

VP Education – Sabbatical Officer Plan

Name: Joshie Christian

Role: VP Education

Date: November 2025

Area of work: Exams and Assessments			
What is the idea?	What do you hope to achieve?	What is the timeframe?	Who will you work with?
<p><u>Assessment Information</u></p> <p>Lobby for consistent and clear communication of assessment deadlines at the start of every module.</p>	<ol style="list-style-type: none"> 1) A series of student consultation sessions around the content and structure of the module information documents or assessment overviews shared at the start of a module. 2) For university guidance to include a detailed reflection of the consultation, outlining information that should be available to every student when they start a module. 	<ol style="list-style-type: none"> 1) During Oct and Nov 2025. 2) By the end of the academic year. 	<ol style="list-style-type: none"> 1) SUSU Course Reps, SUSU Representation Team 2) UOS Advancing Assessment Team, UOS Associate Vice President Education and Student Experience.
<p><u>Examination Videos</u></p> <p>Develop a video series displaying exam venues, showing how AERs work, and explaining how to use examination paperwork.</p>	<ol style="list-style-type: none"> 1) Footage and photography of every major examination venue to be collected on a webpage and available to students. 2) For the venues marked as “High” and “Mid” priority in the project plan to all have ‘Airplane safety’ tour videos, taking students through the process of sitting an exam there. 3) A set of short informational videos that outline each widely used AER, covering how that requirement works and what that looks like when inside an examination venue. 4) A set of videos that outline each of the paperwork items listed in the project plan. 	<ol style="list-style-type: none"> 1) By end of Dec 2025, to ensure inclusion in comms for S1 Exams. 2) By end of Dec 2025, ready for S1 Exams. 3) Ready for S2 Exams. 4) Ready for S2 Exams. 	<ol style="list-style-type: none"> 1) UOS AASMP Team, UOS Student Comms Manager in SEE, UOS Digital Content in SEE. UOS Videography Team / SUSU Videographer. 2) Same as previous. 3) Same as previous, UOS Associate Director Student Hub and Registry. 4) Same as previous.
<p><u>AERs Project</u></p> <p>Run a consultation to inform the new Additional Exam Requirements.</p>	<ol style="list-style-type: none"> 1) A consultation session to inform the decisions made by the team revamping AERs in the AASMP workstream. 2) A student presence on the AERs Project Board, with students invited to the regular working groups. 3) Each AER to have a clear description that explains how the AER works to students and invigilators alike. 4) The timetabling of AER examination halls to be streamlined, and for AER room locations to be a fixed list. 	<ol style="list-style-type: none"> 1) End of Sep 2025. 2) By the end of Nov 2025. 3) By the end of the academic year 2025/26. 4) By the end of the academic year 2025/26. 	<ol style="list-style-type: none"> 1) SUSU Insight Team, UOS Associate Director Student Hub and Registry. 2) Same as previous, relevant SUSU Course Reps and Senior Reps. 3) Same as previous, UOS Timetabling, UOS Room booking, SUSU Union President. 4) Same as previous.

<p><u>Examination Information</u></p> <p>Lobby for policy that standardises and clarifies information given in exam paper rubrics.</p>	<ol style="list-style-type: none"> 1) A series of student consultation sessions around the quality and clarity of the information students are receiving on the front of examination papers. 2) A report to the AASMP team detailing the most common issues with exams, attendance slips, blue examination booklets, and the detail of information on rubrics. 3) A collection of case studies of failures of the invigilation process to be written and passed on to the UOS examination teams, who have expressed willingness to address the issues that students have identified. 	<ol style="list-style-type: none"> 1) During Oct and Nov 2025. 2) By the end of S1. 3) By the end of S2, as an ongoing side project when issues arise. 	<ol style="list-style-type: none"> 1) Relevant SUSU Course Reps and Senior Reps. 2) Relevant SUSU Course Reps and Senior Reps, Members of the UOS DHOSE Network and the UOS Programme Lead Network. 3) Same as previous.
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Acronyms 101 for Exams and Assessments:

AASMP – Advancing Assessment Strategic Major Project

AERs – Additional Exam Requirements

CRT – Course Rep Training

DHOSE – Deputy Head of School (Education)

