

**Student Faculty Meeting**  
**Minutes**  
**3:30pm on Monday 3<sup>rd</sup> December 2018**

**Present**

Robin Routledge (Chair)  
Catherine Shiells (Minutes)  
Glenn Balfour  
Mark Button  
Adam Smith (L6 SR)  
Kenneth Davidson (L5 SR)  
Hannah Flynn (L5 SR)  
Jared Laidlaw (L4 SR)  
Tracey Enticott (L4 SR)

**Apologies**

Simon Weir  
Tandi Evans  
Kyle Thurlow (L6 SR)

**1. Course and Module Content**

1.1. No comments from the SRs at this time.

**2. Teaching and Learning Methods**

2.1. No comments from the SRs at this time.

**3. Quality of Learning Environment**

3.1. No comments from the SRs at this time.

**4. Workload and Assessment**

4.1. Concerns about Being Christian Assignment

4.1.1. AS said that there have been concerns about deadline for the module Being Christian being moved a month earlier from March to February. CS explained that this was requested by the lecturer because the assignment is a 400 word reflection on a topic that will have been discussed in lectures in advance of the new deadline. This will also allow students to receive feedback well in advance of the second assignment which is a 3,600 word essay due in April.

4.1.2. AS, HF and KD pointed out that there are no assignment questions on Moodle for both level 5 and level 6. CS stated that the level 5 assignments were uploaded on the Moodle page last week. RR confirmed that the assignment questions were available. CS highlighted to students that assignment questions are not always made available until teaching begins on the module. Being Christian is due to start mid-

January 2019. CS to upload the Level 6 assignments to the Moodle module page for Being Christian.

## **5. Relationship between Faculty and Students**

5.1. No comments from the SRs at this time.

## **6. Course Information**

6.1. No comments from the SRs at this time.

## **7. Availability of Resources**

7.1. RR asked the students about using the Research Centre at the moment. (The RC manager, AD, is currently working less hours due to a long term health issue.) The students agreed that the RC is still working well.

## **8. Student Issues**

8.1. JL asked that students on wash-up be able to have plenty of cleaning products including tea towels and dishcloths available for cleaning surfaces, floors etc. They are not able to access these themselves and staff are not always available to provide them.

8.1.1. MB and CS meet with SW and raise this issue.

8.2. JL asked that first year students can receive training on how to do wash-up

8.2.1. CS to ask TEv to liase with MT about appointing and training team leaders on wash-up.

8.3. JL asked if students could be allowed to stay on campus one week before January term starts for BA students.

8.3.1. CS mentioned that in previous years BA students have been allowed to stay overnight and use the RC but meals were not provided.

8.3.2. The staff agreed that due to recent pastoral issues amongst students this request would need to be discussed further before a decision is made. The MA intensive lectures need to be the focus for staff that week.

8.3.3. GB, MB to make a decision and feedback to students.

8.4. JL mentioned that some students will struggle to leave by 3pm on the final day of term due to needing to wait for lifts.

8.4.1. GB pointed out that the time and date has been set in the College Handbook since the summer so students could have made arrangements in advance. It may not be possible for students to stay later as the building will be being locked up for the holiday period.

8.4.2. GB, MB, TEv to meet with campus staff to see what will be possible.

8.5. TEn stated that at times students have not been able to get through when they have been calling the maintenance call-out number.

8.5.1. GB reminded the students that they can call the pastoral call-out number which is recorded in the College Handbook.

8.5.2. GB to ask TEv to put the number up on noticeboards too.

8.6. JL told us that there is still only one shower working on B corridor.

8.6.1. This was brought up at the previous SFM. MB and CS meet with SW and raise this issue.

8.7. KD said that students have been asking if college staff have any pastoral, counselling or mental health care training or qualifications.

- 8.7.1. GB pointed out that the college does not offer a professional counselling service. TEv as Student Liaison Officer offers general pastoral care. Staff will do training in areas as appropriate. TEv will signpost students to healthcare professionals whenever necessary.
- 8.7.2. RR said that we could produce a document explaining what the college does offer and what it cannot offer. GB pointed out that some of this is already explained in the College Handbook.
- 8.7.3. AS suggested that there could be posters put up for Samaritans and other organisations around campus. CS pointed out that there are already posters for Samaritans and Mind on the noticeboard in the Common Room.
- 8.7.4. GB will highlight these concerns to MT.
- 8.8. KD said that some students are concerned that lead students are sometimes trying to resolve issues themselves rather than signposting them.
- 8.8.1. There have been some ongoing pastoral issues on campus recently which staff are aware of. GB asked KD to let students know that they should speak to a member of the pastoral team if they have specific concerns about any students.
- 8.9. HF said that there is a gutter outside the field side of D corridor which is leaking whenever it rains. This has been an issue since the previous academic year.
- 8.9.1. MB and CS meet with SW and raise this issue.
- 8.10. HF told us that one of the toilets on F corridor has not been working since the academic year began.
- 8.10.1. MB said that the maintenance team are already aware of this and a new toilet has been purchased. MB and CS meet with SW and raise this issue.
- 8.11. HF brought a few comments from students regarding meals:
- 8.11.1. Students would prefer more vegetables rather than cakes.
- 8.11.2. Vegetarian students have been asking for more variety in the vegetarian meals
- 8.11.3. Some students have asked that there be less red meat and more white meat served. Some female students have been avoiding certain meals as the amount of red meat is making them unwell.
- 8.11.4. MB and CS meet with SW to see what can alterations can be made to the menu next semester.
- 8.12. HF said that some students feel that the bedroom corridors could be hoovered more thoroughly.
- 8.12.1. MB and CS meet with SW and raise this issue.
- 8.13. HF said that students are asking for a larger noticeboard outside dining room.
- 8.13.1. TEv to look into this.
- 8.14. HF asked if any progress had been made regarding the pictures on bedroom corridors.

- 8.14.1. GB said that this may need to be resolved at a later date.
- 8.15. AS said that students still feel that the cleanliness of the campus could be improved.
  - 8.15.1. MB and CS meet with SW and raise this issue.
- 8.16. AS said that some students have been asking if LFGs can meet fortnightly instead of weekly.
  - 8.16.1. MB asked why this is the case. AS answered that some students are finding the meetings repetitive and taking up too much of their time.
  - 8.16.2. CS pointed out that part of the reason for the new format of LFGs was in answer to students wishing to have more pastoral care and direct contact with staff. MB highlighted that LFGs give students weekly access to a member of staff and also provide leadership development
  - 8.16.3. GB said that individual students could make suggestions to their leader.
- 8.17. RR asked the students if they feel that they have the opportunity to express their views and if their views are listened to on a variety of issues including campus related and academic.
  - 8.17.1. Student Reps feel that this is the case overall.
  - 8.17.2. JL makes sure to ask first year students for their concerns on a weekly basis.
  - 8.17.3. HF said that it is not always felt that some concerns relating to the campus are not always dealt with in a timely manner.