



UG STAFF/STUDENT LIAISON COMMITTEE 2017/8

MINUTES OF MEETING 3: 12 February 2018

PRESENT: Ananya Agarwal, Paul Baker, Madeline Barfoot, Ali Bevan, Philip Cooper, Jen Duckett, Mara Grigore, Paarth Gupta, Sarah Jones, Maya Khurana, Jack Kitchen(Chair), Tingyu Liu, Claire Martin (Secretary), Diana Moore, Helen Rhodes, Matt Rusling, Amy Staines, Laura Stubbs, Achshah Wildish, Brianna Marie Wong.

Apologies for absence sent in advance:

Smaranda Balu, Robert Critchlow, Bianca Galimberti, Irene Macias, Sofya Morozova, Kimberly Russell, Kieran Shergill.

PARA		ACTION
	<p>CHAIR'S WELCOME</p> <p>Jack Kitchen welcomed everyone to the meeting, including Paarth Gupta and Ananya Agarwal who had been elected as BBA2 Reps, and thanked Omberline Denant who had stepped down.</p>	
017	<p>MINUTES OF LAST MEETING (Paper 008)</p> <p>The Minutes of the 13 December 2017 meeting were accepted as a true record with no amendments.</p> <p>Ali Bevan proposed acceptance of the Minutes and Sarah Jones seconded.</p>	
018	<p>MATTERS ARISING, INCLUDING ACTIONS ON ITEMS RAISED AT PREVIOUS SSLC MEETINGS</p> <p><u>Para 10: E-teaching Resources</u> (Sarah Jones)</p> <ul style="list-style-type: none"> The AV Manger confirmed a further breakdown of the Panopto usage across SoM will be available by 16 February 2018. Sarah Jones proposed having a meeting with some of Academic Reps to talk about e-polling tools and suggestions about packages to use. 	Sarah Jones/ Academic Reps
019	<p>CURRICULUM TRANSFORMATION PROJECT</p> <p>The Chair reminded all the Academic Reps of the Curriculum Transformation Town Hall on the 14 February. This is a talk and Q&A session run for Academic Reps by Peter Lambert and Andrew Heath. Further information is available on the link on Facebook.</p> <p>Philip Cooper confirmed that the School's UG Programme Development Team have met to discuss the Curriculum Transformation Project and will be putting together proposals for each of the programs for broader consultation. To help with establishing such proposals, the next step is to obtain input from students on issues they believe should be considered in reviewing their programmes. Philip Cooper asked the Academic Reps for their views on the best process to get feedback from the students. The objective is to elucidate what is considered good and what could be improved in each of the programmes and if anything is missing. The focus is at this programme level rather than about specific units.</p> <p>Academic Reps put forward the following proposals:</p> <ul style="list-style-type: none"> Focus groups led by the DoS at Programme level (i.e. including representatives from various years across the programme). Academic Reps to gather feedback from students using social media such as Facebook before attending the Focus Groups to make sure that all views are considered. 	

020	<p>CHANGES TO PROGRAMMES AND UNITS</p> <p>Philip Cooper reported that changes effective for 2018/9 have been kept to a minimum due to the Curriculum Transformation Project.</p> <p>Since the meeting additional feedback has been received from the School Assistant Registrar:</p> <p><i>Thank you to the students who provided comments to proposed unit changes for 2018/19. All comments received were positive about the changes being proposed. These were presented to the School Learning, Teaching and Quality committee which subsequently approved the proposals. Information on these will be included in option choice details in April.</i></p>	
021	<p>LIBRARY-RELATED ISSUES</p> <p>Helen Rhodes provided her report, summarised as follows:</p> <p>Library's Leave No Trace campaign from Monday 5 Feb</p> <p>The Library have had a 'water only' policy for many years. On 5 Feb a new trial was launched - allowing hot and cold drinks to be brought in providing they are in re-usable cups or flasks.</p> <ul style="list-style-type: none"> • Bottled soft drinks and water are permitted as well as drinks in re-useable cups with lids (e.g. Keep Cups) and thermos flasks • Disposable cups are not permitted. This is in support of the University's environmental initiatives and the Leave No Trace campaign to reduce waste • Food is not allowed in the Library <p>New Resource – IBISWorld Global, USA and China industry reports</p> <p>An extension has been added to the subscription for IBISWorld UK reports until the end of August as a long term trial to assess usage. The new reports cover the USA and China as well as a collection offering a global perspective. These add over 1,675 additional reports to our collection. With the existing UK reports we now have access to more than 2,000 in total.</p> <p>Each report analyses a particular industry with a section on forecasts, supply chain information, performance and outlook analysis, industry structure, products and markets, competitive landscape, operating strengths and weaknesses and analysis of external drivers. Helen is interested in any feedback on this resource. See the Library's blog for more information:</p> <p>https://unibathlibrary.wordpress.com/2018/01/12/1675-new-global-usa-and-china-industry-reports/</p> <p>IBISWorld is found on the Resources for Management web page under the 'market research' heading:</p> <p>http://www.bath.ac.uk/library/subjects/management/market-research.html</p>	
022	<p>CHAIR'S BUSINESS</p> <p>UCU STRIKES</p> <p>The UCU have called a series of strikes in February and March.</p> <p>The Education Officer has asked for feedback from students about what if anything will mitigate the impact of the strikes for students. The Academic Reps put forward the following proposals to help the students during semester 2:</p> <ul style="list-style-type: none"> • Lectures can be brought forward, doubling up the teaching in the first 5 weeks of the semester. BBA4 students had an issue with this due to the amount of time early in the semester that needs to be spent on FYP. The deadline for FYP is the end March. • Prioritising lectures so that material required for assessments are covered early in 	