SEE – Student Experience and Engagement

Area of work: Peer and Pastoral Support			
What is the idea?	What do you hope to achieve?	What is the timeframe?	Who will you work with?
<p><u>New Buddy Schemes</u></p> <p>Produce a startup pack for launching, and developing, new buddy schemes, with a modular plan that develops towards a PAL style scheme.</p>	<ol style="list-style-type: none"> 1) A series of guidance documents that cover each element of running a Buddy Scheme, with multiple versions of each area that encourage year-on-year development: <ul style="list-style-type: none"> ○ How to set up the hiring of a student buddy scheme coordinator, paying them through UniWorkforce, and guidance for line management by the Senior Tutor or other appropriate member of staff. ○ How to recruit student buddies, and how to move from volunteers with incentives (eg: t-shirts) to paid buddies with formal roles and responsibilities. ○ How to train a group of students to appropriately handle buddy meetings and peer communication, 	<ol style="list-style-type: none"> 1) Between Sept 2025 and March 2026. 2) By end of Dec 2025. 3) By end of Easter Break 2026, to give pilot schools time to recruit over the summer term. 	<ol style="list-style-type: none"> 1) UOS WPSM Enhancement Manager, UOS WPSM PALS Coordinator, UOS Director of SEE, UOS WPSM Team. 2) Same as previous, members of the NSS Intensive group. 3) Same as previous, key staff within pilot schools such as Heads of School, DHOSEs, and Senior Tutors.

	<p>developing year-on-year to structured meetings with goals and activities to be achieved throughout.</p> <ul style="list-style-type: none"> ○ Designing signposting resources for your school. ○ Delivering relevant content for your meetings. <p>2) An overview of the variety of current buddy scheme / PAL / mentoring schemes across the university, including a summary of where buy-in is most likely, where schemes are most needed, and the impact to student experience that buddy schemes can have.</p> <p>3) Suitable pilot schools to trial the rollout of the first wave of new buddy schemes for the academic year 2026/27.</p>		
<p><u>PGR Buddy Schemes</u></p> <p>Bringing modular Buddy Schemes to PGR students.</p>	<p>1) Identify some suitable areas (and student leads) for trialling more PGR Buddy Schemes and propose the DC supports this by funding the PGR Lead Buddy and allocating staff support.</p> <p>2) Support the chosen area in the rollout for the first wave of new buddy schemes for the academic year 2026/27.</p>	<p>1) Between Sept 2025 and March 2026.</p> <p>2) By end of Easter Break 2026, for recruitment over the summer term.</p>	<p>1) Head of the Doctoral College, other Doctoral College staff.</p> <p>2) Same as previous, key staff within pilot research groups such as the FDoGS, and Senior Tutor.</p>
<p><u>Student Discipline</u></p>	<p><i>Will be taking over work on this from the VP Inclusion after November 2025, further details to follow in my reports.</i></p>	<p><i>TBD</i></p>	<p><i>TBD</i></p>

Acronyms 101 for Peer and Pastoral Support:

DC – Doctoral College

DHoSE – Deputy Head of School (Education)

