

**School of Business and Management  
Undergraduate Year 3 Student Staff Liaison Committee (Sem 2, Meeting 1)  
23<sup>rd</sup> February 2022 (12 pm, MS Teams)**

**Minutes**

**Staff members present:**

Aktar Hussain (AH)	Chair
Dr Darryn Mitussis (DM)	Programme Director BSc Marketing and Management
Dr Min Yan (MY)	Programme Director BSc Business with Law
Dr Ulrike Marx (UM)	Programme Director BSc Accounting and Management
Dr Panos Panagiotopoulos (PP)	Programme Director (3 <sup>rd</sup> Year) BSc Business and Management
Dr Androniki Triantafylli (AT)	Director of Student Engagement and Advising
Ripa Parvin (RP)	Student Engagement Manager
Salman Uddin (SU)	Student Support Officer/Secretary
Iain McLoughlin (IM)	Senior Careers Coach
Anisa Islam (AI)	Level 6 Administrator
Ciara Byrne (CB)	UG Programmes Manager
Anthea Chou (AC)	Faculty Library Liaison (HSS)

**Student members present:**

Ioana-Laura Stanculescu (ILS)	Business Management (BSc) Year 3 - Rep
Naveena Dhera (ND)	Marketing and Management (BSc) Year 3 - Rep
Jacob Tsibre (JT)	Marketing and Management (BSc) Year 3 - Rep
Vanesa Gaborikova (VG)	Business Management (BSc) Year 3 - Rep
Balsharon Atwal (BA)	Accounting and Management (BSc) Year 3 - Rep
Polina Suvorova (PS)	Business Management (BSc) Year 3 - Rep
Viktor Balko (VB)	Business Management (BSc) Year 3 - Rep

**Apologies for absence:**

Nalika Caesar-Harrison (NCH)	Business with Law (BSc) Year 3 Rep
Richard Evans (RE)	Library Rep
Dr Patrick McGurk (PM)	Associate Dean of Education
Dr Ravshonbek Otojanov (RO)	Director for Joint Programmes

**Part 1 – Preliminary Items**

<b>1(a)</b>	<b>Welcome and introduction for new members</b>
2022.01	Chair welcomed members of the committee.
<b>1(b)</b>	<b>Apologies for Absence</b>

2022.02	The meeting noted the apologies from members as recorded above.
<b>Part 2 – Programme Delivery and other matters</b>	
<b>2(a)</b>	<b>Programme updates</b>
2022.03	DM – Provided some programme updates on upcoming changes to the programme.  UM – Introduced herself as a new PD for Accounting & Management, and encouraged students to get in touch for advice.  MY – Provided update on ongoing discussions with counterparts at Law to develop new assessment models for SBM students.
<b>2(b)</b>	<b>Learning and teaching matters</b>
2022.04	BA - Accounting and Management Course. Everything has been going smoothly
2022.05	ILS – Business and Management Course – mentioned BUS329 module, tutor does not upload solutions to seminar questions on QMplus. BUS300, students complained that MO has not provided any group work instructions, and issues around organisations of the teamwork.
2022.06	AH – addressed the point regarding group formation, and explained that academics would take different approaches when organising student groups.
2022.07	MY – addressed the point regarding BUS329, and explained that solutions are not provided mainly to promote engagement and attendance in the seminar, and to encourage opening in-class discussions.
2022.08	PP – asked ILS to email him directly explaining concerns regarding BUS300 so he may look in to them.
2022.09	ND – Marketing and Management Course reports that all is going well and asks about how the final degree classification would be calculated.
2022.10	AH – explained the no detriment policy and referred to Covid Mitigating section on the website.
<b>2(c)</b>	<b>Advising/Careers support</b>
2022.11	IM – encouraged all final year students to use his services for career advice, and highlighted upcoming events.
2022.12	AT – encouraged all final use career service and take part in the upcoming events and workshops.  AT - encouraged students to complete the upcoming Pulse Check Survey.
2022.13	AH – requested to complete upcoming NSS survey so feedback can be used to improve student experience.
<b>2(d)</b>	<b>Organisation and communication</b>
2022.14	No particular comments, all going well.

<b>2(e)</b>	<b>Learning resources</b>
2022.15	<p>AC – provided an update on the library refurbishments works are ongoing. 500 new study spaces will be created</p> <p>AC - Alternative study spaces are available in the temporary building.</p> <p>AC - Academic Skills team have recruited three new staff members and students are encouraged to take advantage of their expertise and help.</p>
<b>Part 3 – Any Other Business</b>	
2022.16	None noted.

### Action Sheet: Student-Staff Liaison Committee

Action Point	Action	Allocated to	Action Status
	No Actions Noted.		