

THE UNIVERSITY OF MANCHESTER

School of Chemistry

STAFF/STUDENT LIAISON COMMITTEE

MINUTES

Meeting held at 1pm Wednesday 1 May 2013 in School of Chemistry, Room GE.005

Present: Garry Procter (Chair), Andrew Regan, Karen Charters

Student Representatives:

Level 1	Ikra Pervaiz	
Level 2	Lisa Williams	
Level 3	Jessica Quirke	Kyriacos Demetriou
Level 4	Priyanka Comar	

1. Apologies for absence

None received

2. Minutes and Matters Arising

- 5c) Reported problems with students receiving listserv messages had been reported to IT support. At present no fault had been found, and further investigations were taking place.
- 6a) This issue had been reported. The third year S-Lab co-ordinator had made adjustments to BSc project marking in light of equipment failures.
- 6b) Comments had been passed on.
- 7a) Comments had been passed on and material from 30412 was being displayed on 41412.
- 7b) Initial queries had been made regarding expansion of software on the cluster image.

3. First Year matters

- a) The first year rep had conducted an online student satisfaction survey, based on the same questions as the NSS. There had been 21 responses and the results were mainly positive. In particular students appeared to be enjoying the more traditional style of delivery in CHEM10312.
- b) A problem had been reported with the way that results were being displayed for the final maths test. This was likely to be a blackboard fault and the convenor aware, but the Chair would check this.

5. Second Year matters

- a) The main problem reported throughout the year was the feedback from S-Lab, which was slow all year. It was suggested that a review of the current system should take place, and this would be reported back to the lab organiser (**Action: GP**)
- b) It was reported that a new computer cluster had opened in the Simon Building, but that there were no printers. This was considered to be an excellent resource. The Senior Education Officer

would contact IT services for more information, so that its location could be advertised to more students next year. (*Action: KC*)

6. Third Year matters

- a) It was noted that BSc students submitted their final reports in week 8, and MChem students in week 10, meaning that BSc students had more time for revision. It was explained that all projects in year 3 were under review, but at present no changes were planned to submission dates for 2013/14.

7. Fourth Year matters

- a) No issues reported

8. Any other business

- a) Feedback was requested regarding the timetable. It was felt that the second year timetable was particularly crowded on Mondays, and that this could have had a detrimental effect on participation in year 2 PASS, as most students used this hour for their lunch break.
- b) Feedback on learning resources brought up the following issues/suggestions: more seats in the computer cluster, as people often moved chairs around so that more than one person was sat at each PC; a print robot being located in the cluster; longer opening hours for the library all year round; more information about how to print remotely to cluster printers from your own laptop.
- c) All reps were thanked for their valuable contribution during the academic year. A record of their participation would go onto their HEAR.