



## KE Meeting 1 - Minutes

Date: 10th August 2018

Time: 1830 hrs

### Attended:

Jean Claude Scicluna	Naomi Attard	Carla Galea
Gabriella Sutton	Julian Demicoli	Matthew Vella
Clint Meli	Yvette Farrugia	Yacopo Baldacchino
Hanien Alouzi	Bernard Micallef	Amy Christina Slater

### Excused:

Duncan Muscat	Nicola Kirkpatrick	Patrick Gatt
Matthew Pulis	Alexander Hili	Robyn Vella
Lara Attard		

### Absent:

Nigel Micallef	Michael Piccinino	Daniel Vella
Denis Muscat	Joslyn Saliba	Martina Tabone
Kyle Mangani	Adam Pace	Lara Cuschieri
Martina Camilleri	Eman Haber	Owen Micallef
Eunice Bonello	Dylan Mercieca	Nathan Gatt
James Attard	Kaitlyn Byrne	Jason Micallef
Jacob Portelli	Francesco Refalo	Keith Pace
Damian Cuschieri	David Mallia	Matthew Galea
James-Nicholas Grima Delia Spiteri Cornish	Julian Bonello	Shanice Borg
Fr. Sinclair Bugeja	Anthony David Brincat	Yolande Newton
Anthony Rizzo	John Montebello	Nathan Grech
Johann Aguis	Jean Karl Micallef Grimaud	Cody Galea
Sean Ellul	Noemi Said	Generoso Seychell
Tiziana Gatt	Deandra Cutajar	Christian Cordina
Omar Shamala	Naomi Baldacchino	Owen Grech
Eman Mifsud	Terry Duca	Andrew Pisani
Anabel Muscat	Maria Azzopardi	Mark Borg
Neville Decelis	Daniel Formosa	Julian Chirchop
Husam Alibahlani	Owen Micheal Grech	Gabriel Mallia
Rachel Galea		



Meeting started at 1840 hrs for registration.

1. Approval of the agenda  
All attendees in favour
2. Approval of previous minutes  
Amy pointed out that there was no attendance sheet.  
Jean Claude: we will approve them in the next KE meeting  
Decision approved by all members.
3. Brief introduction about KE this year - Google calendar for reps  
Important dates and events and the use of google calendars were discussed and approved by members. Encouraged to give feedback on any upcoming events and initiatives. Importance of attendance to KE meetings was stated and encouraged to notify fellow student representatives.
4. Important KE dates for academic year  
Dates were stated and will be added to the google calendar in due course.
5. Viewing Gallery - Student Organisation Education Officers  
The viewing gallery is already open for anyone to attend, however this year we will be formally inviting the academic and education officers of every organisation to attend. This will allow the organisations to be up to date with issues related to education and ongoing discussions. Furthermore, the student representatives can discuss the situation with the academic officers. Academic officers will not have a vote as per standing orders.  
Yacopo: This is a good initiative especially if the student representatives do not attend the KE meeting.  
Hanien: I suggest to invite student representatives on other boards and class representatives too.  
Amy: Maybe put all KE meetings as a public event.  
Yvette: I agree, they cannot know that there is a meeting if it is not made public.  
Matthew: And yet the student representatives know about it however they did not attend.  
Carla: If they are interested they should attend, however I disagree to do it public. Add them to the group or notify them any other way. With regards to important issues, the student representatives should invite the other representatives to come to the viewing gallery  
Amy: can we ask the faculty officer to send out an email? - no objection



Vote: To formally ask academic and education officers to attend the meeting?

Votes: All in favour, none against, no abstentions

#### 6. Graduation Speeches Board

Just like previous years, the Education Office will take care of the graduation speeches. The board will be made up of 5 student representatives to approve, discuss and interview the candidates. Further details and applications will be sent out at a later stage. Interested: Amy, Gabriella, Yacopo and Clint.

Amy: Would it be an issue if I know the person who submitted the speech?

Jean Claude: Not a problem.

#### 7. Student Rep Promotion

The Student representative campaign was discussed and how student representatives can be involved.

Yacopo: There was a stand at last year's freshers' week.

Gabriella: Weather did not help.

Amy: Maybe we can be part of the organisations' stands.

Yacopo: Stand is too small.

Yvette: People might get confused.

Matthew: Maybe the faculty should send an email to the freshers about the student representatives.

Julian: Student representatives should be part of the introductory meeting

Hanien: Introductory meeting is best.

Naomi: Have you ever been invited to this meeting? - None.

All agreed to send email to faculty.

Gabriella: We should be more specific when we upload photos or posts, what we are and what do we do.

Amy: This makes prospective reps to be more willing and interested to join.

#### 8. Bologna Process

We suggest that you know a bit about the bologna process and keep yourselves updated. Brief explanation on what the Bologna Process entails.

Naomi: Does the Bologna Process affect your faculty in any way?

Julian: Marketing they have a problem, however they still manage to apply for masters.

Hanien: we have a problem too.

#### 9. KE freshers' guide

This year will not be issuing any handbooks, however a QR code will be available in the KSU diary for all the student's needs. Please give us what you would like to include on the page.

