**FEHW Faculty Council Education, Health and Sports Meeting Action Plan**

**2017 – 2018**

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| **Issue -**  **“YOU SAID”** | **Action -**  **“WE DID”** | **Lead Responsibility** | **Support** | **Target**  **Date** | **Notes/Closed** |
| **15/15.3**  **Printer credit system** | KD to investigate use of PayPal for buying printer credits.  KD to check cash payment facility for printer credits at cashiers in MX and WA. | KD |  |  | **Ongoing** Students without debit cards can top up at cashiers offices, minimum £1. Still working towards micropayments via PayPal.  **Closed**- this has now been confirmed. |
| **16/05.1**  **Water fountain (WA)** | MC to query removal of water fountain with Walsall Catering Services/Estates. | SB |  |  | Ongoing SB reported they have a new tender and new water fountain instillation is planned across all campuses including WA Building, date to be confirmed.  **Closed** MP confirmed this has been replaced in the summer 2017. |
| **16/15.2 Skills Days / Placements (LD Nursing)** | LW to contact 216 LD to promote the pre-registration Nursing placement Learning Support WOLF topic | LW |  |  | **Closed** LW explained this has now moved to CANVAS. |
| **16/15.9 Study Skills** | SD to explore additional promotion of the study skills workshops and 1:1 study skills sessions for students. | SD |  |  | **Closed** this is a working progress, there is information on screens/noticeboards and a tile on CANVAS. |
| **16/15.10 Sports Kit** | GW to send JS sports kit feedback from L5 PE and L6 Sports Coaching course reps for further dissemination at relevant CMC meetings | GW/JS |  |  | **Closed** Sports kit continues to be a challenge. Main issues:  • New students don’t always get the correct size.  • L5 and L6 students don’t get provided additional kit and can’t purchase it.  We fully recognise these issues. We have parted company with our previous supplier who was unable to resolve them.  We are tendering for a new supplier.  We ask students for patience while we go through the tender process. |
| **16/15.12 Sports Software – Dartfish** | JS to provide an update on increased provision of Dartfish software at the next Faculty Student Council | JS |  |  | An alternative software package (Sportscode) has been purchased. This software is the industry standard for Performance Analysis in professional sports. 20 new Macs have also been purchased and are housed in a new Performance Analysis lab in WA039. This represents a significant investment from the university, as the software licences are very expensive. Students are therefore getting industry standard skills, and are also gaining Performance Analysis placements in local professional clubs. |
| **16/15.1**  **Safeguarding training dates** | Students preferred to have Safeguarding training at the beginning of the academic year. | Feedback to Rachel Morgan-Guthrie. |  | End of this academic year 16/17. | **Closed** taught class from 1st September. Students are given a timetable as early as can be. |
| **16/15.3**  **RPD** | Students query if this module can be online. | TW to feedback to the Secondary Education team. |  | End of this academic year 16/17. | **Closed** RPD version is online and there will be a transition to CANVAS. |
| **16/15.5**  **More services at Walsall campus for part time students** | Saturday part-time students would like more catering facilities to be opened on a Saturday. | PGCE Rep to speak with her cohort and feedback to RH (Student’s Union). |  | End of this academic year 16/17. | **Closed** RE explained there are more catering facilities open for part-time students. The Student’s Union are looking at new options. |
| **16/15**  **Course rep issue- assessment issue** | Some confusion with a student rep emailed regarding the experience of Level 6 students with completing their formative assessment. | GD to speak with Rep for further clarification regarding this issue. |  | End of this academic year 16/17 | **Closed** out due to academic year starting. |
| **16/15.8**  **Location of assignment and enrolment hand in**. | Some students are unaware they can hand in assignments and enrol at different campuses. This requires further promotion. | RH (Student’s Union) to promote this through Twitter. |  | End of this academic year 16/17 | **Closed** students can do this. Faculty Student Services to promote this. |
| **16/18**  **Faculty Council Dates** | Students have asked for Faculty Council Meetings to be held at different times to enable more Reps to attend these meetings. | TG to identify new Faculty Council dates. |  | End of this academic year 16/17 |  |
| **17/04.1**  **Walsall campus shop** | Course Reps to canvas students regarding the items they feel students would like to see in the Walsall shop. | FEHW course reps  RE to email reps not present at the FEHW Faculty Council meeting |  | Semester 2 faculty council meeting |  |
