

<p>JT – Did not know there was a Common Room until 2 weeks ago. Confusion over it being called Thomas’ Room – not recognised by students as a Common Room.</p> <p>Feels more like a SPAH Common Room not ISC.</p> <p>KG – suggest looking at changes to Common Room i.e. photos, pictures, etc. and signage</p> <p>JC – suggests a Reps Photo to put in there</p> <p>DP explained the history of Thomas’ Room.</p> <p>KG – publicise the Common Room on Moodle, in welcome newsletter etc.</p> <p>DP – need to look at curriculum and social ways of building an ISC community i.e. brown bag lunches, reserve a table in Top Bar. We can facilitate this if Lead Rep coordinates time/date.</p> <p>JC – SU have a booklet of discounts for Reps to do things together.</p> <p>Question on who our Lead Rep is?</p> <p>JC – SU is looking into study spaces with the Uni, hopefully big changes to come. Part of the big 5 – Cost of living, Accommodation, Mental Health, My Course and Study Spaces.</p> <p>PF – Core modules with skill-based content – some students do not need help with essay writing or referencing. Should do a short survey to find out those who would benefit rather than make all students do it.</p> <p>JT – Discussed the difficulty of different referencing styles in departments</p> <p>DP – Zotero – citation website recommended.</p> <p>JT – Liberal Arts module choices – confusing structure.</p> <p>DP – Confirmed she is being flexible about module choices on a case by case basis, however she does not want module choices to be scattered in all different departments, want students to leave with a good foundation in a particular area.</p> <p>DP – Need to formalise the role of the Personal Tutor in module selection – it is an important role for Personal Tutors.</p> <p>JT – Personal Tutor roles seem vague and inconsistent.</p> <p>DP – Asked Reps when would be a good time to arrange Personal Tutor</p>	<p>KG/DP to look at some ideas</p> <p>JC – organise a Reps photo</p> <p>JC to circulate discounts</p> <p>JC has confirmed – Crystal Purnell is our Lead Rep</p> <p>JC – to feedback any developments</p> <p>KG – put links to referencing styles on Moodle</p> <p>DP – feedback to JH</p> <p>KG – look into how to communicate the Liberal Arts Course Structure more clearly</p> <p>DP to look into the Personal Tutor role and arrange meetings on module choices</p>
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<p>meetings about next year module choices.</p> <p>DM – 1st Years problems with referencing and essay writing. Could do with CS711 teaching this at the start of the term.</p> <p>VM – Example essays are handy to have on Moodle. Some modules have this, others do not. Need consistency.</p> <p>JT – Why two pages for CV in CS711? Some people’s CV do not need 2 pages, and often the advice given is to do a CV on one page.</p> <p>JT – Some lecturers talk too quietly. DP advised to put these comments in SAMT.</p> <p>JT – Sometimes the GTA contradicts in class what the Lecturer said in the lecture. DP – put these comments in SAMT.</p> <p>DP – Confirmed we are looking into mid-term feedback</p> <p>6. SAMT KG – response rate is low, common problem and need to improve this. Asking for Reps to help with this and encourage more responses. Week 9 surveys to be distributed.</p> <p>VM – could advertise how effective SAMT is i.e. what results we get from our discussions and actions. Incentive for students to complete them.</p> <p>7-9. No comments made, except happy with External Examiner reports, seemed fairly positive. Very happy with CS300.</p> <p>10. Handbook: KG confirmed there is an error on the Marking Criteria page: p122 – CS241-5-SP should be CS300-6-SP.</p> <p>11. No comments.</p> <p>12. DP is a member of the self-assessment team for SPAH and ISC – department is going for Bronze in Athena Swan this year, to do with gender equality and challenges. DP invited group to offer thoughts on gender equality in ISC; brief discussion ensued.</p> <p>JT – feels Listen Again should be available to all students. Not all health issues are diagnosed or reported, and it can be helpful for revision.</p> <p>DP – agrees it would be beneficial for lecturers to have greater control over Listen Again, for example enabling it for students for whom English is a second language in addition to SpLD students, but feels that the potential negative implications of Listen Again on student learning need to be more fully examined.</p> <p>13. Asked for suggestions for content for the new ISC Newsletter to be sent out beginning of September to new students with useful information, i.e. welcome week events, plagiarism, essay writing, referencing styles, moodle page, etc.</p> <p>14. Confirmation of next SSLC Meeting: 20 February 2019, 13:00-14:30, EBS 2.68</p>	<p>DP to follow up with Jane</p> <p>KG/DP to look into this.</p> <p>DP to follow up with Jane</p> <p>KG – advertise this on Moodle and FB.</p> <p>JC – advertise SAMT within the SU</p> <p>All Reps to have a think, ask other students and email istudies@essex.ac.uk</p>
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