

**Staff Student Liaison Group Meeting (Years 1 and 2)**

6<sup>th</sup> December 2006

15.00 hrs

Room 158, SAFB

South Kensington

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**Minutes**

Present: Mr S Chopra (chair), Mr S Armstrong, Miss E Barry, Mr A Chopra, Dr M Croucher, Ms L Doolan, Mr S Dubb, Professor A Firth, Ms M Foot, Mr S Hindocha, Dr C John, Professor J Laycock, Dr M Lowrie, Dr P Luther, Dr K Meeran, Mr A Mohammed, Dr E Muir, Ms S Raghuvanshi, Mr O Shariq, Ms J Williams (secretary)

- 1. Apologies:** Miss J Higham, Professor M Ferenczi, Dr M Barrett, Dr A Raby, Dr M Toledano, Dr D Nestel, Dr N Curtin, Dr S Gentleman, Mr R Barnard, Ms J Shiel, Ms J Smith, Ms E McGovern

Meeting opened at: 15.00 hrs

**2. Terms of Reference**

AGREED: a) that the Terms of Reference were agreed and the membership with the addition of the Academic Lead for Dr and Patient course.

**Action: Yrs 1 and 2 Administrator**

**2. Minutes of the Meeting Held on 24<sup>th</sup> May 2006**

AGREED: a) that the Minutes of the meeting held on 24th May 2006 be received and approved.

**3. Autumn Term teaching**

**3.1 Year 1**

**3.1.1 MCD**

REPORTED: a) that despite good feedback on many lectures, some specific concerns had been highlighted

AGREED: b) that students should let the Theme Leader know and ensure that they feed comments back through SOLE.

**Action: Student Reps**

**3.1.2 Sociology**

REPORTED: a) that some students felt the course was too long and would welcome some small group teaching to complement the lectures.

AGREED: b) that current staffing resources would not allow for tutorials.

**3.1.3 Epidemiology in Practice**

REPORTED: a) that students particularly enjoyed the tutorials and would welcome additional small group teaching.

- b) that some students felt the course would benefit from being more spread out.

### **3.1.4 Library Sessions**

- REPORTED:
- a) that the referencing session was felt to be particularly useful.
  - b) that the session on Google was less necessary and should be reviewed.
  - c) that the Plagiarism session had mixed feedback, although it was pointed out that this might change once the results of the quiz were published this week.
- AGREED:
- d) that the Library Teaching team would review their course in the light of student comments.

**Action: Library Team**

### **3.1.5. Patient Contact Course (PCC)**

- REPORTED:
- a) that students had enjoyed the new format of the course.
  - b) that some students questioned the value of the Patient Symptom Survey, although it was felt that this might be due to some group leaders not explaining its relevance fully.
  - c) that there had been some minor problems with accessibility to or suitability of some patients.
- AGREED:
- d) that the Course Leader should encourage group leaders to emphasise the importance of the Symptom Survey so that students could see the benefits.
  - d) that individual specific problems should be fed back to the course leader.

**Action: Student Reps and PCC course leader**

### **3.1.6 Problem Based Learning**

- REPORTED:
- a) that the course had received positive feedback.

### **3.1.7 Communication Skills**

- REPORTED:
- a) that the course had been very well received and the simulated patient sessions particularly enjoyed.

## **3.2 Year 2**

### **3.2.1 Anatomy of the Head, Neck and Spine**

- REPORTED:
- a) that this course had been very well received by students who enjoyed the format of a lecture preceding the relevant prosection sessions.
  - b) that the newly introduced web streaming had also proved very useful
  - c) that the students felt a take home synopsis after each session, possibly on the intranet, would be useful.

### **4.2.2 Musculoskeletal**

- REPORTED:
- a) that the initial lectures had been well received and were considered well timed with the relevant neuroscience sessions.

