



## KE Meeting 3 - Minutes 06.12.2017 – 6.30pm

### Present

Jacob Portelli	Nico Muscat
Gillian Asciak	Eman Haber
Alexander Hili	Kaitlyn Byrne
Lara Attard	Dirk Urpani
Patrick Gatt	Jean Claude Scicluna
Michael Piccinino	Yacopo Baldacchino
Hanien Alouzi	Naomi Baldacchino
Matthew Pulis	Robert Napier
Nathan Grech	Carla Galea

### Excused

Gabriella Sutton	
Martina Cutajar	
Fr.Sinclair Bugeja	
Bernard Micallef	

### Absent

Nigel Micallef	Matthew Galea (PG)
Denis Muscat	David Mallia
Daniel Vella	George Zammit Montebello
Mark Borg	Julian Bonello
Dylan Gauci	Shanice Borg
Maria Azzopardi	Anthony David Brincat
Tracy Sammut	Elizabeth Camilleri
Laura Cuschieri	Isabelle Kniestedt
Martina Camilleri	John Montebello
Owen Micallef	Johann Agius
Nicola Kirkpatrick	Jean Karl Micallef Grimaud
Eunice Bonello	Cody Galea
Rachel Cauchi	Sean Ellul
James Attard (PG)	Nicole Tabone
Dylan Mercieca	Amy Christina Slater
Keith Vassallo	Generoso Seychell



Nicholas Buttigieg	Noemi Said
Bernine Caruana	Tiziana Gatt
Yvette Farrugia	Deandra Cutajar
Keith Pace	Christian Cordina
Francesco Refalo	Omar Shamala
Martina Cutajar	Terry Duca
Nigel Xuereb Said	Andrew Pisani
Eman Mifsud	Neville Decelis
Anabel Muscat	Elizabeth Borg Cardona
Maria Azzopardi	Francesca Zammit
Mark Borg	Husam Albahlani

### 1. Approval of Proposed Agenda

Jean claude: would be a good idea to have a slot for other matters for report in the agenda every week

Jacob: anyone can feel free to put anything they want on the agenda, but we can also add this.

Gillian: addition of point on mentorship scheme.

Agenda approved by all present

### 2. Approval of Previous Meetings' Minutes

All approved, taken as read.

### 3. Workshops Programme

Jacob explained programme – this had been sent round as separate document prior to the meeting. No questions.

### 4. UoM Act Consultation

Jacob: good feedback from minister, he congratulated the subcommittee. Legal team of ministers is looking at the document.

Matthew: do we have any feedback from how the meeting went with the lecturers?

Robert and Jacob: Nothing yet.

Robert: Chancellor spoke to me and said their plan is in line with ours.

Jacob asked Michael if he has any updates from side of senate, Michael said there is nothing new.

Jacob: The UoM Act subcommittee will be invited to the meeting once it is set with the minister



## 5. Photos for Student Rep Campaign

Jacob said that the dates 15th and 19th have been chosen to take photos for this – these will be put on fb group and people can see which dates they are available.

## 6. Undergraduate Regulations

Jacob: Explained that the changes being proposed are twofold: they are increasing referred units to 12 ects

Matthew: do medicine have this aswell?

Jean: No

Robert: There are different regulations for medicine

Jacob: They are also keeping capping at 45 and 4 attempts – many people giving in sick notes for exams, they want to remove these. Sick notes will not be counted even if student was genuinely ill.

Robert: The first proposal was 4 attempts without capping.

Michael: Keep in mind that these are not 2 different proposals, they are the same one and we cannot pick what we want.

'Alfred Vella doctrine' – he believes that what you have worked for you should not lose, so he argued for removal of doctor's certificates, and 4 attempts without capping  
Additional year can be allowed after each year. However this was not passed through senate, sent back for revision. Did this pass though individual faculty boards?

Nico: Arts, yes

Kaitlyn: FHS, no

Robert: Registrar asked for feedback on this.

Jacob: The first part about 12 referred credits did not seem to have any issues

Alex: So if you are sick first time, it is automatically capped?

Michael: Yes

Matthew: What if you are really sick?

Gill: There is nothing to do

Michael: there is still a system to appeal capping, and this will remain

Gillian: if everyone is going to start appealing cappings, might aswell keep certificates.

Jean: In medicine, tighter regulations will be enforced for doctor certificates .

Michael: There is a whole committee to approve certificates.

Robert: I understand why University wants to remove certificates, but the proposal is a disadvantage for those who are actually sick. If someone does not want to come to an exam, they shouldn't be forced to, but if they are actually sick it should not be capped.

Eman: Would it be possible to get a number of doctors who are employed to give certificates?

