

**Faculty: FASS**

**Department: International Politics**

**Date/Time: 14:00, 16/11/22**

**Reps in Attendance:** William Wylde, Kyle Jones, Loti Glyn, Chloe Nock, Matilda Falchetta, Ben Smith, Felix Smart, Adam McCartan, Zoe Larkai-Doherty, Daria Ermolina, Dmtry Onoprijcuks

**Staff in Attendance:** Milja Kurki, Christopher Phillips, Ceuron Bryn Tecwyn

**Student Services**: Andrew Wolckenhaar (Careers), John Harrington (Student Services), Simon French (Library)

**Apologies/Absent:** None

**Agenda**

1. **Previous Minutes:** Approved
2. **Matters arising from previous minutes:**

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| **Action Number:** | **Action:** | **Action Status and Outcome:** | **Whose Action:** |
| **2.1** | Inductions into student wellbeing now more consistent, and access hours made clearer. | **N/A** |  |
| **2.2** | Early checklists for the dissertation module to be addressed. |  | MK/CP |
| **2.3** | Prejudice towards Welsh-speakers addressed in Welcome presentation. | **N/A** |  |
| **2.4** | Difficulties contacting Joint Honours, International, and Welsh Medium students due to issues with emailing lists. |  | MK |
| **2.5** | Guidance on online bullying released, but video has not. |  | MK/Student services |
| **2.6** | Department now has new coffee & vending machine. | **N/A** |  |
| **2.7** | Lucy Taylor working on introduction video for the department. |  | MK to follow up |

**Careers**

* Rep introduced the Careers service.
* Rep asked for feedback on the introduction presentations to the Careers service for first years.
* Employability to be part of the dissertation module.
* Career events will be held, both online and in-person.
* Drop-in sessions available in the foyer on Thursdays.
* Student rep pointed out that not all 3rd year students do the dissertation module, so an employability event for all 3rd years would be preferable.

**Library**

* Library is now fully open.
* Students advised to take their student card with them to the library for access.
* Help available via email and appointment.
* Inter-library loans available.
* Careers rep asked if the library has access to newspaper databases. Library rep confirmed that they do, but with restrictions.
* Student rep said that windows are often open in the library, which makes it cold. Library rep said that he would look into it, and noted that it is a covid rule. **To be raised with Estates**.
* Student rep asked for more accessible book reviews. Library rep noted that during the pandemic, the library has attempted to acquire more e-books, but only around 15% of publications are published in e-book form. Student reps gave positive feedback on the availability of books otherwise, especially politics. Library rep explained that some e-books have limits on the number of users, and some have a queuing system.
* Multiple reps stated that the system for booking rooms is too complicated and awkward, particularly as availability is not shown when booking. Double booking also occurs.
1. **Student Matters**

 **Year 3**

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|  | **Comments/Feedback:** | **Action (where applicable):** | **Whose Action:** |
| **1** | Many students are stressed and feel that feedback by supervisors for the dissertation module is frequently too vague. | L&T; Diss module team | MK |
| **2** | Dissertation workshops considered too time-consuming. Rep suggested that dissertation lectures should be mandatory, but workshops should be optional. | Diss module team to be contacted | MK |
| **3** | The deadlines of graduate schemes means that it is difficult for students to balance working on the dissertation and attending careers events. |  |  |
| **4** | Rep suggested informal careers meetings for students in groups. | Careers to look into | TO/MK |
| **5** | Mentor scheme available, but must be better promoted. |  | TO/GH |
| **6** | Suggested that alumni could be invited to talk about careers. |  | TO/GH |
| **7** | Career Readiness support program available. |  | TO/GH |

**Year 2**

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|  | **Comments/Feedback:** | **Action (where applicable):** | **Whose Action:** |
| **1** | General feedback positive, especially regarding the year meet-ups. | N/A |  |
| **2** | Problem with the consistency of pacing of lectures, with some lectures having not enough notes on their Powerpoint presentations, some too little. Some staff don’t use Powerpoint at all, which is a problem for students who are hard of hearing or speak English as a second language, etc. Software to help is available via student support for students with specific medical issues, however Panopto captioning software is considered unsuitable as it struggles with accents. | To be raised with staff.Raise awareness of accessibility services available. | CP/MK |
| **3** | Staff asked rep for feedback on lectures. Rep responded that he personally preferred greater interactivity. | N/A |  |
| **4** | Library given positive feedback. | N/A |  |

 **Year 1**

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|  | **Comments/Feedback:** | **Action (where applicable):** | **Whose Action:** |
| **1** | Positive feedback on modules. | N/A |  |
| **2** | One complaint on lack of diverse speakers. | To be communicated to module convenor | MK |
| **3** | Students are overwhelmed and want a Reading Week. | To be discussed L&T | CH/MK |
| **4** | Lack of stationery. | L&T | MK |
| **5** | Room C22 lacks ventilation | Estates | MK |

 **International**

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|  | **Comments/Feedback:** | **Action (where applicable):** | **Whose Action:** |
| **1** | Not much feedback from students. | N/A |  |
| **2** | Students want to be forewarned about assignments. | New Blackboard, coming in summer 2023, will have a calendar feature showing assignments. |  |
| **3** | Students who are hard of hearing have an issue with a lecturer with a very quiet voice. | To be communicated to module convenor | **MK** |

**Joint Honours**

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|  | **Comments/Feedback:** | **Action (where applicable):** | **Whose Action:** |
| **1** | Positive feedback for the Exploring the International module, lectures in general, and communication. | **N/A** |  |
| **2** | Deadlines too close together. | **To be noted at L&T** | **CH/MK** |
| **3** | Student wanted longer seminars. | **To be noted at L&T** | **CH/MK** |
| **4** | Too much reading for seminars. Staff noted that students need to learn to manage their time. | **To be noted at L&T** | **MK** |
| **5** | Rep suggested fun group activities to get students used to group work, as students are frequently quiet in seminars. | **To be noted at L&T** | **MK/CP** |
| **6** | Positive feedback on crisis simulations. | **N/A** |  |

**Welsh Medium**

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|  | **Comments/Feedback:** | **Action (where applicable):** | **Whose Action:** |
| **1** | Little feedback, but positive. Classes are well-received, and the small groups appreciated. | **NA** |  |
| **2** | Students want more Welsh-medium lectures. | **WM tutor be contacted** | **MK** |
| **3** | Staff suggest simultaneous translation services (for Welsh medium Headlines speakers). | **Convenor to be contacted** | **MK** |

**Student Support**

* Student Support rep introduced the Student Support services.
* Student Support is working with IS to make DSA requirements clear to students.
* Greater support for gender-diverse students.
* Support for students who are estranged from their families.
* Mental health issues have become more common.
* Students and staff encouraged to use the Raising Concerns form about students.
* Hardship fund available for the cost of living crisis.
* Period poverty products available.
* Sexual violence liaison officers available.
* Online bullying reporting system available.
* Old College redevelopment plan includes a safe space for youth.
* The welcome and induction process is being reviewed.
* The Student Support experience is being reviewed, with relocation being considered.
* A Project Officer is being employed to research how to manage the effects of trauma.
1. **Chair’s Business**
2. **Interpol Diversity Prize** – Advert for the prize to be sent out in 2 weeks.
3. **Diversity Working Group** – A pizza quiz night is planned, possibly for the 8th of December.