

Student Dean Forum Term 2 23/24: CCW Design			
Date of forum: 28/02/24	UAL Staff in attendance:  Simon Maidment, Dean of Design  Samantha Elliot, Associate Dean of Student Journey	Arts SU Officer in attendance:  Lexa Barbulescu	Arts SU Staff in attendance:  Lee Anderson, EQC
Number of student reps in attendance: 18			

**Theme:**

Deans, College Officers, and Student Reps were asked for any points they wished to raise on the agenda in advance. Topics raised included: cost of study and the free soup offering. Technical resource feedback was suggested but was not included on the agenda due to time constraints

Topic	Feedback from Course Reps
Update from Lexa, CCW Officer, and Deans.	<ul style="list-style-type: none"> <li>Lexa and Simon clarify the purpose of SDFs for Course Reps: this is a space for raising and resolving issues that relate to students' academic experience specifically.</li> <li>Samantha: When we had the last Student Dean Forum, Course Reps raised the lack of access to community spaces. From next week on Tuesdays and Thursdays, the annex will have refreshments and board games until 8pm, with the support an additional Arts Temp.</li> <li>Lexa: During the last Student Dean Forum, will also spoke about implementing a gallery space. This is ongoing and we look to expand the space to accommodate this in time for next term. I will also be conducting a Community Building review for CCW to look at the initiatives taking place at course and college level.</li> <li>Lexa: Studio spaces - currently a survey put together with Arts SU is open until the 25th March that covers the access students have to studio spaces and workshops during term times and breaks. This is open to all UAL students. Here is the link: <a href="https://www.surveymonkey.com/r/DTZS58S">https://www.surveymonkey.com/r/DTZS58S</a></li> </ul>
Printing at Camberwell College	<p><b>Students:</b></p> <ul style="list-style-type: none"> <li>The printing facilities at Camberwell is not working and needs replacing. Currently, we are having to print our work elsewhere.</li> </ul> <p><b>Simon Maidment, Dean of Design:</b></p>

	<ul style="list-style-type: none"> <li>• We need to take this away and address whether expecting students to print their dissertations conflicts with our Climate Action policy.</li> </ul> <p><b>Students:</b></p> <ul style="list-style-type: none"> <li>• We do benefit from printing our dissertation, but we could adopt more sustainable methods e.g. recycled paper.</li> </ul> <p><b>Simon Maidment, Dean of Design:</b></p> <ul style="list-style-type: none"> <li>• We have MFD Printers, but we seem to be at a loss for who is responsible for serving these devices. I will take this away and try to find out what we can do.</li> </ul> <p><b>Students:</b></p> <ul style="list-style-type: none"> <li>• The main issue is that printers stop working or it prints spots on people's work and defaces the pages. We need to do a lot of experimentation in our course, so having this printer accessible allows students to quickly be able to test ideas. But this also means the printer is getting used a lot so breaks down quicker.</li> </ul> <p><b>Simon Maidment, Dean of Design:</b></p> <ul style="list-style-type: none"> <li>• Three problems: capacity, quality and appropriateness. I will take this forward and investigate.</li> </ul>
Access to Adobe Suite	<p><b>Students:</b></p> <ul style="list-style-type: none"> <li>• We had to pay for an Adobe subscription. A lot of other universities provide it for free, can this be extended to us as students?</li> </ul> <p><b>Simon Maidment, Dean of Design:</b></p> <ul style="list-style-type: none"> <li>• I have taken the Adobe Suite proposal to the Exec Board at UAL. We're trying to work out what is equitable across all subjects and disciplines, because making Adobe free will set a precedent that comes with wider cost implications for UAL's budget. I'm happy to follow up on this and emphasise that it's an important issue for students. As a school, I can't action on this independently. I have considered a different provider, but we can't do that because of the security integrity issues around 'free' software.</li> </ul> <p><b>Samantha Elliott, Associate Dean of Student Journey:</b></p> <ul style="list-style-type: none"> <li>• Going forward, we will include a more detailed breakdown of software prices for course requirements on our website alongside the syllabus, including the price of Adobe. We've had a lot of conversations about making cost of study explicit. This is something I've already followed up about re kit lists on course pages in time for when students arrive to study in September this year. The sooner the students know about upcoming costs the better. If it's not there yet, it will be very soon.</li> </ul> <p><b>Lexa, CCW Officer:</b></p> <ul style="list-style-type: none"> <li>• There may well be a piece of research that I, on behalf of the Arts SU, can conduct into transparency/visibility of material costs. This connects to the wider topic of cost of study which is</li> </ul>

