



Student Voice Guidelines

Introduction

1. The College considers that it is important for students to engage and participate in a whole range of different aspects of College life. The following provides a summary of some of the key mechanisms for student engagement. Some form regular opportunities for dialogue whereas others are more informal. Some are focused purely on quality assurance and others are intended to enhance the student experience.

Student forums

2. In order to organise student affairs and to discuss issues relating to College life, a student forum may be held from time to time. These meetings are open to all students. Details of date, time and location for each meeting are advised in good time via the College's Virtual Learning Environment (Moodle).

Staff-Student Liaison Committee

3. This committee meets once per semester to discuss any issues arising and to encourage student views and feedback. It is chaired alternately by students and staff. The meetings are open to all students and the minutes are posted on Moodle.

Student Representatives

4. Student Representatives are elected annually by the student body. They help students to organise themselves as a body, and meet regularly with the Principal and the Chief Operating Officer to make sure that students' ideas, views and concerns are represented. The student reps act as a vehicle of communication between staff and students, and they provide important feedback on matters of academic governance or academic concerns. The student body is affiliated to the National Union of Students and has its own constitution.

Student representation on College bodies

5. The College aims to ensure that students have opportunities to engage with its governance. This allows for a range of perspectives to have an influence on the way the College is run.
6. Students are represented on the following College bodies:
 - a. The College Council (three representatives), the body that both approves the appointment of Governors and holds them to account
 - b. The Board of Governors
 - c. The Academic Board
 - d. The Academic Quality Assurance Committee
 - e. The Diversity and Equal Opportunities Monitoring Group

- f. The Access and Participation Plan Monitoring Group
- g. Learning Resources Committee
- h. Learning Support Committee
- i. Course Re-Validation Working Group (New structure)
- j. Course Development Working Group (New structure)
- k. Staff-Student Liaison Committee
- l. Postgraduate and Undergraduate Programme Committees

Pastoral Groups

- 7. Students have the opportunity to meet with a named tutor once a week in a small pastoral group. These groups have the fundamental aim of encouraging relationships to develop between students and staff, and are an important way for students to discuss issues and give feedback to staff. Spurgeon's College is a small institution and staff pride themselves on being accessible to students for informal discussion and support.

Academic feedback mechanisms

- 8. Students are strongly encouraged to submit anonymous written feedback about the academic quality of each unit upon completion. They also complete feedback at the end of each academic year. Reflection on the outcomes of these surveys is considered by the Academic Quality Assurance Committee and forms part of the annual monitoring process.

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