

Staff Student Liaison Group meeting (Years 1 and 2)

Wednesday 28th May 2008

15.00

Room 128, SAFB

South Kensington Campus

Agenda

	<u>Agenda item</u>	<u>Lead</u>	<u>Paper</u>
1.	Welcome & Apologies for Absence	Chair	
2.	Minutes of the Meeting Held on 5th March 2008	Chair	SSLG1,20708-04
3.	Matters Arising		
	3.1 Minute 3.1 EIP progress	Yr 1 reps	
	3.2 Minute 4.1 Intranet development	Head of Learning Resources	
	3.3 Minute 4.1 feedback on use of clickers	Yrs 1 and 2 reps	
	3.4 Minute 7.1 Link to Anatomy TV	Head of Learning Resources	
4.	Summer Term teaching		
	4.1 Year 1 courses Alimentary System, Urinary System, Skin, Anatomy of the Abdomen, Patient Contact Course	Year 1 Reps and course leaders	SSLG1,20708-05
	4.2 Year 2 courses IBFD (Water and Electrolytes, Physiology of Infection and Nutrition)	Year 2 Reps and course leaders	SSLG1,20708-06
5.	Assessment		
	5.1 Proposal to change Year 1 formative assessment	Exam Sub Board Chair (Yr 1)	SSLG1,20708-07
	5.2 Report on Yr 1 Peer Marked SAQ session		SSLG1,20708-08
	5.3 FAQs for intranet	Exam Sub Board Chair (Yr 1)	SSLG1,20708-09
6.	Quality		
	6.1 SOLE Summer term	Head of Quality	
7.	Library	Library Rep	
	7.1 Minute 7.1 feedback re: start of term library sessions	Year Reps	
	7.2 Library feedback on Library loans	Library Rep	
8.	Non Academic Issues		
	8.1 Facilities		

8.2 Administration

8.3 Welfare

Minute 8.1 Health Centre feedback

Head of Pastoral
Care

9. Any Other Business

10. 2008/9 meetings

Dates to be circulated

Please send apologies to jo.williams@imperial.ac.uk

Membership

Chair, ICSM SU President	Mr Timothy Wills
Head of Undergraduate Medicine	Professor Jenny Higham
Head of Year 1 and 2, LSS Theme Chair	Professor Tony Firth
MCD Theme Chair	Dr Cheryl Gregory Evans
LCRS Theme Chair	Professor John Laycock
FOCP Theme Chair	Dr Elizabeth Muir
IBFD Theme Chair	Dr Liz Lightstone
Head of Learning Resources	Dr Mike Barrett
Head of Quality	Professor Karim Meeran
Sub Board Chair (Yr 1 assessment)	Professor Nancy Curtin
Sub Board Chair (Yr 2 assessment)	Dr Martin Goodier
Student Union Education Rep (Yrs 1 and 2)	Mr Sukhpreet Dubb
Student Union Representatives (Yrs 1 and 2)	Mr Anil Chopra
	Mr Omair Shariq
	Mr Osayuki Nehikhare
	Miss Kimmee Khan
	Mr David Smith
	Miss Krishna Gayathri Rajasooriar
Library Representative	Ms Bethan Adams
Curriculum Administrator (Yrs 1 and 2)	Ms Jo Williams
Ex Officio members	
Year 1 and 2 Course leaders as required	
Manager, UMO	Ms Janette Shiel
Clinical Curriculum Manager	Ms Justine Smith
Student Services Manager	Mr Sam Armstrong
Quality Assurance and Enhancement Manager	Mr Paul Ratcliffe
Examinations Manager	Ms Erika McGovern
Examinations Officer	Ms Margaret Rodger
Senior Learning Technologist	Ms Maria Toro
Learning Resources Administrator	Elizabeth Drage