

Staff Student Liaison Group (years 1 and 2) meeting

27th May 2009

15.00

128, SAFB

South Kensington Campus

Minutes

Present:, Mr M Chamberlain (Chair), Dr M Barrett, Ms R Brownhill, Professor N Curtin, Miss R Elmahdi, Dr M Emerson, Professor J Higham, Mr A Hosin, Mr A Janmohamed, Dr P Kemp, Miss K Khan, Professor J Laycock, Dr M Morrell, Mr R Mudannayake, Dr K Murphy, Miss K Rajasooriar, Mr P Ratcliffe, Ms J Shiel, Miss R Singh

In attendance: Ms J Williams (secretary)

Apologies: Dr C Bicknell, Mr A Chopra, Ms S English, Ms M Foot, Dr G Frost, Dr C Gabriel, Dr M Goodier, Dr J Hoare, Dr W Kong, Dr P Luther, Dr A McGregor, Dr K Meeran, Ms E McGovern, Dr E Muir, Dr A Raby, Dr S Robinson, Ms M Rodger, Ms J Smith, Ms M Toro

Meeting commenced at 15.00

1. **Welcome & Apologies for Absence**
AGREED: a) that the membership of the committee had been amended to include the new vertical theme leads and the senior tutor (years 1 and 2)
2. **Minutes of the Meeting Held on 4th March 2009**
AGREED: a) that the Minutes of the meeting held on 4th March 2009 be received and approved [paper SSLG1,200809-11].
3. **Matters Arising**
REPORTED: a) that the Head of Years 1 and 2 and ICSMSU had spoken to students since the previous meeting regarding their attendance and behaviour in lectures.
b) that attendance in anatomy had been monitored and showed that some students were missing significant parts of this course.
c) that next year the introduction of the Student Contract and tighter attendance monitoring would hopefully solve this problem.
4. **Summer Term teaching**
RECEIVED: a) that the Year Reps for Years 1 and 2 had surveyed the years and obtained feedback on courses [SSLG1,20809-12]
NOTED: b) that the details relating to individual courses would be fed back to course leaders not present who would respond where appropriate.
c) that the Year 1 and 2 students should be given access to the Imaging resources used by the GEP students for 2009/10 but they should be aware that this information was not considered "core" learning.

Action: Head of Years 1 and 2 and Head of Anatomy

d) that the Skin course would be reviewed for next year as it was considered too dense.

Action: LSS Theme Chair

e) that the suggestion to move the PCC summative assignment earlier in the year would be raised with the course leader.

Action: PCC course leader

f) that the IBFD course and particularly the tutorials were really enjoyed and it was hoped that additional small group teaching could be increased in the Science and the Patient course next year.

Action: IBFD Theme Chairs

g) that it was sometimes difficult to find the papers that students were required to read, although it was pointed out that using Pub Med was a key skill.

5.

Assessment

5.1

Year 2 Summative Assessment

NOTED:

a) that students felt the time allowed for the FOCP paper was too short and that this should be reviewed.

b) that queries relating to specific questions would be fed back to course leaders.

Action: Theme Chairs.

5.2

Year 1 Formative Assessment

RECEIVED:

a) that the Year 1 (Exam) Sub-Board Chair had summarised the new arrangements of PMSA and increased on line assessment [SSLG1,20809-13]

NOTED:

b) that the peer marked SAQs were particularly useful and students requested having 1 for each course next year, although it was pointed out that attendance had not always been good at these sessions.

Action: Theme Chairs and Course Leaders

5.3

Year 2 Formative Assessment

NOTED:

a) that Year 2 students felt they would benefit from some similar formative assessments and the Year 2 (Exam) Sub Board Chair would be asked to approach students to write some SBAs over the summer as had happened with Year 1.

Action: Year 2 (Exam) Sub-Board Chair

6.

Change to teaching 2009/10

RECEIVED:

a) a paper proposing to move the Law part of the MEL course to Year 3 was received [SSLG1,20809—14]

AGREED:

b) that this would help to reduce the content in the MEL course in Year 2 and integrate the legal aspects with the clinical teaching in Year 3.

c) that students welcomed this proposal but felt that some legal aspects would still need to be covered within MEL.

d) that students felt that some form of in-course assessment for MEL would be more appropriate than the current exam and this would be raised with the course leader.

Action: MEL course leader

7.

Quality

7.1

SOLE

NOTED:

a) that Summer SOLE was now open and students were encouraged to participate.

b) that students requested that the Spring SOLE be open for longer, although it was pointed out that this currently had to run in conjunction with the rest of the College

AGREED: c) that the QAE Manager would take this back to the College groups for consideration in future.
Action: QAE Manager

8.
RECEIVED: **Library**
a) paper [SSLG1,20809-15]
b) that the Library were currently working with the Faculty to consider costings for extending opening hours at the libraries.

9.
9.1
NOTED: **Non academic issues**
Welfare
a) that there was a new welfare system in place with a new Senior Tutor for Years 1 and 2.
b) that further substantial changes to the system were being planned and students would be kept fully informed.

10.
NOTED: **Any Other Business**
a) that the ICSM SU President and Year reps were thanked for their contribution over the year.

Meeting Closed at: 16.30

MC/JW
May 2009