FDoGS – Faculty Director of Graduate School

PAL – Peer Assisted Learning

PAT – Personal Academic Tutor

PGR – Postgraduate Research

SEE – Student Experience and Engagement

WPSM – Widening Participation and Social Mobility

Area of work: Supporting Student Reps

What is the idea?	What do you hope to achieve?	What is the timeframe?	Who will you work with?
<p><u>New Rep Training</u></p> <p>Develop new “Modular Course Rep Training”.</p>	<ol style="list-style-type: none"> 1) Continue writing informational documents that cover various aspects of the role of an Academic Rep. The full plan includes the following: <ol style="list-style-type: none"> 1. What is a rep? 2. What does a rep do? Not do? (+WCYRDFY Playlist). 3. What is feedback, and how do you collect it? <ol style="list-style-type: none"> 3.1 How to make a good form (+ Video Walkthrough). 3.2 What to do when you can’t get feedback. 3.3 How to communicate outcomes back to students. 4. Representation and University Meeting guidance. 5. SSLCs: Course reps 6. Being a School or Department President: <ol style="list-style-type: none"> 6.1 SSLCs: The role of a student Co-Chair. 6.2 SPCs: Taking feedback to a higher level. 7. Being a Faculty Officer: <ol style="list-style-type: none"> 7.1 FECEs: Being consulted on the big topics. 8. Navigating University Meetings as a Senior Rep: <ol style="list-style-type: none"> 8.1 How to read papers and understand the agenda. 8.2 Acronyms and Professional Terminology. 8.3 Making change and feeling confident to disagree. 8.4 Work-life Balance: Delegating and Saying No. 9. Working with your Reps and with the VP Education 	<ol style="list-style-type: none"> 1) This is being developed across multiple VP Educations and will most likely reach the stage where we consult on the work done so far at some stage this year. <p><i>Sections of training already drafted by the previous VP Education are in grey.</i></p>	<ol style="list-style-type: none"> 1) SUSU Representation Team, SUSU Senior Reps, SUSU Course Reps.
<p><u>Rep Role Reviews</u></p> <p>Support Senior Reps with Rep Role Reviews and explore some Senior Rep role reviews. Make sure rep roles remain up to date going forwards.</p>	<ol style="list-style-type: none"> 1) Complete a Rep Role Review, and a Senior Rep Role Review, for the School of Electronics and Computer Science (ECS). 2) Complete a Rep Role Review, Senior Rep Role Review, and Governance review, for the Winchester School of Art. 3) Complete a Rep Role Review, and explore options for a Senior Rep Role Review, for the School of Education. 4) Identify how SUSU can be kept up to date about programme changes and closures to ensure that the rep roles remain up to date. Implement these methods into the PAR toolkit and into the governance and reporting overseen by AQSS. 	<ol style="list-style-type: none"> 1) By end of Sep 2025. 2) By end of the academic year 2025/26. 3) By end of the academic year 2025/26. 4) By end of the academic year 2025/26. 	<ol style="list-style-type: none"> 1) SUSU Representation Team, SUSU ECS School President, UOS ECS DHOSE. 2) SUSU Representation Team, SUSU WSA School President, UOS Education DHOSE. 3) SUSU Representation Team, SUSU Education School President, UOS DHOSE Education. 4) SUSU Head of Student Voice, SUSU Representation Team, UOS Academic Registrar.

<p><u>Student Voice on susu.org</u></p> <p>Update the Student Voice section of the susu.org.</p>	<ol style="list-style-type: none"> 1) Re-order and section the Student Voice dropdown to make the types of pages in the section clear and make it easier to find the page you are looking for. 2) Collate an updated Course Rep FAQ Page. 3) Bring some modular rep training help guides onto the SUSU website, for quick and easy reference. 	<ol style="list-style-type: none"> 1) By the end of S1. 2) By end of the academic year 2025/26. 3) By end of the academic year 2025/26. 	<ol style="list-style-type: none"> 1) SUSU Digital Team, SUSU Representation Team. 2) Same as previous, and relevant SUSU Course Reps. 3) SUSU Digital Team, SUSU Representation Team.
<p><u>Rep Development</u></p> <p>Develop and deliver Rep LinkedIn / CV / Interview skills workshops / videos.</p>	<ol style="list-style-type: none"> 1) Revamp and deliver CV and LinkedIn workshops for our groups of Senior Reps, helping them to highlight what they achieve and the skills they gain in their roles. 2) Record advice for course reps around CVs, LinkedIn, and talking about skills and experience from repping in an interview. Release this in a Rep Team circular email. 	<ol style="list-style-type: none"> 1) Around the middle of Easter term in 2026. 2) By end of the academic year 2025/26. 	<ol style="list-style-type: none"> 1) SUSU Representation Team, UOS Skills Team. 2) Same as Previous.
<p><u>UG Faculty Officers</u></p> <p>Explore updating and expanding our faculty officer roles.</p>	<ol style="list-style-type: none"> 1) Expand the opportunities available to Faculty Officers to allow them the chance to work with the VP Education, representing students on high level university committees. 2) Review the role descriptions of the Faculty Officers and ensure clarity around what meetings they should attend. 	<ol style="list-style-type: none"> 1) By the end of Oct 2025. 2) By the end of Mar 2025. 	<ol style="list-style-type: none"> 1) Relevant Chairs of high-level UOS Committees, SUSU Faculty Officers. 2) SUSU Representation Team, SUSU Faculty Officers, UOS ADEs.
<p><u>PGR Representation</u></p> <p>Explore updating and clarifying the PGR Representation system.</p>	<ol style="list-style-type: none"> 1) Ensure PGR Faculty Officers have opportunities to represent PGRs at the DCC and at its subcommittees. 2) Review the governance structure around each PGR SSLC and FGSS, clarifying who is invited to which meetings, and updating the role descriptor of the PGR Faculty Officers. 	<ol style="list-style-type: none"> 1) By the end of Oct 2025. 2) By the end of Mar 2025. 	<ol style="list-style-type: none"> 1) Relevant Chairs of UOS DCC Subcommittees, SUSU PGR Faculty Officers, SUSU Representation Team. 2) SUSU PGR Faculty Officers, UOS FDoGSs, SUSU Representation Team.

