

# National Education Officers Network (NEON)

5 March 2026



sparqs is a Scottish Charitable Incorporated Organisation funded by the Scottish Funding Council. Registration number SC046172.



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# Your sparqs team today

**Chase Greenfield**, Development Consultant

**Amy Monks**, Development Consultant

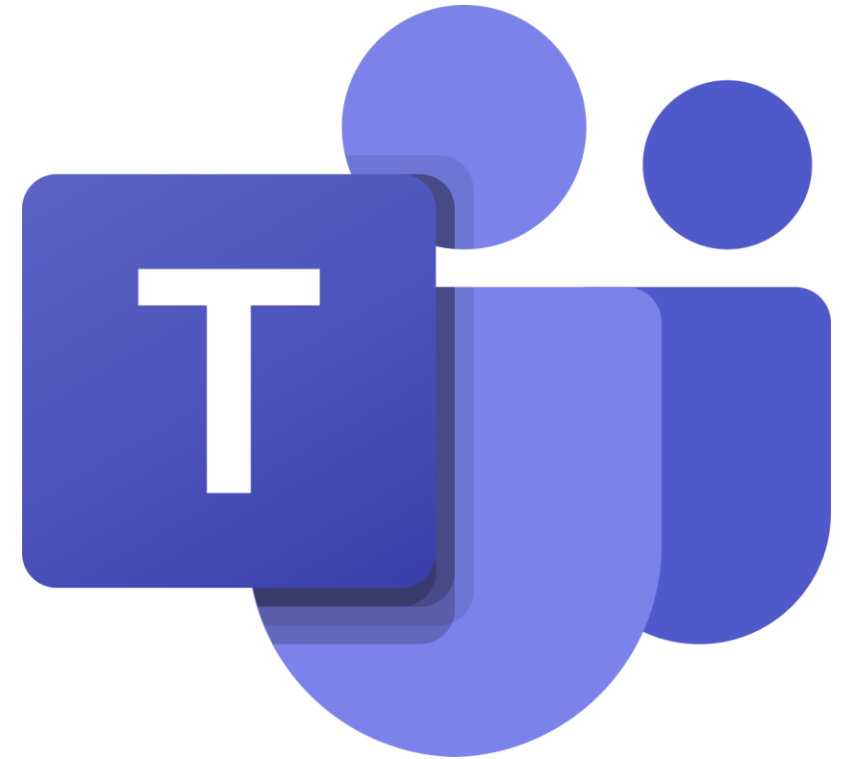
**Shona Agnew**, Development Consultant

**Hannah Clarke**, Deputy Director

# Okay, Team!



- You can use your audio or the chat box to speak.
- Mute your microphone when not talking.
- To speak, click the “raise hand” icon.
- If you are having any tech issues, post a comment in the chat.



# Agenda

- 10.30am **Welcome, warm up, and sparqs updates**
- 10.40am **Officer Handover**
- 11.40am **Officer Priorities**
- 12.10pm **Wrap Up**
- 12.15pm **Close**

# Icebreaker: Guess Who?

## Instructions

- Think of a fun fact about yourself
- Submit it on MS Form!
- We will read out your fact to the group and everyone has to guess whose fact it is!



# Updates from sparqs

- **Introducing Hannah, our Deputy Director!**
- **PGR Experience Model**
- **Mental Health and Wellbeing Lens**
- **Elections Guidance**
- **AT Recruitment – opens in March**

# PGR Experience Model



- sparqs is seeking perspective from Postgraduate Researchers (PGRs) across Scotland!
- Workshops on:
  - **Wednesday 11th March 2026** (with PGRs.)
  - **Wednesday 18th March 2026** (with supervisors/relevant staff, and agencies)
  - **Monday 27th April 2026** (with PGRs.)
- Asynchronous participation option also available
- Please help us spread the word to PGRs at your university, and sign up to be on our working group!

# Mental Health & Wellbeing Lens



Development workshops Friday 13<sup>th</sup> March & Thursday 19<sup>th</sup> March (x2) on MS Teams. This interactive session will give the chance to:

- **Review and refine the draft lens**
- **Co-design supporting resources** that would make the lens easier to use in practice with students, staff and practitioners
- **Develop practical examples** of how the lens can be utilised across different contexts



# Officer Handover



# What was your handover like?




- What was **your experience when you stepped into your role**? How did your predecessor handover to you? 🔄
- What were the **key documents, resources, and guidance** 📄 they shared with you? Were these **helpful** – why or why not? 👍 👎

# Why does a handover matter?








- **Why** do you think a good handover ✨ is important?
- In what ways might an incomplete handover **make things harder** ⚠️ for a new officer?

# A Quality Handover

- **Self Evaluation and Action Plans (SEAPs)**  are based on previous academic year
- Many **Tertiary Quality Enhancement Reviews (TQERs)** will span two academic years 
- **Institutional Liaison Meetings (QAA)** and **Outcome Agreement Meetings (SFC)** 

# What will your successor need?



- Information and data/evidence about **key themes in learning & teaching** 
- Context about **how you were involved in quality processes**  (like SEAP, TQER, and meetings)
- A **timeline**  of the year (from your point of view)
- Any **advice**  or **key contacts**  to get started

# You have the power!





- Next year's officers will need **context, insight, and data** 🗝️ from you about:
  - Strengths and challenges in learning and teaching
  - Strengths and challenges in student partnership
- Your successor will need you to **pass on these details** from YOUR term (i.e. the 2025-26 academic year) 🧠

# Activity: Getting Started on Handover

# Where do we go from here?



- What **approaches have you taken** to gather more  **evidence around the Student Learning Experience** this past year?
- How will you **pass information**  that you have gathered on to your successor?

# How will you approach handover?



- How do you plan to **approach handover**  after today's session?
- What are **the key themes and content**  you will highlight in your handover?

# Student Officer Priorities

## 25 Minutes



# Some Possible Topics

- Updates on your key projects 
- Elections  updates/questions
- Resources  that would be helpful to you
- **YOUR current priorities, challenges, or ideas!**  

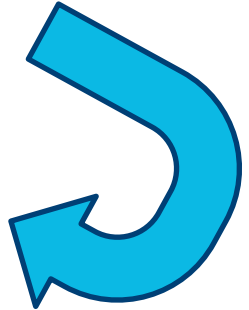

# Conclusions and evaluation

# Next NEON Meeting

- **When:** 12 May 2026, 10am-3pm
- **Where:** In Person (Queen Margaret University, Edinburgh)
- **Registration Open: SOON** on the [sparqs website](#)

# Before you go...

- Complete the [evaluation form](#) (select March)
- Sign up to the [sparqs newsletter](#).
- Remember to sign up to the [NEON's Jiscmail](#) (and do use the list to chat and share!).



# NEON Communications

- NEON Mailing List
  - ask questions
  - share experiences
  - or seek advice
- Other modes of communication?
  - Microsoft Teams Chat/Channel?



**Thank you and see you  
next time!**