

BSc, iBSc, iMSc and MSc SSLC meeting minutes

Wednesday 19th January 14.30-15.30

In attendance: Jen Randall, Maddy Preedy, Daisy Eveling, Maria Christodoulou, Maddy Corkery-Hayward, Sanjana Relwani, Sarah Deria, Hannah Layton-Joyce, Ainaa Khan, Aysenur Tekneci, Mollie Cronin and Elsa Held (BLSA) Mat Robathan (BLSA).

<u>Cohort</u>	<u>Confirmation/further comments in minutes (SSLC reps)</u>	<u>Resolutions/next steps</u>
<p><u>Year 2</u></p> <ol style="list-style-type: none"> 1. Students would like some written feedback for CD presentations 2. Students are wary of doing group presentations in S2 due to different time zones/schedules. Could they be pre-recorded presentations? 		<ol style="list-style-type: none"> 1. MP will ask the module lead if the is written feedback available 2. This will be feedback to the relevant staff members who use presentations as a form of assessment
<p><u>Year 3</u></p> <ol style="list-style-type: none"> 1. Students are wary of doing group presentations in S2 due to different time zones/schedules. Could they be pre-recorded presentations? 2. Students found the assessment deadlines stressful and difficult to tackle 		<ol style="list-style-type: none"> 1. This will be feedback to the relevant staff members who use presentations as a form of assessment 2. This will be reviewed for the next cohort. Sem2 assessments have been mapped out to avoid conflicting deadlines in the future. If students feel they are struggling to submit multiple assessments they are encouraged to apply for <u>ECs</u>
<p><u>MSc</u></p> <ol style="list-style-type: none"> 1. Epi and stats deadline pushed back too late 2. Online presentations are difficult to do without sacrificing aesthetics, in future (if teaching is online) students would prefer a fact sheet with a word limit so they are not constrained by file size upload limits. 3. Can students have a document with clear sign posting on who to go to with specific problems? 4. Can staff run office hours? 		<ol style="list-style-type: none"> 1. Students are encouraged to email Maddy to re-open their submission portal to submit their assignments again. The reason for the late notice was due to a delay in releasing the marks. 2. This feedback has been passed onto the module lead. 3. Students are encouraged to read the handbook. JR will be draft an accessible

<ol style="list-style-type: none"> 5. Students are unhappy with their marks/feedback 6. Students had a number of issues with Epi and stats (detailed below) 		<p>document to be reviewed by students</p> <ol style="list-style-type: none"> 4. MP and JR will host a weekly office hour for all students to attend (Wednesday 08.30-09.30 'Warm drink Wednesday'). JR has encouraged students to attend one of her 9 weekly events and discuss issues there. Staff will also hold an open discussion for all students twice a month. 5. Students are encouraged to contact the module lead, then if unsatisfied follow the official QM processes.
<p><u>Further MSc Epi and stats feedback</u></p> <ul style="list-style-type: none"> - The module felt disorganised and the webinars were poor quality - The assessment was not discussed in the webinars - Students queried why they had to submit the poster when it would not be marked, it felt like a waste of time - Module leads expressed they had not read or picked the papers students were being assessed on. Students felt disadvantaged as the papers were complex. 		<p>These issues were not discussed at the SSLC as they were submitted outside of the meeting, these will be discussed in the next SSLC and shared with students alongside the January minutes.</p>
<p style="text-align: center;"><u>BLSA comment from Mat Robathan</u></p> <ul style="list-style-type: none"> - An SSLC rep email address will be set up as a professional channel of communication for SSLC reps, staff and students to communicate - SSLC reps and staff should be treated with respect - Open Q+A sessions are a good way for staff and students to communicate efficiently while teaching is online - Students are encouraged to attend the BLSA drop-in sessions if they have any issues 		

Friday 27th November 12-1pm

In attendance: Jen Randall, Maddy Preedy, Daisy Eveling, Maria Christodoulou, Sreya Gooptu-O'Shea, Maddy Corkery-Hayward, Sanjana Relwani, Hannah Layton-Joyce, Aysenur Tekneci, Mollie Cronin and Elsa Held (BLSA).