Acronyms 101 for Supporting Student Reps:

ADE – Associate Dean Education

AQSS – Academic Quality and Standards Subcommittee

DCC – Doctoral College Committee

DHOSE – Deputy Head of School (Education)

ECS – Electronics and Computer Science

FGSS – Faculty Graduate School Subcommittee

PAR – Programme Approval and Review

SSLC – Student Staff Liaison Committee

WCYRDFY – “What Can Your Reps Do For You?”

Area of work: Student Comms and Finding Information

What is the idea?	What do you hope to achieve?	What is the timeframe?	Who will you work with?
<p><u>Information and Digital Communications Project</u></p> <p>Work to address the overwhelming nature of accessing comms and information across all our digital systems.</p>	<ol style="list-style-type: none">1) An exploration of student comms and digital information systems across UOS. This report will conclude with a series of recommendations for UOS going forward, covering both actions to take to make improvements, and outlining some principles to improve student experience.	<ol style="list-style-type: none">1) By end of the academic year 2025/26.	<ol style="list-style-type: none">1) Relevant SUSU Academic Reps.
<p><u>Mass Emailing</u></p> <p>Lobby for less mass emailing in student inboxes, and more options to opt-out of comms.</p>	<ol style="list-style-type: none">1) Lobby for more guidance from UOS that limits the use of faculty and university wide mass emailing to share messages that are not valuable to students or should have been sent to only a specific subset of the student body.2) Push back against areas where constant mass emailing has irritated students, requesting a switch to opt-in or opt-out mailing lists.3) Ensure all student representatives can access the all.soton mailing service and will receive moderator approval when using the appropriate level of mailing list.	<ol style="list-style-type: none">1) By end of the academic year 2025/26.2) By end of the academic year 2025/26.3) Ongoing as issues arise, with fixes implemented by the end of the academic year 2025/26.	<ol style="list-style-type: none">1) UOS Associate Director Student Communities, SEE.2) Same as previous.3) Same as previous, SUSU Representation Team, relevant SUSU Academic Reps.

<p><u>Prerequisite Flowcharting</u></p> <p>Creation of more module prerequisite flowcharts.</p>	<ol style="list-style-type: none"> 1) Research options for flowcharting and linking tools that might suit the widespread needs of our various schools and present this research for codesign with staff and students. 2) Identify suitable trial school(s) and pitch rollout of a module prerequisite and programme pathway tool to students. 	<ol style="list-style-type: none"> 1) By the end of S1. 2) Throughout S2, in time for module selection for students continuing into 2026/27. 	<ol style="list-style-type: none"> 1) UOS DHOSE Network, Relevant SUSU Senior Reps. 2) Same as previous.
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Acronyms 101 for Student Comms and Finding Information:

DHOSE – Deputy Head of School (Education)

SEE – Student Experience and Engagement

Other Campaigns / Networks / Projects I am involved with / leading on this year:

CAMPAIGNS

- **Election Campaigns:** Promoting and encouraging nominations for the Autumn, Leadership, Summer, and all other, Elections!
- **Liberation:** Trans Awareness Week, Disability History Month, LGBTQ+ History Month, and the return of Ace Awareness Week.
- **Did You Know:** Planning to continue adding to last year's resources with information around AERs, SSRs, and the methods of Pass by Compensation.

