



Student Engagement Procedure

EDA College

Introduction

1. EDA College listens to the 'student voice' through a structured framework that enables students to express their opinions and suggestions on things and actions that affect their life at the college in a transparent and confidential environment. We believe in providing a fair and equitable chance to every student contribute, comment and feedback us on the educational experience that they receive at EDA College.

Purpose

2. The successful implementation of 'Student Engagement Procedure' will allow all students to take the opportunity to participate in different committees, forums, panels and surveys which eventually will help us to listen to student's voice and respond to it in a responsible, prompt and effective manner.
3. The overall purpose of this procedure is to:
 - Developing an inclusive learning community through active student engagement to provide them the best teaching and learning experience throughout their journey with us and beyond
 - Seeding an environment that is collaborative, responsive and problem-solving for continued improvement in our services for the students
 - Empower students to develop essential skills such as critical thinking, communication, leadership, and decision-making through meaningful interactions and sense of belonging and ownership within our wider community.
 - Giving students' voice a paramount significance in enhancement of quality of teaching, learning and assessments and professional services through participation in decision-making forums that affect their life at EDA College.

Aims and Objectives

4. The aims and objectives of the procedure are:
 - Facilitate active student engagement in learning and the wider College community.
 - Nurture the skills and attitudes necessary for developing responsibility, independence, teamwork, and communication skills through student-staff relationships.
 - Embed a culture wherein students have high expectations of themselves, their peers, and College staff.
 - Implement the curriculum to develop students' leadership capacity and decision-making

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skills.

- Design appropriate curriculum and extracurricular opportunities for students to formally voice their views within and beyond the curriculum.
- Engage with students to provide the required educational opportunities.

Scope

5. The procedure applies to all students, staff, and stakeholders at EDA College.

Roles and responsibilities

Students

- i. Developing a comprehensive understanding of their progress and importance of their contribution to college enhancement activities.
- ii. Participate actively and responsibly in both self and peer assessment exercises, as well as in the evaluation of college activities (including teaching and lessons).
- iii. Contribute to Student Representatives meetings within and beyond their group, improving verbal communication and discussion skills and developing their ability to negotiate, compromise, and operate as effective team members.
- iv. Take responsibility for their environment, academic progress, involvement in wider College life, and behaviour.
- v. Read, evaluate, and implement the Student Charter.
- vi. Participate in and support the work of the Student Council.

Lecturers

- i. Responsibly receiving constructive criticism and proactively act upon it.
- ii. Regularly seek student feedback regarding teaching and learning activities through formal (e.g. questionnaires/surveys) and informal (e.g. conversations) means and incorporate student views in future developments.
- iii. Develop a wide range of assessment for learning techniques, particularly self and peer assessment, to encourage debate about targets, progress, and standards.
- iv. Effective implementation of lesson planning and delivery.
- v. Offer students the opportunity to plan, deliver, and resource a section of occasional lessons (e.g. starter or plenary session).

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Programme Leader/s and Module Leader/s

- i. Ensure that assessment for learning, learning to learn, and opportunities to increase independent learning skills are embedded in schemes of work and resources.
- ii. Use student feedback as a key strategy to monitor and evaluate the quality of teaching and learning.
- iii. Promote opportunities for students to take ownership of their learning.

The Academic Board

- i. Provide every student with the opportunity to contribute to student engagement activities.
- ii. Devise clear structures and systems to promote student engagement.
- iii. Properly resource student engagement activities.
- iv. Use regular student feedback data to inform planning, teaching and learning strategies, and wider College life.
- v. Promote the work of the student-staff liaison committee by facilitating student contributions.

Student Support staff

- i. Understand the importance of student engagement in the life of the College.
- ii. Effectively carry out student engagement surveys falling within their remit.
- iii. Act upon the outcomes of student engagement surveys that impact their department/area.

Student-Staff Liaison Committee

Student-Staff Liaison Committee, comprising student representatives, has the following duties:

- i. Discussing student-related issues.
- ii. Promoting communication between students through meetings, conferences, newsletters, and the internet.
- iii. Advising the Academic Board in matters concerning the support and development of students.

Student-Staff Liaison Committee convenes four times per academic year and reports its discussions and decisions to the Board of Governors.

Effective student engagement

6. To demonstrate the impact of student engagement efforts, EDA College will:

- Establish mechanisms for transparently communicating the outcomes of student feedback

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initiatives to the College community.

- Provide regular updates on action taken in response to student suggestions and concerns, highlighting tangible improvements made as a result.
- Celebrate student contributions and achievements through recognition programmes, awards, and public acknowledgements.
- Incorporate student testimonials and success stories into marketing materials and College communications to showcase the value of student engagement to prospective students and stakeholders.

Promoting a Shared Understanding of Expectations and Standards

7. To ensure clarity and alignment in expectations and standards to enhance student engagement, EDA College will:

- Develop and disseminate a Student Engagement Procedure document outlining the College's commitment to fostering student voice and participation.
- Incorporate discussions on student engagement into staff induction programmes and ongoing professional development activities to promote awareness and understanding among all members of the College community.
- Establish regular opportunities for students and staff to engage in dialogue and collaboration to co- create shared expectations and standards for student engagement.
- Encourage open communication and feedback channels to address any discrepancies or misunderstandings regarding expectations and standards related to student engagement.

Promoting a Common Language of Learning

8. EDA College will promote a common language of learning among all members of academic and professional staff and other stakeholders and ensure to:

- Develop and implement a college-wide framework for learning and teaching that incorporates principles of student-centred pedagogy, active learning, and inclusive practices.
- Provide training and resources for staff to incorporate student engagement strategies and techniques into their teaching practice, promoting consistency and coherence in approach.
- Encourage collaboration and peer learning among staff members to share effective teaching practices and experiences that promote student empowerment and active participation.
- Facilitate opportunities for students to engage in reflective practice and peer learning activities,

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promoting a culture of shared learning and collaboration among students.

Empowering Students to be Independent Learners

9. To empower students to take ownership of their learning journey and become active participants in their education, the EDA College will:

- Provide opportunities for students to co-design and co-deliver aspects of their learning experience, such as course content, assessment tasks, and learning activities.
- Embed opportunities for self-directed learning, critical thinking, and inquiry-based learning within the curriculum, encouraging students to take initiative and responsibility for their learning.
- Foster a supportive and inclusive learning environment where students feel empowered to ask questions, express their opinions, and challenge ideas.
- Offer mentoring and support programmes to help students develop essential skills such as time management, study skills, and self-regulated learning strategies, enabling them to become independent and lifelong learners.

Version Control

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