



Meeting of the Student Panel
Date Tuesday 27 June 2017
Attendees City Lit: Libby Tooke-Mitchell (LTM), Karin Kalfus (KK), Wendy McKaig (WM), Clare Abbott (CA)
Student Panel: 13 panel members attended.
Notes Melanie Headley (MH)

Summary of actions and decisions to be communicated

Actions/decisions from this meeting		Who	When	Progress
1.0	Executive update (WM)			
1.1	The Leadership Forum launched 3 weeks ago and is made up of the Executive team and 25 leaders from across the college with a view to tackling some of the challenges faced by the college. The first meeting focussed on the centenary, how we engage a wider range of stakeholders and fundraising. The forum looked at how income streams could be diversified in the face of funding uncertainty and devolution. Responsibility for further education (FE) sits within the Department of Education and City Lit continues to lobby the government and London Mayor's office.			
1.2	The Mental Wealth Festival , which is a key event for the college, is now in its third year. The festival will run 12 – 14 September 2017. City Lit will be partnering with a number of organisations such as Rethink and BUPA. Rethink is a mental health charity and a major stakeholder who are known for their 'Time to change' programme, which is working towards an end to the stigma and discrimination experienced by people with mental health problems and BUPA are health plan providers. There will be a range of events taking place at Keeley Street as well as in Parliament. Tickets can be booked via Eventbrite. The Mental Wealth Festival is brought to a close by the adult learner celebrations, where the achievements of both students and staff are recognised.			
1.3	New discount: There is an awareness that the under 30s are not well represented within the college. This is not because they are not interested in the offering, but because this demographic are time and cash poor. In order to attract them, an under 30s			



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discount will be added to the current range of discounts on offer e.g. senior fees, concessions.

- 1.4 **Open day:** on 8 to the 10 September, the college will be hosting an open day for anyone who may be interested in studying at City Lit. There will be taster sessions, exhibitions and staff will be on hand to offer advice and guidance.
- 1.5 **Science courses:** The science programme is small, but is growing. The recent astronomy day, which took place on Saturday 24 June proved popular. City Lit has partnered with UCL to deliver courses and talks at Keeley Street and also at their observatory in Mill Hill.
- 1.6 **Diversification:** The ESOL team recognises that some people who have a need to develop English as a second language may struggle to get to classes because they work. City Lit is going out to employers to deliver courses and have partnered with 3 cleaning companies so far.
- 1.7 **Engaging the homeless:** City Lit has a rich history of working with the homeless sector and have undertaken a number of projects over the years, however this has diminished in part due to funding constraints. City Lit is partnering with Thames Reach (a London based charity helping homeless and vulnerable people to find decent homes) and will be seeking funding from the Big Lottery Fund. This exciting project is in its early stages and aims to help homeless people to progress with the support of college courses.
- 1.8 **Spanish Festival:** For the past 2 weeks (12 – 25 June), City Lit has been hosting a Spanish Theatre Festival. Professional theatre companies come over from Spain and there are a number of talks and events, attended by drama/ language students and members of the general public. The festival was put together by a City Lit tutor, Marivi Rodrigues Quinones and is the biggest one to date.
- 1.9 **Devolution:** Funding will be devolved to regions across the UK. The executive team are attending workshops to ensure that they are engaging with the right people to reinforce value and importance of City Lit and ensure continued funding.
- 2.0 **Q & A**
- 2.1 **Q:** What about The Big Issue? I haven't seen anything in there about City Lit. John Bird is now part of the House of Lords; he would be worth talking to.



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A: We have worked with them in the past. They have their own learning programme for vendors. We hope that should the bid for funding from the Big Lottery fund prove successful, we would look to engage and partner with other organisations who can best promote courses to the homeless.

John Bird has given a talk here and he was also part of a panel at Parliament for the Mental Wealth Festival, discussing what kind of interventions work best for supporting those who are on the street and vulnerable. We already have links and will certainly look into that.

3.0 Panel activities

3.1 How would you describe a quality learning experience?

Introduction - WM has been in the role of Assistant Principle with a responsibility for quality, since April (2017). There has been the realisation that feedback has not been sought from students regarding what 'quality' means to them. Quality has been looked at through the prism of the Common Inspection Framework. The student feedback may be similar to the inspection framework, however it may not.

3.2 Activity 1: What information do you need before your first lesson?

3.3 Activity 2: Describe the ideal first session (i.e. how tutors induct students onto their course).

Thinking about the next course that you are planning on taking, bearing in mind the diversity of our students, list the top 5 things the you want the tutor to tell the class about in the first 30 minutes of the first session

3.4 Activity 3: Each group discussed one of the following:

3.4a Thinking about teaching style / methods – what makes an excellent session and what makes a boring session (This might also include something around the range / mix of activities that teachers use

3.4b How do you know if your tutor is a subject expert?



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Thinking of your classes this year, do you think that your tutors real world experience is regularly brought into their teaching?

3.4c How important is:

- The class dynamic
- Learning from other students

Do you have any examples where a teacher has effectively enabled this?

3.5 **Activity 4:** Describe the kind of resources a teacher should use to deliver an excellent learning experience. How much do you expect digital technology to be a feature of your learning experience?

3.6 **Activity 5:** Imagine you've enrolled onto a course. You have told us about your previous experience and what you want to achieve on the course before it starts.

- How would you know that the teacher has read it and used it to prepare the course
- How would you want your tutor to use this information?
- How do you know if your tutor thinks you are doing well on the course

3.7 **Activity 6:** What extra resources and activities do you expect / would you like to allow you to keep learning outside of the classroom?

4.0 **AOB**

4.1 **Farewell**

This is the last meeting of the (academic) year. For some panel members, this will be their final meeting as they have reached the end of their (3 year) term.

The panel member that are leaving were thanked for their valuable contributions to the panel and for their involvement in other areas of the college.



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Whilst they will no longer be members of the panel, they were reminded that their feedback is always welcome.

4.2 Updates

Updates regarding on-going projects will be circulated to panel members via email

LTM 11/7/17

4.3 Survey:

LTM thanked those who completed the survey regarding refunds and transfers, and assured the panel that the feedback will be used. An update regarding the results will be circulated (see 4.2)

4.3 The next meeting will be scheduled for January. Panel members will be contacted in September to ascertain whether they wish to continue attending the meetings. Recruitment will also begin in the coming year to return the total number of panel members to 20.

Date of next meeting TBC