### **4.2.3 Pharmacology and Therapeutics**

- REPORTED:
- a) that the course had been well taught with good lecturers.
  - b) that students were concerned about the policy of putting slides up on the intranet at the end of each term rather than before or immediately after each session. They felt this made their learning process more time

consuming and that it was not possible to listen attentively and write good detailed notes.

- AGREED:
- c) that this issue had been raised previously and should be addressed in a wider context relating to teaching and learning.
  - d) that in addition, student reps should arrange a meeting with P&T Course Leaders to try and identify the problems fully.

**Action: Student Reps and P&T Course Leader**

#### **4.2.4. MCD**

- REPORTED:
- a) that the course had been well received, particularly the haematology.
  - b) that students would welcome exam style questions on the diagnostics course.

- AGREED:
- c) that this information would be fed back to the Course Leaders

#### **4.2.5. Personal and Professional Development**

- REPORTED:
- a) that the course had been very well received and the tutors rated very highly.
  - b) that some of the sessions next term would be run on WebCT (rather than the previous CAL versions) and students were requested to feedback on this process to the academic lead for Dr and Patient Course

**Action: Student Reps**

#### **4.2.6. PBL**

- REPORTED:
- a) that the students had enjoyed the course and felt the cases were well timed to correspond with the rest of the Year 2 teaching.

#### **4.2.7. Communication Skills**

- REPORTED:
- a) that the students had enjoyed the course and found the peer feedback session particularly useful

#### **4.2.8. Neuroscience and Mental Health**

- REPORTED:
- a) that the students had enjoyed the course and found the initial revision exercises useful
  - b) that additional time for more revision at the beginning and more case studies would be welcomed.
  - c) that some queries over the use of Learning Objectives in some sessions were raised.
- AGREED:
- d) that the time allocation would not allow for further sessions
  - e) that students should feed back specific concerns relating to sessions to the Course Leader
  - f) that the issue relating to the use of Learning Objectives as a teaching and learning strategy should be discussed at the ESC1,2 in March 2007.
  - g) that the Head of Years 1 and 2 would consult with the ICSM SU President and take this forward

**Action: Head of Years 1 and 2 and ICSM SU President**

#### **4.2.9. Endocrinology**

- REPORTED:
- a) that the course was very well received and students particularly enjoyed the multi-teacher presentations and found the web streaming very useful.
  - b) that they would welcome more EMQs as those provided were very useful.

### **5. Library**

- REPORTED:
- a) that students welcomed the later opening hours on the CX site.
  - b) that some refurbishment was planned but that the Library were taking key revision times into account in their planning.

## **7. Quality**

### **7.1 SOLE**

- REPORTED: a) that students were encouraged to participate and that the usual strategies for reminding them had been employed.
- AGREED: b) that the Quality team should inform teachers who were scheduled to teach during the opening and closing periods for SOLE so that further reminders could be given.

**Action: Quality Assurance and Enhancement Manager**

## **8. Non Academic issues**

### **8.1 Welfare**

- REPORTED: a) that students were to be encouraged to contact their Personal Tutors regularly during their first and second years.
- b) that the Head of Pastoral Care and the ICSM SU Welfare Officer were planning an informal social gathering early in the Spring term to encourage more interaction.
- AGREED: c) that the ICSM SU President would speak to Year 1 students at the time of their formative exams encouraging them further to make contact with their Personal Tutors.

**Action: ICSM SU President**

## **9. Any Other Business**

### **9.1 E Learning**

- REPORTED: a) that the WebCT facilities were being rolled out gradually through the curriculum and that currently Discussion boards were available for all Year 1 and 2 courses and that students should be encouraged to use these.
- b) that E Learning should be a regular agenda item in view of it's increasing importance.

**Action: Year 1 and 2 Administrator**

## **10. Date of meetings for 2006/7**

These confirmed as:

**Wed 14<sup>th</sup> March at 3pm**

**Wed 23<sup>rd</sup> May 2007 at 3pm**

All in 158, SAFB at South Kensington

Meeting Closed at: 16.45

*Jo Williams/Shiv Chopra  
December 2006*