

**School of Business and Management
Postgraduate Staff Liaison Committee (Semester 2, Meeting 1)
MSc A&M, MSc A&F
24th February 2022 (1pm, MS Teams)**

Minutes

Staff members present:

Aktar Hussain (AH)	Chair
Dr Nicholas Tsitsianis (NT)	Programme Director MSC A&M and A&F
Alex Foster (AF)	Postgraduate Administrator
Jenny Murphy (JM)	Postgraduate Programmes Manager
Salman Uddin (SU)	Student Support Officer & Secretary to Committee
Ripa Parvin (RP)	Student Engagement Manager
Iain McLoughlin (IM)	Senior Career Coach
Jacques Rogers (JR)	Faculty Liaison Librarian (HSS)

Student members present:

Dharmit Mehta (DM)	MSc Accounting and Management – Course rep
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Apologies

Alicia George (AG)	Alumni Relations And Events Officer
Dr Georgy Petrov (DP)	Director of Skills and Employer Engagement
Richard Evans (RE)	Faculty Liaison Librarian (HSS)
Dr Patrick McGurk (PM)	Associate Dean of Education
Yuejin Sui (YS)	MSc Accounting and Finance– Course rep
Burak Ozakca (BO)	MSc Accounting and Finance– Course rep
Simonee Modi (SM)	MSc Accounting and Finance– Course rep (Jan)
Dr Androniki Triantafylli (AT)	Director of Student Engagement and Advising

Part 1 – Preliminary Items	
1(a)	Welcome
2022.01	Chair welcomes members of the committee.
1(b)	Apologies for Absence
2022.02	Noted as above.
Part 2 – Programme Delivery and other matters	
2(a)	Programme updates and January Examination
2022.03	NT – provided updates on marking, internal, and external moderation process, CIMA deadlines and dissertations. DM – Accounting and Management course – mentions exams went well.

2(b)	Learning and teaching matters
2022.04	DM – informs that students are happy with 24-hour format examination.
2022.05	DM – informs that BUSM114 and BUSM116 marks has been released on QMplus, but student noted weightings are not correct and should be 40/60 as oppose to 50/50 currently displayed on the platform.
2022.06	AF – highlighted this is due to a glitch in QMplus, which does not translate the weightings correctly when synced in with Mysis, but weighting are accurate on Mysis, and this will not impact on student marks.
2(c)	Advising/Careers support
2022.07	IM – gave an update on upcoming careers support and events.
2022.08	RP – asked if any feedback from the advising sessions could be email to the engagement mailbox.
2(d)	Organisation and communication
2022.09	DM – mentions that everything is going very well for all students.
2(e)	Learning resources
2022.10	JR – provided an update on the library refurbishments works are ongoing JR Academic Skills team have recruited three new staff members and students are encouraged to take advantage of their expertise and help.
2022.11	DM – mentioned that all online learning platforms seem to be running smoothly, but do have occasional video and sound issues, but these are resolved quickly.
2022.13	AH – updated that all students who are looking to apply for the Graduate Route visa should arrive to UK for face-to-face teaching no later than 6 April 2022.
Part 3 – Any Other Business	
2022.14	None noted.
Part 4 – Date of the next meeting	
2022.15	TBC

Action Sheet: Student-Staff Liaison Committee

Action Point	Action	Allocated to	Action Status	Explanation of Action Taken
	No Actions Noted			