

# Student Partnership Agreement

Part A: 2014-17

Part B: Semester 1 and 2 2016-17

## Student Partnership Agreement between Perth College Students' Association and Perth College UHI

Also available in large print (16pt)  
and electronic format.

Ask Student Services for details.

[www.perth.uhi.ac.uk](http://www.perth.uhi.ac.uk)

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**Version Control History**

<b>Version Number</b>	<b>Date of Change</b>	<b>Summary of Revisions Made</b>
1.0	December 2018	Change of role to Quality Manager and other job title changes to adhere to new structure.

Part A of this agreement outlines the general approaches to student engagement and partnership working between Perth College UHI and Perth College Students' Association 2014-2017.

Part B of this agreement outlines specific project themes to be jointly undertaken during academic year 2016-17.

## **Introduction**

The purpose of this agreement is to present the work being done to improve the student experience in partnership between Perth College ('the College') and the Perth College Students' Association ('PCSA'), and to show students how they can get involved in that activity. It does not replace other strategic documents, and students are not limited by this document – you are actively encouraged to tell us how we can make your education better in any way. This agreement is complementary to the University of the Highlands and Islands Student Partnership Agreement between UHI and HISA (Highlands and Islands Student Association) which is an agreement between the University and all of the higher education students across all UHI academic partners. The College and PCSA will work collectively on understanding and enhancing the student experience of all of its students.

## **Our College Community**

Perth College UHI is very proud of our place within the University of the Highlands and Islands, within the local community of Perth and Kinross, and in all communities nationally and internationally where we have an impact through our business and students. Our success is shaped by the skills and talents of our students and our staff, and our commitment to working in partnership is key to understanding and developing shared aspirations and actions.

The College revised its Strategic Plan in 2016 to cover the period 2016-21 and has partnership, change, success and community at its core.

## **Vision**

*To be the college of choice and an inspirational partner in economic and social transformation.*

## **Mission**

*To change lives through education, providing knowledge and skills to succeed at work, in business and in the community.*

Our student body is central to that purpose and vision. Both the College and PCSA value the diversity of our student population and work to make sure everyone feels welcome and supported. All staff and students should interact in a way which helps create an inclusive, pleasant and welcoming environment for everyone.

Students at the College are represented collectively by PCSA. PCSA represents the views and interests of all students through the Students Representative Council and Course Committees, the College Board of Management and its committees, and works in partnership with the College to secure the best possible student experience through a broad range of individual, collective, formal and informal routes.

As part of the Highlands and Islands Region, PCSA is also represented on the HISA (Highlands and Islands Students Association) Executive to work collectively on shared development of the student voice and student experience across all academic levels and academic partners.

### **What is partnership?**

The terms 'partner' and 'partnership' are used in a broad sense to indicate joint working between students and staff. Partnership working is based on the values of:

- Openness;
- Trust and honesty;
- Agreed shared goals and values; and
- Regular communication between the partners.

It is not based on the legal conception of equal responsibility and liability; rather, partnership working recognises that all members in the partnership have legitimate, but different, perceptions and experiences. By working together to a common agreed purpose, steps can be taken that lead to enhancements for all concerned. The terms reflect a mature relationship based on mutual respect between students and staff.

## **Part A – Student Partnership and Engagement at the College**

### **Formal Student Representation**

The college is committed to involving students in the decision making process and making sure that they have the best possible experience while studying with us. All students are automatically members of the Perth College Students' Association. The college and PCSA seek to work closely together to ensure that students are represented on all relevant college and Board of Management committees and are supported and trained to fulfil their roles.

Opportunities to become involved in student representation include the following:

- Student representatives are present on all relevant college committees, including: Board of Management and Engagement Committee, Academic Affairs Committee, Quality Enhancement Committee, Health and Safety Committee, Equality Diversity and Inclusion Team EDIT.
- Each class should have a class representative who will attend Course Committees and make student views known on issues related to the course experience. On-going communication will be encouraged out-with formal meetings.
- Focus groups and consultation events are arranged when major changes to curriculum, resources or wider student services are planned, and students are invited to take part in these groups.

Student representatives are trained and supported in their respective roles. There is also the opportunity to meet with other student reps to support each other.