NETWORKS / FORUMS

- **Senior Rep Forum:** Termly meetings of the SUSU Academic Presidents with the VP Education and the UOS VP Education and Student Experience, where our reps are consulted on a variety of high-level university matters and have an opportunity to bring things to the attention of the UOS VP Education.
- **Student Voice Network:** I will be co-chairing this network with one of our CHEP Principal Teaching Fellows, sharing good examples of student voice and codesign. We have termly meetings with a range of focusses and are planning to bring an operations focus to part of our work this year.
- **Southampton Peer Mentoring Network:** A one-year addition to the role, co-chairing with the WPSM Enhancement Manager with the goal of boosting student reach and engagement with active codesign of their buddy and mentoring schemes across the university.
- **DHOSE Network:** A chance to meet and develop student-facing projects in collaboration with the Deputy Heads of School for Education across the University, where I give updates from SUSU and make occasional pitches / presentations for feedback and codesign opportunities. This may also involve attendance to its sister group, the **Programme Leads Network**, from time-to-time.

UNIVERSITY MEETINGS / PROJECTS – *councillors, you are not obligated to read through this list!*

I am happy to answer questions about my attendance and involvement in any of the following committees / groups / projects:

- Academic Quality Standards Subcommittee (with 2 UG Faculty Officers)
 - Annual Monitoring Scrutiny Group (with 1 UG Faculty Officer)
 - External Examiners Scrutiny Group (with 1 UG Faculty Officer)
- Advancing Assessment
 - Advancing Assessment Workstream E, Transforming Assessment Administration Working Group
- B54 Refurbishment Project Board
- Blackboard Ultra Migration Project
 - Blackboard Ultra Comms Working Group
- Doctoral College Committee (with 1 PGR Faculty Officer)
 - Doctoral College PGR Annual Monitoring and Scrutiny Group (with 1 PGR Faculty Officer)
 - Doctoral College PGR Professional Development Subcommittee (with 1 PGR Faculty Officer)
 - Doctoral College PGR Quality Monitoring and Enhancement Subcommittee (with 1 PGR Faculty Officer)
- Education and Student Experience Committee (with UG Faculty Officers)
 - Education and Student Experience Programme Board
- Education Partnerships Subcommittee
 - Education Partnerships Annual Monitoring Scrutiny Group
 - New and Renewing Education Partnership Proposals Group
- Generative Artificial Intelligence Working Group
- Learning Spaces Advisory Group
- Implementing Changes to the Academic Year Steering Group
- NSS Intensive Taskforce
- PAT Project Steering Group
 - PAT Project Workstream 2, Roles, Responsibilities and Governance
- Senate Membership Working Group
- Student Skills Strategy Group
- University Senate (with Union President, 1 PGR Faculty Officer, 1 UG Faculty Officer, and 1 UG School President)
- University Research Ethics Committee

OTHER:

- Student-Staff Liaison Committees Project (Project Closed in November 2025)
- Year in Employment Board of Studies (The VP Education has delegated this position to another student)

Combined Acronyms 101:

AASMP – Advancing Assessment Strategic Major Project

ADE – Associate Dean Education

AERs – Additional Examination Requirements

AQSS – Academic Quality and Standards Subcommittee

CHEP – Centre for Higher Education Practice

CRT – Course Rep Training

DC – Doctoral College

DCC – Doctoral College Committee

DHOSE – Deputy Head of School (Education)

ECS – Electronics and Computer Science

FDoGS – Faculty Director of Graduate School

FGSS – Faculty Graduate School Subcommittee

NSS – National Student Survey

PAL – Peer Assisted Learning

PAR – Programme Approval and Review

PAT – Personal Academic Tutor

PGR – Postgraduate Research

SEE – Student Experience and Engagement

SSRs – Student Support Recommendations

UG – Undergraduate

WCYRDFY – What Can Your Reps Do For You?

WPSM – Widening Participation and Social Mobility