



COURSE REP TRAINING



2025 2025 2025 2025 2025 2025 2025 2025

**MEET THE
TEAM**



BIANCA HOLLAND

EDUCATION AND COMMUNITY
OFFICER

bholland@glos.ac.uk



STUDENT VOICE COMMUNITY ORGANISERS



Maisie

FCH

mburchill1@glos.ac.uk



Emily

City

ebraund2@glos.ac.uk



Callum

Park

cjones29@glos.ac.uk

CORE STAFF



Laura Ballard

Advocacy and Campaigns
Manager
lballard1@glos.ac.uk



Drew Humphry

Student Voice and Campaigns
Coordinator
dhumphry@glos.ac.uk

COURSE REP ROLE



- Gather feedback from your classmates on their learning experience
- Share ideas and concerns with lecturers and course teams
- Attend course evaluation meetings to discuss feedback and solutions
- Work with the SU to shape campaigns and priorities through education and community council.
- Celebrate wins and keep students updated on progress



GETTING FEEDBACK



COURSE EVALUATION MEETINGS

WHAT ARE THEY...



You will be collecting feedback for your ACL for Course Evaluation meetings
3 points in the year

- Mid Semester 1
- Mid semester 2
- End of semester 2

Course Evaluation meetings happen before or after Progress week generally.

COURSE EVALUATION MEETINGS

WHAT FEEDBACK TO GET...



Semester 1

It's when you and your ACL will sit down and talk about the course with the feedback you have provided.

Type of feedback they would have expected you to get for that Mid semester 1 meeting

- Quality of Teaching
- Organisation & management of the course
- What does “Student learning opportunities mean to you.”
- When your course acts on your feedback, do they tell you? How would you like to be told?
- When your timetable changes for other opportunities how does that make you feel?
- And of course whatever issue your course may be facing that's not within these!

COURSE EVALUATION MEETINGS

WHAT FEEDBACK TO GET...



Middle of Semester 2

Type of feedback they would have expected you to get for that Quality of teaching

- Assessment
- Organisation & management of the course
- Has your feedback been acted upon and have you been told about it?
- What can your lectures do better to capture student voice?
- What does “Student learning opportunities mean to you.”
- Do you think your voice is being heard? And what do you want done about it?
- When your timetable changes for other opportunities how does that make you feel?
- And of course whatever issue your course may be facing that’s not within these!

COURSE EVALUATION MEETINGS

WHAT FEEDBACK TO GET...



End of Semester 2

Type of feedback they would have expected you to get for that end semester 2 meeting

- Quality of teaching
- Assessment
- Organisation & management of the course
- Has your feedback been acted upon and have you been told about it?
- What can your lectures do better to capture student voice?
- Do you feel that you have gotten learning opportunities, if not what would you like to see?
- Do you think your voice has been acted on by your course this year?
- And of course whatever issue your course may be facing that's not within these!

EDUCATION & COMMUNITY COUNCIL

WHAT FEEDBACK TO GET...



This council looks at your academic experience and how UoG connects with the wider community. Course Reps bring student feedback here to be discussed and acted on.

- Wider academic experience
- Essentially looking at the feedback you gathered and seeing what has/ could have an effect on all students!

EDUCATION & COMMUNITY COUNCIL

WHAT IS IT...



**STUDENT
COUNCIL**

**ACTIVITIES &
OPPORTUNITIES COUNCIL**

**EDUCATION &
COMMUNITY COUNCIL**

**WELFARE &
DIVERSITY COUNCIL**

EDUCATION & COMMUNITY COUNCIL

WHAT IS IT...



EDUCATION & COMMUNITY COUNCIL

**ALL COURSE REPS FROM BUSINESS,
COMPUTING AND SOCIAL SCIENCES**

**ALL COURSE REPS FROM ARTS, CULTURE
AND ENVIRONMENT**

**ALL COURSE REPS FROM EDUCATION,
HEALTH AND SCIENCE**

SCHOOL REP

WHAT THEY DO...



