

Student Representation and Engagement Policy

September 2023

Version 1.1
Approved by the Board of Governors

Introduction

The UK Business College (“UKBC” or “College”) is committed to ensuring that students are provided with the opportunity to contribute to the shaping of their learning experience, individually, collectively and through the Students’ Union.

In the context of this policy, we subscribe to the QAA’s definition of ‘student engagement’ as being ‘the participation of students in quality enhancement and quality assurance processes, which includes but is not restricted to the representation of the student view through formal representation mechanisms.’

Scope

An essential aspect of the student’s learning and teaching experience at College is the existence of input and feedback processes through which students can evaluate and impact their learning experience.

The College will provide opportunities for representatives to have input into discussion and to present student feedback in appropriate forums, both formal and informal.

Principles

The College engages with student representatives and uses the student voice to both identify and resolve emergent issues, but also enhance all aspects of the student experience. Students play an essential part in the College’s decision-making processes.

The UKBC is committed to student representation and participation through:

- a) the establishment of Student Representatives;
- b) the participation of students in matters affecting their interests at both the campus and College-wide level;
- c) the provision of opportunities for students to have input into the direction and coordination of campus activities and events;
- d) the establishment of recognised means of communication between students and the academic and administrative arms of the College;
- e) ensuring processes are in place that encourage and promote equity and fairness to all students of the College in decision-making; and
- f) its Student Union

Student Representation

Representation in Committees

One of the keyways in which students can have an impact on their learning and teaching experience is through participation as student representatives in the College's committee structure.

Student Representatives

Student representatives are elected by their peers to represent their class, cohort, level, or another identified group of students within the College community.

Course Committees

Students, or their elected representatives are invited to specific meetings or events to share their views and feedback. These meetings may focus on the delivery of a course or draw together students from a whole College. These events are held regularly throughout the academic year and are scheduled in advance to allow representatives to gather feedback from other students in advance.

Student voice mechanisms available to all students

The student representative system is a central and critical part of shaping the student experience. In recognition of the challenges some students may face in engaging with these formal mechanisms, there are also several ways in which the College gathers feedback and opinions from students that compliment and informs this representation system. opportunities include:

- End of module feedback

Student Union Coordinator

The Student Union Coordinator provides ongoing training to the Student Representatives and act as a key liaison point between Student Representatives and the College.

Training of Student Representatives

Student representatives will receive training and support, normally, during their first academic term in office.

The Student Charter

The Student Charter sets out the ethos of the UKBC, what is expected of you and what you can expect of us. It is reviewed annually.

Policy Review

This Policy will be reviewed every year unless there are internal or legislative changes that necessitate earlier review. The Policy will be approved by the College's Board of Governors.

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