Julian: Good initiative and it is important to keep it very simple,



Naomi: Agreed.

Hanien: We need to promote it as much as possible.

Matthew: We should use the associations to promote the QR code and us.

Yacopo: We should contact the associations and leave it up to them how to promote.

Julian: Can we get more information so that we can give feedback on the QR code?

Jean Claude: Yes, hence why we have the facebook group.

#### 10. Assignment Submission Deadline Policy

We would like to know about the submission of deadlines from your faculties how it is, the reason being that we will be discussing these issues with the administration of the University of Malta.

Matthew: some of the lectures give us the deadline two weeks before the exams.

Amy: syllabus is given to us from the beginning of the year. We could encourage the deans to do the same.

Carla: It depends on the faculty.

Amy: We should strive to make things like these more transparent.

Hanien: Approval of assignments is long, maybe they should approve before the study unit and the lecturers choose the deadline of the assignment according to the approval date.

Julian: I think the assignments should be available straight away.

Matthew: Exam week should not be about worrying on the assignments, but studying for the exams. I think this should be part of the policy.

Carla: Naomi and I were present for the meeting with the registrar and she said that we can form a policy and present a motion.

Gabriella: It cannot be standardized as biomedical have assessments and in the Faculty of Health Sciences they have placements.

Carla: I think we should check on a departmental level and see what we can apply.

Amy: Should we ask the faculty board regarding this situation?

Naomi: Yes of course.

Yacopo: For us it is difficult as we have reports.

Carla: I think that does not apply.

Naomi: Therefore, check within your faculties and give us an answer at a later stage.

#### 11. Public Speaking and Presentation Workshop

As a KE workshop this we will be tackling public speaking and presentation skills, a date is not set yet, however we will tell you in due course. We are planning to do this as the majority of the courses are required to give a presentation at some point and the students are very interested.

Yvette: Beginning of the year is much better.

#### 12. How to series

This will be a series of videos and workshops on student's academic and career needs.



### 13. Standing Committees

You are encouraged to apply to be heads of standing committees, which are focus groups according to your faculties. Application will be sent out next week.

Hanien: Social wellbeing does not go under Health

Naomi: we will look into them and make the necessary amendments, if you think that your faculty is not placed under the correct standing committee, please inform us and we will discuss it in the next KE meeting.

Amy: Mine is not under the correct standing committee.

### 14. Student Charter/Collective agreement Subcommittee

Jean Claude: We will be asking you to form part in these subcommittees to discuss the situation as it is and the way forward.

Naomi: As you might already know, KSU published a PR on the current situation of the issuing of the results. Currently, there is the collective agreement, however it is very vague on when the deadlines of the publication of the results should be. As you might know, correcting of exam papers and publication of results needs to undergo a particular process, including a approval by the board, to prevent bias, then following approval, it is then sent to the registrar for publication. Although there is this process, this does not justify late publication of results or a lengthy wait.

Clint: I think from first year they publish the results in March.

Amy: I think the June/July ones are more important before the registration day.

Naomi: And the resits as well.

Matthew: I think it should be imposed on the lecturers themselves as some leave correcting for the very last minute and grading might not be fair.

Carla: Do you think it is reasonable that the lecturers have three weeks to correct?

Matthew: Depends what the study units are. If the study units are straight forward no need.

Carla: The results are published nearly at the same time, so if you do your exam in the beginning of may, it will be published close to the deadline.

Clint: Ours came out all together.

Yvette: Even ours.

Matthew: it might take long because of the department.

Yvette: In medicine, they know the results straight away as they put the MCQ answering sheet in the machine and they know by the next day.

Hanien: Our thesis came out 2 months after.

Naomi: Do you think that it is better staggered or come out all together?

Clint: I think it is better if I know everything straight away.

Gabriella: In our faculty, for final year for sure, they need to see the results altogether, hence I do not think it would be ideal to be staggered.

Carla: I think this should be tailor made.

Matthew: I think it should be strict to all lecturers, and enforce a particular time.

Naomi: you mean a specific date?

Matthew: More like a specific time, maybe week.

Hanien: Maybe the faculty should inform us when the results will be out. This was done in our final year.



Amy: we had our results in just one day, might as well they tell us the date.  
Carla: the term paper is an issue, 3 months later and the results are not yet out as there is no enforcement.  
Naomi: therefore ideally they publish the date from beforehand. We can take more information from the standing committee.

#### 15. Library Basement Study Area (OH Area)

Motion from previous KE to discuss it today. We are working to get a 24/7 study area and we are thinking of the Library basement. They need only a little refurbishment and can easily become a good area to study. Night time study area will be in the OH as common room is currently under refurbishment.

#### 16. KSU Majjalata

Will be held on the 23rd of August and student reps eat for free.

#### 17. Other matters

Julian: We still have problem with the past papers and reason we got is that they use the same questions year after year.

Gabriella: Same as Faculty of Health Sciences.

Yvette: Medicine do not give either as the questions are used over and over again.

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Naomi: Resit timetable - please answer poll so that we can send to the faculty officers in order to get the timetables published as soon as possible.

Matthew: Yes, as I have heard complaints from the students in my faculty.

Meeting Adjourned.