of Studies (BOS)	Student Experience Committee (SEC)
<p><i>Governance</i> rather than <i>operational</i></p> <ul style="list-style-type: none"> • Coherence • Currency • Resourcing • Delivery • Academic Standards 	<p>Day to day <i>operational</i> issues</p> <ul style="list-style-type: none"> • Timetabling • A specific academic's teaching • Things that are working well, or need improving
<p>Student input at these committees should be centred on the <i>student view of the proposals being made or the data being discussed</i></p>	<p>Forum for two way communication through which students can <i>reflect and give feedback on the programme</i></p>
<p>Chaired by <i>Departmental Director for Teaching and Learning</i></p>	<p>Co-chaired by a <i>Course Rep</i> and the <i>Head of Department (or representative)</i></p>



Course Rep SEC Co-chair

- Co-chair SEC meetings
 - ensure a good balance between staff and students representation
- Work with Academic Co-chair to set SEC agenda
- Represent the 'student voice' at DMBs



Department Management Board (SEC Student co-chair only)

This board focuses on the management of the Department as a whole – this includes student experience

Each Department has it's own DMB

SEC Co-chairs, academics and members of University staff sit on this meeting

Chaired by the Head of Department



Union Support

MY STUDENT REP

BECOME A REP

FIND MY REP

REP IMPACT

REP HUB

THE REP HUB

"Congratulations on becoming a student representative! We are looking forward to working with you.

The Rep Hub is a page designed to support your work as a Rep; it provides the function to message all the students in your cohort at a click of a button and is the place which enables to see all of the upcoming events we have planned to support you during this academic year.

As Officers, we are dedicated this year to ensuring that you have the best time whilst at Brunel. We know that together we can achieve so much and we are here to help you every step of the way. Welcome to your Union!"

- Archan, Noah & Wik



Archan Raval

Vice President CBASS



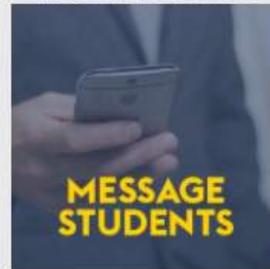
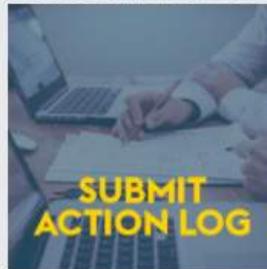
Noah Yeates

Vice President CEDPS



Wiktoria Swoboda

Vice President CHMLS



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Rep Congress and Skills Training

- Rep Congress
 - Collaborate with your fellow Reps
 - Feedback to your College VP
 - 2 entries into the Prize Pool
- Skills/Knowledge Training
 - To help you develop in your role and professionally
 - 1 entry into the Prize Pool



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Accreditation

- HEAR
- Brunel+
- Brunel Volunteering Awards
- Student Rep Awards
- Rep Prize Pool





Recap

<https://play.kahoot.it/v2/?quizId=c7c4b960-a11c-4cea-b8fa-c168d53ff82b>