

Board of Management

Learning, Teaching & Student Experience Committee

Date of Meeting	Tuesday 27 February 2024
Paper No.	LTSEC3-B
Agenda Item	4.2
Subject of Paper	Overview of 2023-24 Representation Systems
FOISA Status	Disclosable
Primary Contact	Leo Subido/Josh Taylor
Date of production	15 February 2024
Action	For Discussion

1. Recommendations

To discuss the provided updates of the Students' Association representation system

2. Purpose

The purpose of this paper is to provide the members of the Learning and Teaching Committee with an overview of the Students' Association's (SA) progress towards key performance indicators across our representation system. The overview includes updates on the Class Rep System, Cadet System, Faculty Reps and Student Parliament.

3. Consultation

3.1 Key Performance Indicators

The Students' Association runs a series of working groups to monitor the performance and progress of different campaigns and operational activities.

This year's Students' Association targets for our representation systems were:

Class Rep and Cadet Feedback System

- **Percentage of Class Reps elected (90% for 2023-24)**
- **The number of Class Reps trained (50% for 2023-24)**
- **Percentage of Class Rep Check Ins (25% for 2023-24)**
- **50 completed Rep Rewards loyalty cards**
- **Develop programme of themed Monthly Class Rep Meetings**
- **Establish and develop a new system of feedback our cadets**

Student Parliament

- **Parliament Positions contested (100% for 2023-24)**
- **5 Meetings of Parliament with 75% attendance from members**
- **Percentage of Class Faculty Rep elected (100% for 2023-24)**

4. Key Insights

4.1.2 Elected Class Rep

Our overall target for classes with elected Class Reps is 90%, based on previously elected figures, however we have seen a dip in elected figures due to disruptions at the start of semester one from industrial action. We are keen to continue working with staff teams to ensure we reach our target of 90%

Creative Industries	85%
Education and Humanities	73%
Hospitality and Leisure	89%
Nautical and STEM*	33%
Overall	70%

*These figures do not include Cadets as we have been trialing a new representation system.

4.1.3 Class Rep Training

In total we have trained 234 Class reps.

Our overall target for classes with trained Class Reps is 50% based on sector averages. We have increased our training figures by 14% in Trained Rep figures compared to figures in February 2023.

Creative Industries	40%
Education and Humanities	45%
Hospitality and Leisure	38%
Nautical and STEM	88%
Overall	53%

4.1.4 Cadet Feedback System

This year has been the pilot year for a bespoke Cadet Feedback System, tailored to the phases of cadet programmes. 9 cadet classes have received representation training. We will be meeting with faculty staff shortly to review this year's pilot and see how engagement can be improved next year.

4.1.5 Rep Reward Scheme

This year the Students' Association implemented a Class Rep Reward Scheme, to improve quality engagement and recognise students' active participation with training and meetings.

So far, we have awarded 50 Reps with Bronze level achieving our KPI set for 2023-24.

4.1.6 Rep Meetings

As of Semester one, the Students' Association have undertaken four different themed Class Rep Meetings, with 187 attendances across the 29 sessions. The format of Class Rep Meetings has been adapted following the success of last year's 'Closing the Loop' sessions.

Monthly Themes for Class Rep Meetings

October	Induction Processes
November	Canvas and CityLife
December	Mental Health Services

January	Curriculum
February	Learning Environment
March	TBC
April	AMG Motions
May	TBC

4.2 Student Parliament

We have seen a drastic improvement in engagement with this year's Student Parliament members and are on track to reach out to KPIs of meetings held and attendance. However, we are still to meet our KPIs for elected parliament positions and faculty due to students withdrawing from their courses.

- **66% of parliament position contested, with 2 positions not being elected (LGBT+ Officer & Cadets Officer)**
- **4 parliament meetings including 1 extraordinary meeting. The average attendance of meetings is 67%**
- **87.5% of faculty rep elected, with one current vacant position for Nautical and Stem**

5. Impact and Implications

Failure to increase retention and engagement within representations would decrease the level of accountability of the Students' Association and effect the ability for the SA to provide feedback to the College.

Without having a diverse range of students within our representation systems & parliament roles we would not be able to receive guidance on how our work will impact minority groups at the College.