<u>Cohort</u>	<u>Confirmation/further comments in minutes (SSLC reps)</u>	<u>Resolutions/next steps</u>
<p>Year 2</p> <ol style="list-style-type: none"> 1. Teams/QM+ - Students are having issues with QM+ content loading/videos showing ect. 2. Online exams - anxiety/confusion/questions around the online exams in Jan 3. Presentations/feedback - Students were worried about the CD exams being held online. Some students were anxious about being marked down for not having cameras on. 4. YA – can students take the YA after their 3rd year? 5. Dissertation queries - students want to know if they can do primary research, whether they approach potential supervisors, when do they begin research. 		<ol style="list-style-type: none"> 1. From sem2 QM+ will be back to the old 'grid' format, and webinars will take place via Teams. 2. Maddy and Andrew Harmer will be holding a 'Q&A' session for the exam. Student will also be allowed to complete a practice online exam which will be on QM+ by the 4th December. 3. Presentations has been discussed away from the SSLC with the BSc director, module lead and students involved. 4. Maddy will inform students about taking the YA in 22/23 asap. 5. Students to email dissertation queries to Giuliano Russo. Jen Randall has advised students to get in touch with potential supervisors
<p>Year 3</p> <ol style="list-style-type: none"> 1. CIGH assessments- 2. Dissertations - Students are concerned about writing their dissertations. Having a 6 week gap is confusing 3. Sem2 teaching - students want to know if this is online or on campus 4. Graduation - will there be a graduation ceremony in the summer? 5. Suspension of programme - will there be any comms about this? 		<ol style="list-style-type: none"> 1. JR to discuss CIGH feedback with the module lead. 2. Students advised to get in touch with Giuliano regarding individual queries 3. Sem2 will follow the blended learning format again. This means students will have the option to study onsite (where possible) and online. 4. Maddy and/or Farzena will communicate graduation dates as soon as they are released. Jen Randall is organised a summer celebration party also. 5. Dave McCoy and Steve Thornton will be organising a Q+A session with students to discuss the details of this further. The details of this

		will be communicated to students asap.
iBSc 1. Workload – students are concerned about the workload 2. Assessment timing - students are concerned they have many assessments in sem1 3. Feedback in EPGH - feedback in not consistent, some students have received brief feedback		1. The workload has been noted and will continue to be discussed in TE meetings when planning next year. Students are encouraged to keep personal tutor updated on workloads. 2. JR and MP will raise the assessment deadlines for sem2 in TE meeting. 3. The module lead has been in touch with students (email comms with Nefeli) regarding this. Feedback has been discussed with staff who will be undertaking a review of feedback in the coming weeks.
iMSc/MSc EPGH feedback - feedback in not consistent, some students have received brief feedback		1. The module lead has been in touch with students (email comms with Nefeli) regarding this. Feedback has been discussed with staff who will be undertaking a review of feedback in the coming weeks.
BLSA Student enrichment activities		The student enrichment activities will be discussed at the TE. Students are reminded of the extra-curricular activities offered by Jen Randall.

Wednesday 21st October 2-3pm

In attendance: Jen Randall, Maddy Preedy, Farzana Khanom, Ainaa Khan, Daisy Eveling, Sreya Gooptu-O'Shea, Maddy Corkery-Hayward.

Cohort	Confirmation/further comments in minutes (SSLC reps)	Resolutions/next steps
Year 2 Issues with connecting to Blackboard		Students are to send screenshots to Maddy of times they are unable to join. This issue is currently being discussed at the weekly TE meetings.
iBSc Issues with QM+		Students are to send screenshots to Maddy of times they are unable to load the pages correctly. This issue is currently being discussed at the weekly TE meetings.
Concerned about workload		Jen to discuss study skills with students on Friday 23/10 6pm.

<u>iMSc/MSc</u> Students are concerned with deadlines for EPGH regarding feedback	Confirmed and communicated with iMSc/MSc cohort 21/10/20.	The deadline for EPGH has been moved forward by 2 weeks. The new deadline is 13 th November 5pm.
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