

Minutes of the Graduate Staff-Student Liaison Committee (SSLC) Meeting

held on Wednesday 1 May 2019 at 13:00
in Room S2.133, Social Science Building

Attendees:

Staff Representatives:

Karalis Isaac, Alex	Deputy Director of PGT Programmes
Riley, Helen	Library Representative
Andrews, Carolyn	PTL Manager
Wyld, Andrea	Postgraduate Secretary
Redding, Stephanie	Senior Careers Consultant

Student Representatives	Zayat, Aline (Chair)	MSc Econ	MSc Econ
	Guerrieri D'Amati, Andrea (Secretary)	MSc Econ	
	He, Qi	MSc EIFE	
	Chen, Binjie	MSc EIFE	
	Stafford-Johnson, Natalie	MSc BES (Econ track)	
Apologies	Bollati, Edoardo	MSc Econ	
	Perkins, Catherine (Secretary)	MSc Econ	
	Naylor, Robin	Director of Studies	
	Smith, Jeremy	Head of Department	
	Taylor, Kelly	Quality Assurance Manager	

1. Review of Minutes & Actions meeting 6 March 2019

The minutes of the meeting held on Wednesday 6 March 2019 were found to be true and accurate.

2. Matters Arising

EC910:

- Students complained that not enough material/information was given to prepare for the second part of the exam as the syllabus and the Professor changed since previous year.
 - The Professor was contacted by the Department, who replied by saying that the structure of the questions will be similar to that of the problem sets. Moreover, additional office hours have been scheduled before exam date to allow for last-minute queries from students.

3. Learning Resources (Library/IT)

Library:

- On-Track programme flyers have been distributed to the SSLC and to students.
- Helen reported that study spaces are starting to be full as undergraduate exams are about to start and suggested to use alternative study spaces such as University House.
- Refurbishment in the library will happen over summer vacation, though less than planned.
- Helen will be available for dissertation help for most of the summer vacation.

4. Careers and Skills

Careers:

- Careers Centre will keep working during summer vacation.
- It was suggested to send an email from Department/Career Centre after all exams are over to advertise available resources.

5. Teaching and Learning

EC924:

- Solutions for problem sets were not given to students.
 - Module leader will provide them before the exam.
- Students felt that not much guidance was given on how to solve the first assignment.
 - Department reminded that postgraduate students are expected to do some self-learning.
- No revision lecture was given for exam preparation.
 - The module has a history of not having revision lectures, but they could be introduced next year.

EC966:

- Students complained that Lecture capture is absent but a voice recording of the lecture is present, which seems quite inefficient.
 - Department reminded that whether to use Lecture Capture or not (or similar substitutes) is up to the Module Leader.
- Students complained that EC990 and EC966 overlap in some topics but have different notations.
 - Department pointed out that this is custom in economics and it is actually useful so that students understand the underlying concepts and do not learn notations by heart. However, Department will raise the issue with module leaders.

Stata Helpdesk:

- As the person running the Helpdesk is from the Math department, students felt that they could only ask general questions on the code and not on other, maybe more useful, questions on economic interpretation.
 - It is not always possible for the Department to look at specific expertise areas of the staff running the Helpdesk.
- Students suggested to have a similar Helpdesk for Matlab, as it might be useful for dissertations.
 - Rather than creating a whole other Helpdesk, Department could advertise available resources to seminar tutors who could then liaise the information to students.

6. Student Engagement and Support

PTES:

- Department reminded that PTES will be open until June so that it does not overlap with exam preparation, and asked SSLC to promote it to students.

7. Assessment and Feedback

Nothing to discuss.

8. Dissertation

Nothing to discuss.

9. Organisation of the course

Exams overlapping:

- Some students noted that they had more than one exam on the same day and asked whether it would be possible to do anything about it.
 - Exams timetable is centralised, it might happen to have different 2-hour examinations on the same day. However, Department made an effort to schedule EC902-EC907/EC910-EC987 at the end of the second week of examinations as not to have all exams in the same week.

10. Gender Equality and Diversity

Nothing to discuss.

11. AOB

Annual Reports will be drafted by the SSLC before the beginning of the summer vacation.

12. Next meeting

This was the last meeting of the 2018-2019 SSLC. The next meeting for the 2019-2020 SSLC will be scheduled further on.