Matthew: So whenever you do the first sit, even in February, no capping. German system



Robert: I think the best way is this: you can lose as many attempts as you want, but there is no capping. If once you sit, you fail, then there is a capping on the next sit e.g. 1st session didn't go, 2nd didn't go, third went and failed, 4th has capping Capping only starts to count as soon as you sit and fail. Amount of certificates is sometimes in thousands, it is becoming ridiculous.

Eman: Because of the average on some of our subjects, it is better for us to be able to put in a certificate and do first sit in September.

Robert: This is the fairest option.

Matthew: So you are removing certificates but still without capping on first attempt, whenever you do it.

Robert: We would still need to make sure that people who were very sick all 4 times still have an appeal system. In these extreme cases these students must be given other sits.

Alex: Will there be a board that controls it?

Michael: There is always a board for exceptional circumstances.

Jacob: Don't you think that a lot of people will be appealing?

Gill: I don't think anyone is going to go through the hassle of missing all 4 sessions and then appealing it.

Kaitlyn and Hanin: agreed

Kaitlyn: At University level we cannot treat students like babies.

Matthew: What about subjects with an average? Can you do the exam again to get a higher average?

Gill: In our faculty, if you do not get the average to get honours, you have an additional year

Rob: They are going to be introducing this in our year as well.

Jacob: With the proposal, the additional year can be granted every year, but one grade will be lowered from final classification

Eman: So if you want put up your average, you have to do the whole year.

Gill: yes

Nico: during faculty board about additional year, a lot of lecturers agreed that lectures are not compulsory in additional year.

Matthew: so if the courses work on a cycle, you have to repeat two years to sit for a resit?

Gill: No, because you can still do the exam without lectures.

Hanien: What about the case where a unit can only have the exam in one assessment mode? E.g. one unit where if you miss 3 lectures you automatically fail

Kaitlyn: What about exams in the form of an assignment: you do not get the title before deadline, because lecturers give enough time for students to do assignments. What if they do not give enough time for a resit?

Jacob: This should be brought up by faculty board in the case that they become an issue.

Michael: This should have been discussed in everyone's faculty board before October



Jacob: If this has not been brought up, reps should bring it up themselves in faculty board.

Michael: Kaitlyn's issue must be discussed as a separate issue.

Kaitlyn: FHS had made a regulation that at around 2 months, all assignment titles come out.

Yacopo: Shouldn't this depend on the weighing or credits of the unit?

Jacob: There should still be a set rule of minimum amount of time to have title

Gill: Faculty of arts passed rule that titles must be given within first 10 weeks of semester.

Jacob: Let's take this up later as a separate issue.

Dirk: This issue is in all faculties in my experience. If you speak to the lecturers, and it's too soon, most will agree with you and give extension. Such an issue may not be suitable to be taken up to faculty board.

Jacob: this is an important point, we should collect everyone issues on this topic and start by talking to lecturers. If problem is not solved, then it goes to faculty board.

Kaitlyn: In one of our cases, the dean had to give a deadline to a lecturer to give the title

Jacob: Many lecturers will be agreeable if dealt with directly. Back to the regulations, do we agree with what Robert said?

Eman: We have a separate issue; in our faculty, third years need to have average of 65 to take honours.

exam period should be lengthened, e.g. 4 exams in 48 hrs is too much. I tried to talk to the staff about this, but no solution was reached. E.g. 6 days in a row with an exam on each day – some students came to me and said they will give in a certificate as it gives them more chance. Even in second year they are close.

Jean: This should be handled internally – e.g. in our third year the exams are spaced out in June.

Eman: Second semester is not a problem, the first semester is.

Alex: This year is worse than other years, I think it is more cramped

Eman: Secretary said if this is a problem that is recurring it should have been brought up before. This is why many of them prefer to give in a sick certificate.

Dirk: An 8 credit exam is sometimes split into two – another option is to put two subjects with low credits together into one exam.

Eman: The faculty tell students that they cannot do anything and they must speak to registrar.

Robert: The exam period is never going to be extended.

Eman: And because of the amount of different subject combinations, any change will create a clash at some point.

Hanien: The system cannot ignore the units that are not yearly by having a long exam period only during June.

Eman: Majority of study units are 50/50 assignment and exam – students end up going for exams and still have assignment deadlines.



Matthew: if they are following the rules of the amount of words to be typed in an assignment per ects, this should not be a big issue as the 50 percent assignment is not a lot of words.

Eman: When I asked whether it would be possible to extent by two days, there is too much hassle with expenses of invigilators.

Dirk: You have some units which are serviced, you cannot have these going on and some have stopped already

Gill: This cannot happen as the faculties cannot be going on with exams while other faculties have started lectures.

Michael: This should be raised in faculty board, and if they agree they take it to registrar as a faculty.

Jacob: In this way you would be putting pressure for the decision to be made.

Gill: Do they hold exams on Saturday mornings?

Eman: Yes, and some asked if they can do on sat afternoon as well. Dean said this is impossible to do as secretaries and admin will not come in on a sat afternoon.

