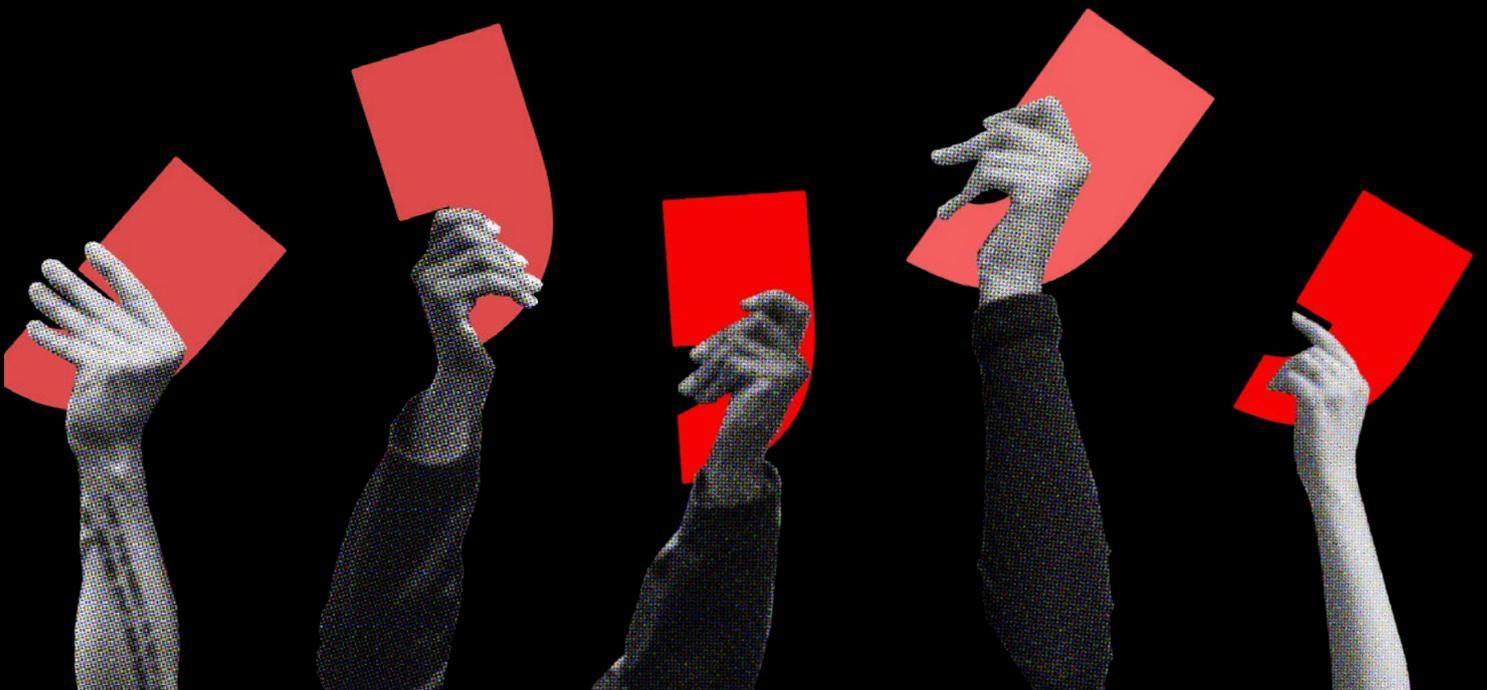


# The Falmouth & Exeter Students' Union Falmouth Reps

SU Falmouth Course Rep  
Role Descriptor



# Falmouth Course Representative

## Purpose

The Students' Union (SU) Course Representatives are the foundation of student representation, promoting a partnership between students, academic staff and SU. Assuming the role of market researcher within their cohorts, they ensure the student experience of their peers is authentically represented throughout the course of their studies.

## Term of Office

- One academic year

## Objectives

- Provide students with opportunities to give feedback on all aspects of their experience such as:
  - Learning and Teaching
  - Assessment & Feedback
  - Learning Community
  - Employability
  - Campus Facilities
  - Wellbeing & Support
- Log all feedback with either The Octopus Feedback Tool, the SU Presidents or in SSLG's.
- In the first instance, seek to informally resolve issues with the appropriate staff (see key contacts)
- Provide agenda items highlighting academic feedback (positive and negative) at the Student Staff Liaison Group (SSLG)
- Endeavour to make sure that feedback is: Accurate, Balanced, Constructive, Depersonalised & Evidenced.
- Work in partnership with your course leaders, lecturers, tutors and admin teams to ensure your cohort is kept up to date about how feedback is being progressed and actioned.
- Actively promote the representative work of the SU to your peers.

### Attends

- SU Course Rep Training
- Student Staff Liaison Group (SSLG) 1 per Study Block
- SU Big Rep Meeting 1 x Study Block
- Informal meetings with academic staff, Department Rep, SU President and/or SU

### Key Contacts

- Department Rep for your school
- SU President Falmouth
- SU Student Voice Co-ordinator (Falmouth)
- Course leader
- Tutors and Lecturers
- Department Admin teams
- Fellow reps from your course in other year groups