

**School of English & Drama Student Staff Liaison Committee
(Full school / UG & PGT)
6 May 2020**

Confirmed minutes

Staff members present:

Suzanne Hobson	Chair (English) / Director of Teaching and Learning (English)
Julia Bardsley	Chair (Drama) / Director of Student Support (Drama)
Markman Ellis	School Director of Education
Suzi Lewis	Secretary/ Student Support Officer
Caoimhe McAvinchey	Head of Drama
Rachael Gilmour	Head of English
Eszter Gillay	Teaching and Student Support Manager
Michael McKinnie	Director of Teaching and Learning (Drama)
Matthew Mauger	Final Year Tutor (English)
Zara Dinnen	School Equality and Diversity Chair
Julian Deering	Drama technical director

Student members present:

(Name)	(Programme name and level)
Liene Osina	Year 1 – BA English
Clera Rodrigues	Year 1 – BA JH English & Drama
Lydia Hallam	Year 3 – BA Drama
Gwyn Lawrence	Year 3 – BA Drama
Maria Shiiba	Year 3 – BA English
Kalina Todorova	MA FT Live Art
Steven Harvie	MA

1. Welcome & Check In

Noted

2. Reflection of online teaching and learning

(a) access to digital resources

Year 1 UG –

Q review of lectures has been very useful in these circumstances.

Students asked why SED students could not see Plagiarism similarity index via QMplus/ Turnitin. It was noted that SED teaches good practise in the avoidance of plagiarism however, if other Schools had this available for students to view this may be investigated.

ACTION: RG

Students stated it was now more important than ever that PowerPoints and lecture notes were uploaded to QMplus and in advance of the lesson where possible.

ACTION: ME

(b) experience of online assessment

Year 1 UG –

Suggestions that assessment questions be released much further in advance. It was noted that often for pedagogical reasons, it was better to receive a set amount of teaching before knowing the assessment questions.

Year 3 UG –

DRA344 Practice Based Research Project, Students are feeling overwhelmed regards assessment in light of covid/ changes. Request further clarity.

ACTION: JB

QMplus 'Collaborate' is a good tool for learning online. Many students also reported meeting with their seminar leaders virtually and found it very helpful.

PGT Students –

It was clarified that all students (including PGT) were being offered a 14 day Grace Period.

MA Live Art - DRA7002 Independent Practical Project, students concerned over the change assessment to a video assignment and whether this medium represents their work effectively. There were also concerns over video making/ editing knowledge / quality etc.

ACTION: JB

3. Student Support

Students asked if there was flexibility on the 12noon 1 June deadline for all assessment submissions. It was noted this was a fixed deadline. However if students were unable to submit by 1 June, they would be able to do so at a later date (in August date tbc).

Support from Academic supervisors on projects/dissertations had been happening online and this was very helpful.

Thanks were also sent to ESH6000 convenors for their clear instructions and organisation on the module.

Pastoral support from Advisors was also happening virtually.

The SED Student Support Team were also contactable via email. Suzi Lewis (SED Student Support Officer) was also holding Virtual Drop in weekly via MS Teams.

4. Consideration of potential changes to content, modules and course delivery methods for the next academic year

Finalist students suggest the possibility of an optional SED graduate programme of events (inc employability) from September-December as a replacement for time missed between March and September.

ACTION: SH / JB/ ME

5. Any Other Business

Finalist students asked about the possibly of keeping their QM email addresses after classifying.

ACTION: SH

Next meeting in June TBC.

SSLC Action Points List:

- Plagiarism similarity index via Turnitin – Students asked why this functionality is turned off for SED students but not for Law students for example? **Rachael G**
- DRA344 – PBRP Students feeling overwhelmed regards assessment in light of covid/ changes. Can convenor please provide clarity on what pieces are being assessed etc. **Julia B**
- DRA7002 – IPP Student concerns over assessment change (to video assignment) and whether this medium represents their work effectively, video/ editing knowledge / quality etc. **Julia B**
- Students email addresses on Graduating? **Suzanne H**
- Finalist students optional SED graduate programme of events (inc employability) for September-December as a replacement for time missed between March and September. **Suzanne H/ Julia B / Markman E**
- All staff to be reminded of the importance of uploading PowerPoint slides and lecture notes in advance of the lecture/ seminar. **Markman E**
- June SSLC meeting date to be decided and information circulated as soon as possible. **Suzanne H/ Julia B / Suzi L**