- School Reps are elected students who represent their academic school on Student Council. They bring together feedback from Course Reps, highlight what's going well and what needs to change, and help shape the SU's work on education and student experience.
- They act as the voice of their school within the Students' Union, making sure every subject area has a say in the big decisions that affect students.

SCHOOL REP

WHAT YOU COULD DO...



- Being a School Rep means having real influence on what the SU campaigns for and how it represents students to the University. It's a great way to make an impact beyond your own course and help improve things for everyone in your school.
- You'll develop confidence, leadership and communication skills, build connections with other reps and officers, and gain experience that stands out on your CV.
- You'll also get training, support and guidance from the Student Voice team throughout the year.

SCHOOL REP

HOW TO BECOME ONE...



- You need to already be an elected Course Rep in your school.
- Fill in the short online form during the nominations window.
- Tell Course Reps in your school why you want the role and what changes you care about.
- Course Reps in your school will vote to elect their School Rep during the election period.

COURSE REP ACCREDITATION



- By enrolling in the CRA you will be recognised and rewarded with tangibly with LinkedIn badges and certificates contributing to your employability after university.
- These awards are also co-accredited by Gloucester City Council, making the awards more widely recognised.
- For all the skills you gain, we will be hosting a CV workshop that shows you how to write them into your CV effectively to show off your skills to employers.

COURSE REP ACCREDITATION



Certified Course Representative Emerging

- ☐ Attend the first course rep training session
- ☐ Attend 2 Sub Council Meetings
- ☐ Submit one feedback report per semester on your activities and share a success. You can find the Microsoft forum on the course rep hub.

Reward: Certificate

COURSE REP ACCREDITATION



Certified Course Representative Advocate

- ☐ Meet all the previous criteria
- ☐ Attend 2 Skills building sessions to develop leadership, communication, and problem-solving skills you can use in your career. Your attendance will be logged by your SVCO.
- ☐ Participate/Spearhead a student voice campaign or help with an event your SCVO puts on or work with another course rep to co-lead a project or campaign.
- ☐ Attend a student voice conference OR AGM OR Priority Campaign Event

Reward: Certificate + LinkedIn Badge

COURSE REP ACCREDITATION



Certified Course Representative Leader

- ☐ Meet all the previous criteria
- ☐ Attend 4 Skills building sessions
- ☐ Contribute to a Policy Paper for Student Council/ Sub Council.
- ☐ Have a one-to-one with Education and Community officer / or a member of the Student Voice team.

Reward: Certificate + LinkedIn Badge + Award at SU award night

WHAT'S NOT YOUR ROLE



- You're not expected to fix problems on your own. Your job is to raise issues and work with staff and the SU to find solutions together.
- You don't speak for every student in the university, just the people on your course.
- You're not there to deal with personal issues or complaints. If someone needs individual support, point them to the SU Advice Service or a Student Centre.

WHAT'S NOT YOUR ROLE



- You don't need to take on staff responsibilities like sorting timetables or managing teaching.
- You're not on call all the time. Being a Course Rep should fit around your studies, with time for yourself too.



**KEEP IN
TOUCH**



KEEP IN TOUCH



Email	Key Contact
sustudentvoice@glos.ac.uk	Student Voice Team
su@glos.ac.uk	Students' Union
bholland@glos.ac.uk	Bianca (Education and Community Officer)
cjones29@glos.ac.uk	Callum (Park)
mburchill1@glos.ac.uk	Maisie (FCH)
ebraund2@glos.ac.uk	Emily (City)
shajbeigli1@glos.ac.uk	Saina (Oxstalls)
lballard1@glos.ac.uk	Laura (Advocacy and Campaigns Manager)
dhumphry@glos.ac.uk	Drew (Student Voice and Campaigns Coordinator)

KEEP IN TOUCH

FIND US ON SOCIALS!



uogstudentsunion



uogstudentsunion



uogstudentsunion



www.uogsu.com



Course Rep Accreditation Sign Up

