

**Centre for Psychiatry**

**Postgraduate Student Staff Liaison Committee  
27/10/2020 of meeting**

**Final minutes**

**Staff members present:**

Maria Turri (MT)	Lecturer (CAMH)
Bridget Escolme (BE)	Professor (Drama)
Rehana Patel (RP)	Academic PG Programmes Manager
Burcu Biltekin (BB)	Course Administrator

**Student members present:**

Lydia Hallam (LH)	MSc Mental Health: CAMH (FT)
Clayre Attisani (CA)	MSc Mental Health: CAMH (FT)

**Apologies for absence:**

Tracy Connelly (TC)	Deputy Institute Manager
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<b>Part 1 – Preliminary Items</b>	
<b>1(a)</b>	<b>Welcome and introduction for new members</b>
2020.001	Attendees were welcomed and introductions were made
<b>1(b)</b>	<b>Apologies for Absence</b>
2020.002	The meeting noted the apologies from members as recorded above.
<b>1(c)</b>	<b>Terms of reference and membership</b>
2020.003	The committee noted the terms and reference and membership of the Student Staff Liaison Committee
<b>1(d)</b>	<b>Admissions, induction and enrolment</b>
2020.004	The committee discussed the processes of admissions, enrolment and induction and noted the following:  MT explained that a lot of problems were had with Admissions and Enrolment. Whilst she did her best to keep all students engaged from the beginning, unfortunately one student was not able to catch up from the start and has only been able to join the course recently. MT apologised for

	<p>how stressful the enrolment process was for some students and is hoping to have more control from next year. BE acknowledge how frustrating it has been for students that were waiting to hear about their application, and is hoping to become a bigger part of the enrolment process along with MT. LH raised that it was very difficult being sent from person to person to obtain information and would like it made more easier for future students. RP stated that they will be doing feedback with Admissions department in terms of what went wrong, what can be made better, and asked whether students were having issues with admissions or enrolling. LH confirmed that it was mainly enrolment. CA asked whether more feedback would be useful and could make an anonymous survey that could capture the issues. RP confirmed that this would be really useful in order to address areas.</p>
<b>Part 2 – Student feedback, Programme Delivery and other matters</b>	
<b>2(a)</b>	<b>Programme/module developments and amendments</b>
2020.005	<p>The committee reviewed proposed programme / module developments and amendments. The following feedback was noted:</p> <p>BE explained that there are 2 elective modules for Drama in Semester 2, and she is in conversation with Emily who runs the Pedagogies module about how this will be run. Once this has been finalised, students will be informed. BE also explained that this year the Independent Written project will be done slightly differently. This will be discussed further next Tuesday at the Methodologies day. BE reassured reps that this will work as a class with class interaction whereas in the past it has been done as a mini dissertation project with supervisor meetings.</p> <p>MT mentioned that although she will be making an announcement on QMPlus, all Semester 2 teaching will also be online. This will be the same as Semester 1, along with onsite Enrichment sessions.</p>
<b>2(b)</b>	<b>Learning, teaching and assessment</b>
2020.006	<p>The committee reported on learning and teaching matters and the following points were noted:</p> <p>BE thanked students for their engagement. Addressed that although it had been difficulty with connectivity issues, she appreciated the way students were engaging with the sessions.</p>

<b>2(c)</b>	<b>Academic Support &amp; Learning resources</b>
2020.007	The committee reported on academic support matters and the following points were noted: MT has given students information on writing support and has invited the Royal Literary Fund Fellow to attend a session about their service.
<b>2(d)</b>	<b>Student feedback</b>
2020.008	The committee reported on academic support matters and the following points were noted: MT explained that CAMH scored well in the recently run survey. It was noted that a high number of students preferred onsite teaching, and more consideration should be given to the content of the CAMH specific enrichment sessions, which run both onsite and online.
<b>Part 3 – Items raised by students</b>	
<b>3(a)</b>	<b>Items from student course representatives</b>
2020.009	The following items were raised by the representatives: LH explained that no feedback was raised by students when requested. Seems problems are being ironed out and students are enjoying the course.
2020:010	CA wanted to know if there were any parameters around extra onsite activities/contact. MT explained that if teaching was onsite in Semester 2, then field visits would have been taking place. At present this is not allowed but there could be an opening for opportunities. BE mentioned there could be opportunities to do theatre practice in simple ways, in terms of using drama techniques to explore ideas. CA confirmed she would be happy to take part in any onsite opportunities and will be asking students how they feel about these ideas. MT mentioned that it would be good to know how many students will be onsite for Semester 2 and what they would like to do.
<b>Part 4 – Any Other Business</b>	
2020.011	The following items were raised under Any Other Business: Decided that LH will co-chair with BE at the next meeting.
<b>Part 5 – Date of the next meeting</b>	
2020.012	The committee noted that the next meeting would take place on 24 <sup>th</sup> November 2020.

**Action Sheet: Student-Staff Liaison Committee**

Minute	Action	Responsibility	Timescale	Action status	Issue resolved?
2020:004	RP to create detailed headings for reps to use for the survey	RP		Complete	Yes
2020:004	CA to create feedback survey	CA		Complete	Yes