

Staff Student Liaison Group (Years 1 and 2)

Terms of Reference and Membership

The Staff Student Liaison Groups report to the relevant Education Sub-Committee and are chaired by representatives from the ICSM Student Union. The role of these groups is to provide a forum for consideration of academic and non-academic issues raised by staff and/or students regarding the MBBS/BSc programme.

The Group's specific responsibilities include:

- 1 To consider academic and non-academic issues and problems raised by student and/or staff concerning the relevant years of the course, to identify possible solutions and oversee remedial action, referring matters to the relevant Education Committee where appropriate.
- 2 To receive and respond to teaching evaluations as part of the quality assurance procedures.

Distribution list

President ICSM SU (Chair)	Ms Suzie Rayner
Deputy President ICSM SU	Mr Ali Hosin
Deputy Principal and Director of Education	Professor Jenny Higham
Deputy Directors of Education	Dr Sue Smith, Professor Karim Meeran and Mr Martin Lupton
Head of Year 1 and 2	Professor John Laycock
Deputy Head of Year 1 and 2 and MCD Theme Chair	Dr Keith Gould
Science and Patient Theme Chairs	Dr Gareth Barnes and Dr Michael Wilson
FOCP and Dr and Patient Theme Chair	Dr Elizabeth Muir
LSS Theme Chair	Professor Mary Morrell
LCRS Theme Chair	Professor Steve Gentleman
Relevant ICSM SU reps	
<ul style="list-style-type: none"> • Welfare • Academic Officer (Yrs 1 and 2 and GE) • Year 1 Reps 	Mr Neeraj Kalra Mr Steven Tran Ms Anju George Mr Nik Nik Fauzi Mr David Goldsmith Mr John Golden Mr Kyung-hoon Moon Ms Jennifer Chivinge Mr Keenan Saleh Ms Aiysha Puri Dr Mike Emerson
<ul style="list-style-type: none"> • Year 2 Reps 	Dr Paul Kemp Dr Niamh Martin Dr Mike Barrett Professor Karim Meeran Ms Jacqueline Cousins and Ms Kate Perris Ms Jo Williams
Senior Tutor (Yrs 1 and 2)	
Sub Board Chair (Year 1 Assessment)	
Sub Board Chair (Year 2 Assessment)	
Head of Learning Resources	
Head of Quality Assurance & Enhancement	
Library Representatives	
Curriculum Administrator (Yrs 1 and 2)	

Ex Officio Members – to receive papers and attend as appropriate

Course coordinators for courses which have recently run or those with an interest in a specific agenda item are invited to relevant meetings.

Faculty Education Officer

Deputy Faculty Education Officer

Student Services Manager

Senior Learning Technologist

Quality Assurance and Enhancement Manager

Examinations Manager

Examinations Officer (Years 1 and 2)

Learning & Technical Services Manager

Ms Susan English

Mr Paul Ratcliffe

Ms Janette Shiel

Mr Ashish Hemani

Mr Chris Harris

Ms Erika McGovern

Ms Margaret Rodger

Ms Michele Foot