

**School of Economics & Finance
Postgraduate Student Staff Liaison Committee
Tuesday 18th February 2020, 02:45pm in GC305**

Minutes

Staff members present:

Francis Breedon	Chair and Director of MSc programmes
James Kilvington	PGT Programmes Manager
Claudio Vallar	Senior Teaching Assistant
Rich Evans	Faculty Liaison Librarian - Humanities & Social Sciences
Nadia Zaman	Secretary

Student members present:

Huu Hai Anh Nguyen (Max)	MSc Corporate Finance
Jialu Wang	MSc Corporate Finance
Egemen Koken	MSc Finance
Irene Tsang	MSc Investment and Finance
Jiaqi Zhu	MSc Investment and Finance
Antonia Ighomuaye	MSc Investment Banking
Dong Sun	MSc Wealth Management

Apologies for absence:

Timothy Oyo	MSc Finance and Econometrics- Course Representative
Hanan Maolin	MSc Accounting and Finance

Part 1 – Preliminary Items	
1(a)	Welcome
2020.001	FB welcomed all course reps and opened the meeting.
1(b)	Apologies for Absence
2020.003	The meeting noted the apologies from members as recorded above.
1(c)	Previous minutes
2020.004	JK explained the actions that had been taken since the previous SSLC meeting. The Committee approved the minutes of the last meeting.

Part 2 – Programme Delivery and other matters (Reports from Course Reps)	
2(a)	Group Assignments
2020.005	<p>FB asked students for feedback on group assignments. Students would prefer to pick their own groups. Students suggested anonymous peer grading as an alternative of marking their team members. AI commented it would have been beneficial for the students to choose their own groups in ECOM095.</p> <p>Action: JK to look into the viability of this.</p>
2(b)	Teaching and Tutorial Feedback
2020.006	<p>IT commented that the tutorials for ECOM095 were disorganised and taught poorly. She felt the TA was ill prepared in answering queries and many students had complaints regarding the examination of this module. As a result students were ill prepared for the exam. This was echoed by EG. EG also added that the communication between the TA and lecturer was poor. AI echoed this and stated she felt there was not enough guidance for this module.</p> <p>FB commented that the issues surrounding ECOM095 are being looked into and resolved.</p>
2020.007	<p>Students stated it would be useful for the course material to be uploaded prior to the tutorials for ECOM091 and ECOM026.</p> <p>Action: NZ to liaise with course convenors</p>
2020.008	<p>DS flagged that students were having difficulty in completing the case studies for ECOM079. He stated that it would be perhaps more beneficial to use example case studies rather than reading off slides.</p> <p>Action: JK to liaise with course convenor</p>
2020.009	<p>DS also commented that it would be beneficial to students if more current examples were used in lectures.</p> <p>Action: FB to feed this back to the course leaders.</p>
2020.010	<p>AI raised concerns that students are overwhelmed with the scheduling of the mid-term assessments and coursework and asked if they could be more spaced out. FB asked whether for some modules weekly quizzes would be preferable to an hour-long mid-term.</p> <p>Action: FB to look into this</p>
2020.011	<p>AI commented that it would be beneficial for videos of all lectures be made available before module selection to offer students a better grasp of what the module entails. It was agreed that an introduction 'How can this elective help me' be put into action. Students should have access to [possible carers and pathways that modules can lead to. FB suggested all students to have access to QMPlus for all modules. AI agreed that this would be useful.</p> <p>Action: JK to look into the viability of this for next year.</p>
2(c)	Library updates

2019.012	<p>RE updated students on the availability of KORTEXT. Also noted that there is an adequate supply of core reading books available in the library but these are not being utilised by students.</p> <p>AI queried the room booking process on the fifth floor. RE replied that he will find out and communicate with the dept and circulate info to students.</p> <p>Action: NZ to look into this</p>
Part 4 – Date of the next meeting	
2019.013	<p>The committee noted that the next meeting would take place on Tuesday 10th March 2020, depending on course reps' timetables in semester B.</p>

Action Sheet: Student-Staff Liaison Committee

Minute	Action	Responsibility	Timescale	Action status	Issue resolved?
2020.005	Look into viability of anonymous peer grading.	James Kilvington	For next year.		
2020.007	Flag to module organiser that students would like ECOM091 and ECOM026 lecture material before tutorial.	Nadia Zaman	ASAP	Ongoing, lecturers have been emailed	
2020.008	Arrange for module convenor of ECOM079 to use example case studies.	James Kilvington		Ongoing, lecturer has been emailed	
2020.009	Use of more current examples in lectures. Most case studies are outdated.	Francis Breedon		Ongoing.	
2020.010	Diversification of Mid-term assignments	Francis Breedon	For next year		
2020.011	'How can this elective help me' taster videos for electives prior to module selection. QM+ access for all students.	James Kilvington	For next year		
2020.012	Library updates on fifth floor room booking availability.	Nadia Zaman	ASAP	Completed	Information has been updated on the landing page of the postgraduate info area