| **17/04.2**  **Invite Walsall campus officer to semester two Faculty Council meeting** | Semester one Faculty Council meeting decided it was appropriate for Georgia Snelling (Walsall campus officer) to the next Faculty Council Meeting. | GD to pass this information to GW for invites to semester two Faculty Council meeting. |  | Semester two Faculty Council meeting | **Closed** GW has included Georgia Snelling in the Semester 2 FEHW Faculty Council Meeting. |
| **17/05.**  **Accommodation heating** | Students feel heating in university accommodation is faulty. | MP to look into heating in student accommodation. |  | Semester two Faculty Council meeting |  |
| **17/05.6**  **Water machine in Samuel Johnson (WN) building foyer** | The water machine in the Samuel Johnson building is faulty. | MP to follow up this issue. |  | Semester two Faculty Council meeting |  |
| **17/05.8**  **DBS** | Students feel students there needs to be further information for new students in regards to their DBS and the university approach to DBS. | GW/TW to feedback to external partnerships and to DAG to discuss how students receive information regarding DBS and the university approach to DBS.  GW to check if the university offers unconditional offers or is it conditional following completion of DBS? |  | Semester two Faculty Council meeting |  |
| **17/05.9**  **Personal training modules** | It was raised that students feel they lack sufficient knowledge for the Personal Trainer side of the course. | JS to pass this back to course leaders in the next Course Management Committee meeting. |  | Semester two Faculty Council meeting |  |
| **17/05/10**  **Walsall catering in the Student’s Union Squeezebox** | Student’s Union to advertise food choices available at the Squeezebox. | RE/Student’s Union to look into this. |  | Semester two Faculty Council meeting |  |
| **17/05.11**  **Car parking** | Some students are experiencing difficulties when trying to access university car parks by the student accommodation, students feel the buzzer is too high for them to reach from their cars. | MP to speak with facilities regarding the installation of a lower buzzer. |  | Semester two Faculty Council meeting |  |
| **17/05.13**  **Catering hygiene** | Students have witnessed some catering staff wearing the same gloves when handling food and emptying bins or smoking. | MP to speak with catering staff. |  | Semester two Faculty Council meeting |  |
| **17/05.14**  **Midwifery lecture room facilities** | Rooming for midwifery students is inappropriate. | MS (midwifery lecturer present) to follow this up with midwifery lectures. |  | Semester two Faculty Council meeting |  |
| **17/05/17**  **Safety on campus** | Students feel unsafe when walking to different building on campus due to the dark nights, however there is a chaperone service provided by the university security team. Students are to call 2109 and security will be able chaperone students. | All course reps are to inform students on their courses regarding this chaperone service (walking bus). |  | Semester two Faculty Council meeting |  |
| **17/05.18**  **CANVAS** | Midwifery students would prefer for each course page to have the same layout. | MS (midwifery)lead to take this back to course team to make this more accessible and more consistent. |  | Semester two Faculty Council meeting |  |
| **17/05.11**  **Quiz nights at Walsall Student’s Union.** | Students enjoy the Student’s Union quiz nights, but would prefer an earlier start time. | RE to feed back to the Student’s Union.  Course reps to check with students if they would be more inclined to attend Student’s Union Quiz night activity at an earlier time. |  | Semester two Faculty Council meeting |  |
| **17/05.12**  **Financial support** | Mature and student parents will be experiencing financial problems due to credit changes. | GD to provide financial information to Andy Aston for any students with financial queries. |  | Semester two Faculty Council meeting |  |
| **17/05.15**  **Accommodation** | Students find the paint colour scheme off-putting, is it possible to have more neutral colours? | MP will look into the dates for when accommodation will be re-decorated. |  | Semester two Faculty Council meeting |  |
| **17/05.16**  **Occupational Health** | Physiotherapy students have experienced issues with enrolment due to occupational health, there appears to be a lack of communication with New Cross Hospital and the university. | GW to feed this back to the Faculty Start right meeting. |  | Semester two Faculty Council meeting |  |
| **17/05.17**  **Uniform measurements** | Physiotherapy students have still not received their uniform measurement. | GW to feed this back to TG in regards to uniform measurement opportunities. |  | Semester two Faculty Council meeting |  |