

VP Education – Sabbatical Officer Report for Student Council

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Role: VP Education

Date: March 2026

Area of work: Exams and Assessments	
Sabbatical Plan Goal	Details
<p>Examination and Assessment Information</p> <p><i>I have incorporated exams into this point as both projects are progressing together.</i></p>	<p>Work since last report:</p> <ul style="list-style-type: none"> Continued to work on the Assessment Briefs and Exam Rubrics Report Set up a working group with members of the Assessment Consultancy Team <p>Next steps:</p> <ul style="list-style-type: none"> Finish the report and share with the Advancing Assessment team. Meet with the Assessment Consultancy Lead to discuss creating templates for Assessment Briefs that include all the information requested by students. Begin designing assessment brief templates for a variety of assessment types.
<p>Examination Videos</p>	<p>Work since last report:</p> <ul style="list-style-type: none"> Requested additional videography to be produced once the new Errors on Exam Papers process is finalised to ensure that this aspect of examination experience is up to date. <p>Next steps:</p> <ul style="list-style-type: none"> Request one of the current videos be re-edited into a longer format with all the key information requested by students. Organise the filming of further Exam Hall videos.
<p>AERs Project</p>	<p>Work since last report:</p> <ul style="list-style-type: none"> Continued to represent students affected by the Semester 1 exam season AER issues by feeding into discussions taken to the Academic Quality Standards Subcommittee. <p>Next steps:</p> <ul style="list-style-type: none"> Produce more information videos detailing how each AER works in practice and how students might access their support in the room.
<p>Examination Error Reporting</p> <p><i>This project was not part of my Sabb Plan, as this arose in Aug 2025 and I have since added it to this area of work accordingly.</i></p>	<p>Work since last report:</p> <ul style="list-style-type: none"> Proposed edits to process for Semester 2, including pushing for an approach that minimises impact on student time by allowing students to fill in the sticker and complete their exam immediately, and leave completing the log form for the invigilator until the end of their examination. Joined a working group to design guidance and messaging templates for academic staff to help them confidently approach marking errors in a fair and holistic way to ensure students are compensated accordingly and set out a standard for clearly communicating with students to ensure transparency throughout this process. <p>Next steps:</p> <ul style="list-style-type: none"> Consult students on final edits to the process when they are fully drafted.

The Southampton Assessment Load Framework <i>This project was not part of my Sabb Plan, arising in Dec 2025.</i>	Work since last report: <ul style="list-style-type: none"> • Together with several Senior Reps, we took several final changes through the University Senate and the Education and Student Experience Committee. • Received final approval for the framework on March 9th • Set up a Codesign Panel and a working group to deliver training and workshops to students and reps around their new assessment rights, and how to work in partnership with academics to make changes within the design of their assessments.
	Next steps: <ul style="list-style-type: none"> • Produce written and video guides (for the Did You Know campaign) explaining the content of the Assessment Load Framework and add information to Rep Training. • Deliver workshops and the co-design sessions with the Assessment Consultancy team, and support reps directly with any conversations they may be having around the framework.

Area of work: Peer and Pastoral Support	
Sabbatical Plan Goal	Details
New Buddy Schemes	Work since last report: <i>Some concern has arisen due to reduction of university funding for peer support schemes. This may make this project less viable, and I will be meeting with the appropriate university staff soon to explore this and will report back to council once I know whether I will be able to launch this or will have to think of alternative approaches and attempt this again for the next academic year.</i>
	Next steps: <ul style="list-style-type: none"> • Research options for using the content in a new sector-level framework for Undergraduate buddy schemes and determine which parts of this project might be suitable for adaptation and implementation at Southampton!
PGR Buddy Schemes	Work since last report: <ul style="list-style-type: none"> • Continue promoting the value of PGR Buddy Schemes through the PGR Annual Monitoring report and in other discussions with senior Doctoral College Staff. • Begun highlighting areas where this is being done well, to write this into a report about PGR Student Voice that I have begun working on.
	Next steps: <ul style="list-style-type: none"> • Include an overview of good practice and highlight successful PGR Buddy Schemes to the rest of the Doctoral College in my PGR Student Voice report.
Student Discipline, Casework, and Academic Appeals	Work since last report: <ul style="list-style-type: none"> • Assisted in writing regulations for the membership of a panel that would decide exceptions for an extension to a student's maximum candidature. This panel would contain a Sabbatical Officer to provide student representation. The university has recently introduced regulation that sets a maximum length of candidature to ensure they are following guidance from the Office for Students.

<p><i>Part of the handover from our outgoing VP Inclusion in Nov 2025.</i></p>	<ul style="list-style-type: none"> Suggested changes to the regulations governing Academic Appeals to address on case where a student could be without a student representative on their Academic Appeal panel. This has never happened, but the changes are to make sure that this one very specific case would not result in this issue.
	<p>Next steps:</p> <p><i>No further work to complete.</i></p> <p><i>I will take the lead on feeding back suggestions for improving the student discipline process if any further feedback is received from students or further alternatives are suggested by the Sabbatical Officer Team.</i></p>