	a major concern for students. I will follow up with Samantha about how we might work together on this.
Photography Studios at Chelsea, opening hours.	<p><b>Students:</b></p> <ul style="list-style-type: none"> <li>We would like greater flexibility around opening times of Photography Studios. The studios are in the B Wing, 3rd Floor of the Chelsea Campus and there is one room that we have to book individually. We need to do a lot of photography of our physical models and put these into our portfolios.</li> </ul> <p><b>Simon Maidment, Dean of Design:</b></p> <ul style="list-style-type: none"> <li>I will follow up with Charlotte in Technical Resources about giving students enhanced access to this space and will report back.</li> </ul>

Assessment submissions for Product and Furniture Design	<p><b>Students:</b></p> <ul style="list-style-type: none"> <li>Some submissions in Product and Furniture Design in Year 3 are physical via a USB stick. For example, our submission for Unit 9 were physical submissions, but it seems feasible that these could have been submitted online via Moodle. When we spoke to our tutor, they said he couldn't change the submission format. Could you look into this?</li> </ul> <p><b>Simon Maidment, Dean of Design:</b></p> <ul style="list-style-type: none"> <li>Yes, I will look into this; it may well be feasible to make this an online submission.</li> </ul>
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Feedback on Student Dean Forums.	<p><b>Lexa, CCW Officer:</b></p> <ul style="list-style-type: none"> <li>Question for Reps: How do you feel about the format of SDFs? Is it working for you? Is the way we solicit/share feedback working for Reps and students?</li> </ul> <p><b>Students:</b></p> <ul style="list-style-type: none"> <li>Padlet would be useful for raising certain issues. It makes it easier to document issues and remind people of ongoing issues across multiple sessions.</li> </ul> <p><b>Samantha Elliot, Associate Dean of Student Journey:</b></p> <ul style="list-style-type: none"> <li>I like in person meetings, but these create an added expectation for students to travel to a different site to attend, so online is more accessible in this regard.</li> </ul> <p><b>Simon Maidment, Dean of Design:</b></p> <ul style="list-style-type: none"> <li>Miroboards are also helpful. They enable Reps to submit ideas without being instantly held accountable in real-time, which opens up access and broadens discussion. Agree with Samantha about sessions being online.</li> </ul>
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Outstanding Rep topics raised but not discussed:	<b>Students:</b>
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Studio/ Workshops  &  Hardship Fund	<ul style="list-style-type: none"> <li>• Studio space/Workshops: We have finally managed to secure studio space at Milbank. However, we have been told it will likely be closed for the holidays.</li> <li>• Hardship Fund: This is a fantastic fund, but we're having to supply bank statements and detailing out spending can be quite disheartening for households who have a low income. Is this strictly necessary?</li> </ul> <p><b>Simon Maidment, Dean of Design:</b></p> <ul style="list-style-type: none"> <li>• I will follow up on the issue re Hardship Fund with your Course Leader and Executive Board.</li> </ul>
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**Action Log for School Dean & Students' Union**

Actions for School Dean /UAL Staff	Update on Progress
Printing: Simon Maidment to investigate who is responsible for servicing MFD printers at Camberwell to address issues of capacity, quality and appropriateness of printing.	
Adobe Suite: Simon Maidment to raise question of free access to Adobe Suite again with UAL Executive Board and feedback to Reps.	
Photography Studios in Chelsea: Simon Maidment to follow up with Charlotte (Technical Resources) about giving students enhanced access to studio on B-Wing, 3 <sup>rd</sup> Floor.	
Assessment submissions for Product and Furniture Design: Simon to follow up about changing physical assessment submissions via USB online submissions via Moodle.	
Hardship Fund: Simon to follow-up with Course Leader and Exec Board about simplifying application process for Hardship Funds for students so it is less invasive.	
Actions for SU	Update on Progress
Lexa (CCW Officer) to follow up with Samantha Elliot (Assoc Dean of Student Journey) about carrying out research into material costs for CCW Design students and new starters.	