



UG STAFF/STUDENT LIAISON COMMITTEE 2018/9

MINUTES OF MEETING 1: 22 OCTOBER 2018

PRESENT: Ananya Agarwal, Gaurang Agarwal, Hannah Ashworth, Anderley Askham, Paul Baker, Silviu Baziuc, Ali Bevan, Sam Brill, Daniel Casares-Lauritsen, Jennifer Chan, Ian Crawford (Chair), Kristof Ehringer, Clementine Grellety Bosviel, Nia Griffiths, Paarth Gupta, Jane Hunt, Vaidehi Jaju, Artemis Johansen, Richard Kamm, Humzah Khalid, Sasha Kotchkour, Irene Macias, Claire Martin (Secretary), Laetitia Matta, Diana Moore, Danil Olenev, Mark Rowney, Rishabh Suri, Antigoni Theocharides, Tim Wakeley, Achshah Wildish, Bella Zeng.

Apologies for absence sent in advance:

Theoni Androulidaki, Natasha Binnie, Benoit Dillet, Sanchia Jones, Helen Rhodes, Amy Staines

PARA		ACTION
	<p>CHAIR'S WELCOME Ian Crawford introduced himself as the School's Director of UG Teaching and welcomed all present.</p>	
001	<p>MINUTES OF LAST MEETING (Paper 001) The Minutes of the 26 April 2018 meeting were accepted as a true record with no amendments.</p>	
002	<p>MATTERS ARISING, INCLUDING ACTIONS ON ITEMS RAISED AT PREVIOUS SSLC MEETINGS There were no action items/matters arising from the meeting on the 26 April 2018.</p>	
003	<p>TERMS OF REFERENCE AND MEMBERSHIP (Papers 002 and 003) The Secretary noted that the SSLC Annual Report needs to be removed from the Terms of Reference (paper 002). The SSLC Annual report is no longer produced.</p> <p>Since the meeting on the 22nd Oct the Membership list (paper 003) has been amended to correct an error with the Academic reps for BBA2 and BBA3 and to add in Academic Reps for Chemistry with Management.</p>	CM
004	<p>PROCEDURES: RAISING ISSUES ON UGSSLC (Papers 004) The Chair referred to the paper and emphasised that the issues regarding a unit or programme must be the views of the majority of the students or a sizeable group. SSLC is intended to deal with high level issues. Specific unit issues should be raised with the unit convenor and programme issues should be raised first with the DoS.</p> <p>Tim Wakeley raised the issue that if the unit convenor is also the programme DoS then issues can be brought to the Director of UG Teaching. This should be updated in the Procedure document.</p>	CM
005	<p>CHAIR'S BUSINESS The Chair said that the SSLC 'Terms' allowed for a Student Chair. The Chair should ideally be a student who is not in their first year and has attended SSLC meetings in the past. Any Academic Rep wishing to undertake this role should contact the Secretary by the 26 Oct.</p>	Reps
006	<p>NATIONAL STUDENT SURVEY AND UNIT EVALUATIONS 2018 The Chair stated that the NSS results are down especially for the BSc in Accounting and Finance. Notably the 3 year degree results are up and the 4 year results are down. The difficulty is that the NSS results are anonymous. Comments are provided but it is not always</p>	

	<p>possible to identify the key issues. The Chair is looking into ways that this can be improved along with encouraging more students to respond.</p> <p>An IMML student Rep commented on the Unit Evaluation information (paper 005) that some of the student numbers are very low. It may be that there is a silent majority who are OK/satisfied about the unit so don't feel there is a need to have their say. This may be skewing the results.</p> <p>A BAF Rep suggested that it might be worth using a small amount of lecture time to ask students to fill out the Unit evaluation survey, which would encourage more students to respond.</p> <p>A BIM Rep suggested that the length of the survey might also be an issue.</p> <p>Richard Kamm responded that the number of questions has been cut for unit evaluations and simplified and the unit convenors are allowed to include two discretionary questions. However the issue with the NSS survey is that it is the survey takes time to complete and some of the questions are not clear.</p> <p>An IMML Rep noted that the unit evaluation for one of the courses had high feedback but low scores. The Chair confirmed that there was a new lecturer on the course last year who has now left so the score was due to staffing issues that have now been resolved.</p>	
007	<p>CHANGES TO PROGRAMME AND UNITS - Standing item</p> <p>The Curriculum Transformation project is a review of all programmes and units. Curriculum Transformation will not affect current students, it will be implemented for new students only. Minor changes will take place to the programmes in 2018/9 but major changes will be part of Curriculum Transformation. The initial start date for the project was Sept 2019 but this has been delayed.</p>	
008	<p>LIBRARY-RELATED ISSUES</p> <p>Anderley Askham provided the report on behalf of Helen Rhodes, summarised as follows:</p> <p>New Library Website</p> <p>A new library website https://library.bath.ac.uk/management has been set up for management students. The new website is mobile friendly and packed full of descriptions of all the databases, e-books collections and case studies.</p> <p>Please let Helen Rhodes know what you think of the new website.</p> <p>New look library catalogue</p> <p>Another change has been the launch of the new mobile friendly library catalogue. The team at the Library are interested in any feedback you may have on the catalogue so please send any comments to library@bath.ac.uk.</p> <p>New resources: cases - https://library.bath.ac.uk/management/literature-search</p> <p>HS Talks: The Business and Management Collection</p> <p>Following a successful trial a subscription has been purchased to a video case study collection from HSTalks. It contains animated lectures, case studies and interviews by leading experts in academia, industry and commerce.</p> <p>Sage Business Cases</p> <p>Students now have permanent access to 2,550 contemporary and newsworthy cases from Sage Publishing.</p> <p>New E-book collections - https://library.bath.ac.uk/management/literature-search</p>	

	<u>DATE OF NEXT MEETING</u>	
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Wed 12 December. Meetings in 2019: Mon 11 February and Thurs 18 April.