Area of work: Supporting Student Reps

Sabbatical Plan Goal	Details
<p>New Rep Training (Taught and PGR)</p> <p><i>This project is being developed iteratively by several consecutive SUSU VP Educations.</i></p>	<p>Work since last report:</p> <ul style="list-style-type: none"> Began discussing new training resources for PGR Reps and PGR Faculty Officers, to align with recent changes that moved most Student Voice work from the Faculty Directors of the Graduate Schools to the Doctoral Programme Directors. Met with the Faculty Officer and Faculty Director of Graduate School in Medicine, Engineering and Physical Sciences, and Social Sciences, to collect views for the wider report on improving PGR Rep training and voice provision. <p>Next steps:</p> <ul style="list-style-type: none"> Create new and updated PGR Training with the SUSU Representation Team. Continue drafting content for further sections of the New Rep Training.
<p>Rep Role Reviews</p>	<p>Work since last report:</p> <ul style="list-style-type: none"> Began consulting PGCE students in Education to hear their thoughts on proposed restructures for Senior Reps in Education. <p>Next steps:</p> <ul style="list-style-type: none"> Plan an election for the Course Reps on PGCE courses in Education. Meet with Education School President and the Education DHoSE to discuss a new structure for the Senior Rep role in Education. Implement new Department Presidents and SSLCs in WSA. Meet with UOS Academic Registrar about how programme changes affect rep roles, and plan how we can keep SUSU up to date moving forward.
<p>Student Voice on susu.org</p>	<p>Work since last report:</p> <ul style="list-style-type: none"> Updated the PGR Hub to correct the ordering of sections, names and titles of the five PGR Faculty Officers, and updated the full list of PGR Reps for the Faculty of Medicine and the Faculty of Engineering and Physical Sciences. <p>Next steps:</p> <ul style="list-style-type: none"> Finalise new organisation of all susu.org front page menus and continue working to improve the organisation and navigation of the website in general. Collate the Course Rep FAQ for the Student Voice section of the website.

Rep Development	Work since last report: <i>No work so far – this will happen after the Easter Break in late Semester 2.</i>
UG Faculty Officers	<p>Work since last report:</p> <ul style="list-style-type: none"> Received approval from the University Senate two additional Senior Rep positions on the UOS Senate, upping the number from three to five to ensure we can elect one per faculty. Awaiting approval from UOS Council. Continued to meet and work with UG Faculty Officers in their Positions at the University Senate, and on ESEC, AQSS, AMSG, and EESG. <p>Next steps:</p> <ul style="list-style-type: none"> Meet with each UG Faculty Officer to discuss the meetings and projects they have been involved in so far and consult them about their experience. Propose any changes to the future Faculty Officer Roles and ensure the opportunities explored this year are offered to future teams of Faculty Officers. Review inclusion of all faculty officer roles in the Terms of Reference for Senate / ESEC / AQSS / AMSG / EESG / EPSC and suggest edits for 2026/27.

Area of work: Student Comms and Finding Information	
Sabbatical Plan Goal	Details
Information & Digital Comms Project	<p>Work since last report:</p> <p><i>There is not currently any university staff capacity to develop new comms platforms at the scale needed to bring about the desired change</i></p> <p><i>I will continue to lobby for reform of student comms and information.</i></p>
Mass Emailing	<p>Work since last report:</p> <ul style="list-style-type: none"> Worked with a few additional reps to find or set up the current mass mailing lists on the all.soton system. <p>Next steps:</p> <ul style="list-style-type: none"> The UOS mass emailing guidance has not yet been released for consultation. Once a draft has been finished student consultation will be arranged.
Prerequisite Flowcharting	<p><i>No further scope to develop this until the University continues the development of the 'Education in Focus' project, which has been delayed by other projects. I will continue to lobby if/when the project is reinstated, and when my time as VP Education ends, I will ensure that this idea is passed on to my successor.</i></p>

Other work:
<p>Other Work since last report</p> <ul style="list-style-type: none"> Supported further SSLCs in Health Sciences and Education. Filmed a new video for the Your Voice SharePoint page with the UOS Vice President Education. Secured positions for Student Reps to attend a workstream of the Advancing Assessment project.

- Completed a You Make Change request for Graduation Gowns to be available to try-on in the Locker and began consulting PGRs about how to adequately celebrate their achievements at graduations.
- Ran another Break the Ice, helped at Holi, and played a Unicorn at the second Solve'n'Sip event!
- Headed to Reading with our Sabbatical Officer Team for the Southern Unions conference!

Regular University Meetings

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

- Academic Quality Standards Subcommittee
 - Annual Monitoring Scrutiny Group
 - External Examiners Scrutiny Group
- Advancing Assessment
- B54 Refurbishment Project Board
- Blackboard Ultra Project Board
 - Blackboard Ultra Comms Working Group
- Doctoral College Committee
 - Doctoral College PGR Annual Monitoring and Scrutiny Group
 - Doctoral College PGR Professional Development Subcommittee
 - Doctoral College PGR QME Subcommittee
 - Education and Student Experience Committee
 - Education and Student Experience Programme Board
- Education Partnerships Subcommittee
 - Education Partnerships Annual Monitoring Scrutiny 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
 - PAT Project Workstream 4
- Student Skills Strategy Group
- University Senate
 - Senate Membership Working Group
- University Research Ethics Committee

Acronyms 101:

- AMSG – Annual Monitoring and Scrutiny Group*
- AQSS – Academic Quality and Standards Subcommittee*
- DCC – Doctoral College Committee*
- DHoSE – Deputy Head of School Education*
- EESG – External Examiner Scrutiny Group*
- ECS – Electronics and Computer Science*
- EPAMSG – Education Partnerships Annual Monitoring and Scrutiny Group*
- EPSC – Education Partnerships Subcommittee*

ESEC – Education and Student Experience Committee
NREPP – New / Renewing Educational Partnership Proposals
FDoGS – Faculty Director of Graduate School
PDSC – Professional Development Subcommittee
PGCE – Postgraduate Certificate of Secondary Education
PGR – Postgraduate Research
QME – Quality Monitoring and Enhancement
SSLC – Student Staff Liaison committee
UG – Undergraduate
WPSM – Widening Participation and Social Mobility
WSA – Winchester School of Art