

Student-Staff Committee Annual Report

Academic year: 2016/17	
School/Institute: History, Classics and Archaeology	
Programmes covered by SSC: All History, Classics and Archaeology PGT and PGR programmes	
How many SSCs have taken place during the academic year? 3	
Chair: Sam Petty	Email: sam.petty@ncl.ac.uk
Secretary: Sajidah Saleem	Email: sajidah.saleem@ncl.ac.uk
Staff Facilitator: Dr Don Miller	Email: don.miller@ncl.ac.uk

Matters resolved during this academic year

Matter raised	Raised by:	Outcome
Missing core textbooks on some modules	PGT	Students said that there were often core textbooks missing in the Library for some modules. Lucy Keating (HaSS Liaison Librarian) said students should report this to her or the module leader so that books can be made available.
Bibliographies- students asked for clarification as to whether there was a standard rule needed	PGT- MA British History	Matt Perry said that there was no standard rule, and that regular conventions should be followed. Don Miller looked into this and agreed the same.
Timetable clashes between Beginner's Latin and Roman Egypt modules	PGT- MA Classics and Ancient History	Students said that 50% of students have timetable clashes between the two modules, and asked whether this could be avoided next year. Rachel Nesbitt said that this will be looked into for next year. Don Miller reported that timetable clashes between optional and compulsory modules were sometimes inevitable but that Timetabling have said that if optional modules are referred to as 'preferred' they will avoid conflicts with compulsory modules in future.
Students requesting colour printing in the PG Goldfish Bowl	Matt Atkinson	Students requested whether it would be possible for there to be colour printing in the PG Goldfish Bowl. The Head of School refused an increase in printer credits for UG students due to unaffordability, and the same was resolved for colour printing for PG students.

<p>Students reported that some of the strands of topics covered are too disparate, and that the Conflict in European History module is too large</p>	<p>PGT- MA History</p>	<p>With regards to the suggestion that the topics were disparate, Mark Jackson responded that they are all conflict case studies, and therefore organised thematically.</p> <p>With regards to the student numbers, Sandra Fletcher replied there was no limit on numbers. Matt Perry said limits and a cap could be introduced and discussed maximum number that would be reasonable at postgraduate level though this was not a common problem in postgraduate modules. Students have been allocated seminars in the past which they have ignored so we should establish a norm. Sandra Fletcher investigated to see if there was a faculty directive on this, and reported that timetabling only split seminars if there are more than 25 people in them, but if there is a big group then the module leader can decide to split and arrange at school level.</p> <p>(Have we therefore resolved this for the future?)</p>
<p>MLitt students raised concerns that they are not represented at SSC meetings</p>	<p>MLitt students</p>	<p>MLitt students raised concerns that they are not represented at SSC meetings. Sandra Fletcher replied that they had been invited to put forward a representative but none had been forthcoming and so they had been told to take their issues to Elliot Chaplin (PGR) who would represent them.</p>
<p>Wrong timetabling code for HIS8107 Independent Study Project</p>	<p>PGT Students</p>	<p>It was reported that the timetable APP (still being worked on and students were encouraged to check information via an internet link) was showing the wrong code i.e. a British History code for the Independent Study Project HIS 8107 module and that this had led to some confusion. Rachel Nesbitt reported this to Timetabling, but wasn't able to get to the bottom of why this happened. However, if there are any similar problems in future please let her know and she will report them back.</p>

Lack of clarity over rearranged History of Medicine seminar	MA History of Medicine	It was reported that a History of Medicine seminar was rearranged but students weren't informed by module leader T Rutten and that the notification came via the APP but a week after the date. Rachel Nesbitt looked back through correspondence on this and while she could see the reschedule, she could not see any student correspondence to students. The School apologise for this, we would expect that students are given as much notice as possible of any rescheduling and do our best to make sure this doesn't happen in future.
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Ongoing discussions

Matter raised	Raised by:	Actions pending
Students reported that Dissertation Module 8098 would have been more useful if it had been earlier in the year	PGT?	(Was there any discussion about this potentially be moved in future years?)
Students had asked whether there could be a session on preparing work for publication	Chris David	(Mark Jackson was following this up, but was away at the last SSC meeting. Has there been any progress with this?)
Students reported that access to core texts was a problem and requested that core texts be moved to Student Texts	PGT- MA History of Medicine	(Lucy Keating said that the library would await instructions from module leaders about this- has there been any progress? If it is now too late for this year, could it be changed for next year?)
Students reported that fire alarm could not be heard in Room 1.03		(Rachel Nesbitt was investigating this with Health and Safety. Has this now been resolved?)
Lack of feedback on Dissertation Training Module?	PGT Students?	Students had been informed they would receive feedback on their Dissertation Training Module, but this had not been the case and the deadline had passed. (Joseph Skinner and Micaela Langellotti were going to investigate- has this now been properly resolved?)

Have you been aware of any equality and diversity issues this year? If yes, please provide any details.

Matter raised	Raised by:	Actions pending

Any other points to note/feedback

At NUSU, we would like to use this report to promote some of the committee's achievements and also use the information provided to report on common trends in student representation. If you are happy for us use the information for these purposes, please mark the following box