Jacob: Best way is to be approved first in faculty board.

Dirk: Before taking to faculty board, first collect all feedback, and then come with all problems and one holistic solution to be offered in faculty board, otherwise each problem will be shot down one by one.

Kaitlyn: Check if they are abiding to rules of ects, as we once had an issue like this in our faculty

Robert: Best way to go: all 4 attempts are offered, it is up to students to decide when to go, and capping only starts to count if you fail one sit and need to resit it again

Matthew: can you have resits in the June session from a failed unit in January

Michael: No

All agreed with Roberts's suggestion.

Jacob brought up the second issue about undergrad regulations in Medicine; you are not allowed to refer units more than once in pre-clinical and clinical years.

Jean: too much of a difference between 2nd and 3rd year and if you do not wrap up, it will not benefit you to take up referred credits

Gill: We are not saying that you take from 2nd to 3rd (pre-clinical to clinical), but being allowed to refer more than once in clinical years.

Jean: We do not really have any complaints about this because it is too difficult to take referred units to 5th year.

Robert: if you have no complaints then it is not an issue.

Jean: it is more of an issue that you cannot do a resit in June of a January exam, as students cannot start working if they have to wait for a September resit

This was once petitioned, but shot down.

## 7. Vote on Standing Committees



Jacob read out the committees as they are being proposed.

Matthew: tourism, travel and culture – should this go with commerce?

Dirk: there are interchanging parts and where do we draw a line?

Robert: if tourism reps had a problem, they should have brought it up when this document was originally proposed.

Vote –

Abstentions: none

Against: none

In favour: All

NAOMI NOT PRESENT – CARLA PRESENT

#### 8. Standing Committees to discuss faculty regulations and placement

Jacob: by the end of this week we will try have the heads of standing committees in place and have a short meeting in each place. We would like them to talk about BOS regulations, and faculty issues. Placements should also be discussed.

#### 9. Attendance to KE Meetings

Jacob: Floor is open to everyone to attend and many reps are more than one for each faculty so they can inform each other. We are going to start being strict with regard to voting, proxies etc.

#### 10. Students' Charter

Jacob: The student's charter needs to be reviewed.

Matthew: does this really apply for all students? Is it effective?

Robert: We need to make it effective.

Matthew: is the university obliged to comply to this?

Jacob: these are the things that need to be looked at.

Michael: Isn't there a committee for this?

Robert: But they have not met in a long time.

Michael: but are they discussing this, or are we going to start the discussion?

Jacob: We are starting this ourselves.

#### 11. Mentorship Scheme

Carla explaining mentorship scheme: some faculties already have this kind of system GIC wants to impose this, not voluntary for anyone. Students will meet with their mentor in fresher's and at least once every semester, like a personal tutor.

Who agrees with this?

Jacob: the biggest problem was big faculties cannot have 6 people per lecturer



Gill: The biggest problem for me is the proposal to help in personal development. They should be instructed to tell students to seek counselling in case of issues such as these.  
 Jean: I don't think there should be an open door policy for personal issues.  
 Alex: This used to happen when I was in faculty of science. Personally I had a problem that there wasn't a sort of 'initial meeting' to get to know the lecturer.  
 Michael: I agree with Gillian, but some lecturers might notice some issues with their students and refer to counselling.  
 Carla: I think it may be helpful for some students if the lecturer tries to help.  
 Gill: Some lecturers may not be qualified to help and not even notice any issues.  
 Dirk: I propose only for first year, since the biggest problem is transition into University for most students.  
 Alex: I know of a student who kept meeting with a mentor after University even once they have graduated.  
 Jacob: This cannot be forced however, there must be a spark.  
 Carla: I agree with Dirk.  
 Hanien: We have this system in place in our faculty only for first years.  
 Jacob: Open door policy should always apply  
 Gil: Does everyone agree that it should be for first years?  
 Jean: I don't think you should have it compulsory even for first years.  
 Hanien: First meeting that takes place between academic advisor and student is compulsory, rest of meetings are optional. I don't think the rest of the meetings should be compulsory.

## 12. Career's and Conference brainstorming

Jacob: Started to speak about ideas for conference.  
 Gill: Best to explain this to new reps.  
 Jacob: Explained conference to new reps. We want the input of all of you in this, and we are also going to be getting speakers from abroad and from ESU.  
 Matthew: do we have a date?  
 Gill: Prob 21st april, but will check.

Jacob: With regards to Career's, we also want to have reps involved in this and we have a different idea for it this year. We already have some confirmed students from secondary schools, and will be focusing more on research.  
 Gill: Most important to have ideas of companies for subjects that are not common in careers eg. Social policy and earth systems.  
 Jean: with regards to medicine, it is possible to find someone from abroad to talk about practicing health in another country.





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