### **Students' Association**

Perth College Students' Association (PCSA) primarily exists to be an advocate for students across the college, by representing their rights, needs and opinions. You can become involved by:

- Standing for election as a Student Officer for PCSA.
- Standing for election as a paid Student Officer for HISA.
- Standing for election as a volunteer officer for PCSA.
- Becoming a Class Representative and undertaking training to effectively represent your fellow students on your course.
- Attending the Perth College Students Representative Council, to discuss matters affecting the wider student body. College staff will attend SRC meetings by mutual agreement to discuss any areas of common interest.
- Taking part in the HISA Student Council. Student Council is a bi-annual event which offers an opportunity for students to meet either in person or by video conference to discuss and set the policy and practice of HISA.

## **Student Engagement in the Life of the College**

Student involvement is not restricted to formal representative structures. All students are encouraged to become partners in shaping the life of the college. Opportunities include:

- Participating in and developing activities and events within the Union Link space.
- Participating in volunteering opportunities within and out-with College.
- Giving honest, constructive feedback by taking part in surveys, focus groups and other feedback opportunities.
- Becoming familiar with the Student Take 5 feedback and reflection on learning tool, and using it to consider your own learning and how you are taught.
- Sharing opinions with class representatives, or other student reps at SRC.
- Speaking directly with lecturing staff or your Personal Academic Tutor.
- Supporting activities of your class or in the Union Link.
- Developing and taking part in events, societies, clubs and groups.
- Working with other students, staff and the Student Engagement Officer to discuss means of enhancing the ways in which we can work together to broaden the participation of students and staff in collectively progressing the student experience at the college.

College staff will seek to engage with students in both formal and informal structures, and ensure that students are a central part of college decision making and informing of policy and practice. Means of ensuring clear and accessible communication between the wider student community and the college will be continually reviewed jointly to ensure that this is enhanced on an ongoing basis.

## **Student Expectations and Responsibilities**

The College Student Charter sets out what you can expect as a student of the college. Students also have responsibilities, and the Charter sets out the college's expectations in respect of the part students should play as an active and independent co-creator of their own learning.

<http://www.perth.uhi.ac.uk/aboutus/policyprocedure/Documents/Student%20Charter.pdf>

Signed on behalf of

Perth College UHI Students Association



Date 13/02/17

Chair of the Students Representative Council

Perth College UHI



Date 13 February 2017

Principal and Chief Executive

## **Part B – Student Partnership Agreement**

### **Context**

As part of the development of a Student Partnership Agreement between Perth College UHI and the Perth College Students' Association (PCSA), discussions were held to inform priorities for 2016-17.

Feedback from students through student surveys, course committees and college self-evaluation also formed the basis of additional information to inform three project themes. The HISA Partnership agreement will be supported through normal representation structures.

It will be taken forward with 4 specific areas of joint work to be undertaken with relevant Students Association Officers, student representatives, and staff members who have responsibilities which encompass these themes.

### **Joint Project Theme Overviews**

Each of the following four themes will be scoped and project collectively taken forward by College staff and students with agreed actions and feedback. An action plan specifying student representatives and staff membership will be agreed by each theme.

- 1 Student Ambassadors: This theme is to build the relationship between Perth College UHI and the surrounding community. Student Ambassadors can promote the college and their own achievements – regardless of their background. This awareness through open days and careers fairs in schools allows potential students to study locally without high costs of University life in other cities. The aim of this theme is to incorporate the Student Ambassadors into part of the College's Gender Action Plan and encourage at a school level for more Women and Men in their under-represented course areas.
- 2 Student/College Communication and Engagement: Engagement can be monitored by the way in which student feedback is used and distributed to the various departments throughout the college and how the discussion outcomes are communicated back to the students and staff. This will assist with targeting problem areas alongside the National Student Survey.
- 3 Class Representative System: Links with the Quality department by PCSA will continue and be enhanced to make sure student concerns are raised to the appropriate persons. Regular meetings will be held after each SRC to ensure the student voice is heard. PCSA will continue working with Quality to review Class Rep training and assist in the potential creation of new Course/Curriculum Reps to allow a more focussed conversation with Students and College Management.
- 4 PCSA – Union Link: Further develop and effective alignment of shared effort with PCSA and Student Engagement Officers to ensure enhanced planning, presence and focus of collective activity in the Union Link to give a more structured, well rounded version of College and University life. This ties in with the 2016 HMA report on Perth College Part 3, Section D Areas for Development.

Signed on behalf of

Perth College UHI Students Association



Date

13/02/17

Chair of the Students Representative Council

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Principal and Chief Executive