

**Comparative Literature and Culture (SLLF)
Undergraduate and Postgraduate Student Staff Liaison Committee
29th October 2020**

Confirmed minutes

Staff members present:

(Name)	(role)
Dr Shital Pravinchandra	Chair
Dr Kasia Mika	Secretary

Student members present:

(Name)	(Programme name and level)
Ilsa Ahmad Anjum	Year 1 CLC
Miranda Fotheringham	Year 2 CLC and History
Sahra Isha Muhammad Jones	Year 3 CLC
Aratrika Choudhury	PGR

Apologies for absence:

Olivia	SLLF-SU Representative
Randhi Chethana Weerasekara	Year 2 Course Rep.

Part 1 – Preliminary Items

1(a)	Welcome and introduction for new members
2020.001	
1(b)	Apologies for Absence Student co-chair due to work commitments (Olivia)
2020.002	The meeting noted the apologies from members as recorded above.
1(c)	Minutes of the previous meeting
2020.003	The committee approved the minutes of the meeting held on 9 th June 2020
1(d)	Report on matters arising and actions taken

2020.004	<p>The committee received a report on matters arising and noted the following:</p> <p>PGR:</p> <ul style="list-style-type: none"> In the light of the pandemic and subsequent budget freezes, a strong concern was expressed about the limited and last minute teaching opportunities for PhDs within the Department. This is an ongoing concern for the PGR students.
1(e)	Terms of reference and membership
2020.005	The committee noted the terms and reference and membership of the Student Staff Liaison Committee. Informed that there will be minimum 2 meetings per semester.
1(f)	Admissions, induction and enrolment
2020.006	N/A
Part 2 – Student feedback, Programme Delivery and other matters	
2(a)	Programme/module developments and amendments
2020.007	<p>The committee reviewed proposed programme / module developments and amendments. The following feedback was received from student representatives:</p> <p>Year 1:</p> <ul style="list-style-type: none"> The new Language and Culture module is working well so far.
2(b)	Learning and teaching matters
2020.008	<p>Representatives reported on learning and teaching matters and the following points were noted (This includes online learning):</p> <p>Year 1:</p> <ul style="list-style-type: none"> The coordination of deadlines at the Departmental level is helpful. More assistance is needed in terms of using and accessing Library resources off-campus There is considerable delay in setting up the study groups and, as a result, there is an increasing sense of isolation for many students (also noted at levels 5 and 6). <p>Action: KM to address how to use the library in COM4207 (one library session was already held).</p>

Year 2:

- It was noted that communication (among students on whatsapp and student-staff via e-mail) is working well.
- From the year group's perspective, there is a sense that more effort should be made for in-person classes at Year 2.
- Some students expressed their concern that there was a certain sense of disparity in terms of student expectations (coursework+ seminar) between Modern Languages and Comparative Literature modules.

ACTION: Year 2 Course rep to get more specific details about this disparity

Year 3:

- The course rep acknowledges improved communication, academic and student support in place this year.
- It was noted that also at Year 3 student whatsapp groups are working very well and are very helpful for the whole year group.
- Research project module (especially the smaller working groups) is going well.

ONLINE LEARNING

Year 1:

- Acknowledged that, overall, QM+ module structure is good and are things easy to find.
- Group work is also working better and people are more comfortable in speaking.

Year 2:

- Overall, the online learning experience has been OK. There were some issues with lectures not uploading properly, but these were solved quickly. There is a good range of online resources available.
- Concern was raised over group work: in the current context, it is more difficult to get in touch with people (and some modules encourage group preparation and that's much harder).

	<p>Year 3</p> <ul style="list-style-type: none"> • It has been noted that QM+ has been better than last year, and that there is a greater ease among students to make the of the online features (e.g. breakout groups). • Emphasized how important and helpful it is that things are recorded. • A concern and strong opposition were raised to having cameras on during seminar session. There was an impression that some lecturer's encouragement to have a camera on, was indeed a requirement. KM reassured that this has never been the case as the Dept is aware of the different contexts and situations students work in. <p>ACTION: KM to bring this issue of camera use forward to the next Departmental meeting</p>
2(c)	Assessment and feedback
2020.009	<p>Representatives reported on assessment and feedback processes and the following points were noted:</p> <p>Year 1:</p> <ul style="list-style-type: none"> • The coordination of assessment deadlines at the Departmental level is helpful..
2(d)	Academic support
2020.010	<p>Representatives reported on academic support matters and the following points were noted:</p> <p>PGR:</p> <ul style="list-style-type: none"> • Appreciates the Research Support available to students during the pandemic. • There was a sense that more is needed to foster a sense of belonging among the PGR students in CLC, especially in these pandemic times. <p>ACTION: KM to contact Prof Galin Tihanov and discuss ideas for community building among PGRs in Comparative Literature.</p>

2(e)	Organisation and communication
2020.010	<p>Representatives reported on organisation and communication matters and the following points were noted:</p> <ul style="list-style-type: none"> • Included in 2(c).
2(f)	Learning resources
2020.011	<p>Representatives reported on learning resources matters and the following points were noted:</p> <ul style="list-style-type: none"> • Included in 2(c).
2(g)	Student feedback (NSS/PTES/UKES/Module evaluations)
2020.012	<p>The committee discussed responses to NSS/PTES and UKES and noted the following:</p> <p>The discussion focused on the NSS (National Student Survey) results.</p> <ul style="list-style-type: none"> • From the NSS, the key areas we are currently working on are: Student Voice/Feedback/Sense of Belonging. • In response, at the Department-level, we are coordinating (across COM modules) assessment deadlines in order to prevent deadlines clashes and overlap. • In order to foster student belonging and amplify student voice, we have launched the student study groups, introduced a minimum of 2 SLLC session per term, and inaugurated the Departmental blog. • Finally, an increasing number of modules has also introduced informal mid-semester evaluations.
2(h)	Consideration of External Examiner reports
2020.013	<p>The committee received External Examiner reports and noted the following:</p> <ul style="list-style-type: none"> • It was noted that the MA in Comparative Literature is not running this year but last year's External Examiners' reports were very good. • At the UG (Comparative Literature and Culture) level the External Examiners recognized the good range of module; global overage; non-European materials and European in dialogue; as well praising how well-structured are courses are. In addition, they commended our moderation

	<p>and second-marking processes and recognized the level of appropriate adjustments (in terms of course work and assessment) to Covid-19.</p> <ul style="list-style-type: none"> • The only concern that was raised (an increasing concern across UK universities, is the concern about grade inflation.
Part 3 – Any Other Business	
2020.014	The following items were raised under Any Other Business:
Part 4 – Date of the next meeting	
2020.015	The committee noted that the next meeting would take place on 3rd December 2020– 4pm

