

Student-Staff Committee Annual Report

Academic year: 2019/20	
School/Institute: History, Archaeology and Classics	
Programmes covered by SSC:	
How many SSCs have taken place during the academic year? 3	
Chair: Scarlett Rowland	Email: s.rowland@newcastle.ac.uk
Secretary: Helena Constantinides	Email: h.d.constantinides@newcastle.ac.uk
Staff Facilitator: Dr Simon Corcoran	Email: simon.corcoran@newcastle.ac.uk

Completed discussions (highlight key issues resolved and positive feedback discussed this year)

Matter raised	Raised by:	Outcome
Sensitive Material Warnings	Helena	Sensitive material warning issued in module pre-selection blurb for modules considered to be problematic
Room 2.49	Scarlett	Not possible for this room to be reintroduced as a reading space as it doesn't belong to the classics department
Marking and grading	Scarlett	Standardised marking format introduced
Recap	Helena and Scarlett	Recap statement on Blackboard for each module

Ongoing discussions (highlight key issues from this year for next year's committee to pick up)

Matter raised	Raised by:	Actions pending
Recap	Scarlett	Right to recap ongoing campaign Consideration of recap attendance capping
Electronic distribution of module handbook	Helena	Replacing hard copies with electronic ones
You said, we did board	Scarlett	Online version but something physical

University writing style workshops	Scarlett	In place for first years, maybe a session for second and third years too as a reminder
MLK doors	Scarlett	Still not fixed To be raised at school meeting
Common room resources	Scarlett	Aware of problems, contact estate management particularly regarding chairs and tables
Room 2.49	Helena	Possibility of booking the room on Wednesday afternoons for school use Action point for Dr Walter to see about the access to the books as well as the room
Semester/year abroad	Helena	Confusion about the opportunity to do a year abroad, the possibility to implement this for future students
Library resources	Benja	Students to email Dr Corcoran with specific examples of problems with library search
Discrepancies with number of copies needing to be handed in	Scarlett	Sign outside office to be raised at school office
Online marking	Dr Corcoran	Ongoing pressure to move solely to online submission Students keen to see this adopted
Increased printer credit for 3 rd year regarding dissertation	Helena	To be brought up at the school forum
PECs	Benja	Possible broken links for PECs Letting the office know that these aren't working Issue of PECs being issued after the deadline to be clarified with personal tutors Form that can be taken to the doctor as proof instead of a doctor's note – to be raised at the school meeting

Have any equality and diversity matters been discussed this year? If yes, please provide details.

Matter raised	Raised by:	Outcome/Actions pending

Any other points to note/feedback

Reminder to prompt peers to complete module evaluation

At NUSU, we would like to use 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