

Minutes of the Undergraduate Student-Staff Liaison Committee Lent Term Meeting
Wednesday 23 January 2008, Room E509

Present:

Students: Adrian Rogstad

Staff: Nigel Ashton, Alexandra Smith

1. Reports from representatives to the Undergraduate Student Forum and the Library User group.
 - None of the representatives were present.
2. Any Other Business
 - No course changes are currently scheduled for next year, as three new employments are yet to be made and new teachers will probably not introduce new courses until the 2009/10 academic year.
 - A concern was raised over the new essay submission procedure for undergraduates, which in some courses has led to students having to submit essays 'twice', with one deadline for e-mail submission and one for hard copy submission.
Alexandra Smith informed that the reasons for the new submission procedure are to relieve office staff from being completely preoccupied with essay submissions on certain days of term, and that the department is moving towards scanning all essays for plagiarism.
There are still likely to be some confusion this term as the new procedure 'settles in', and it's advised that for next year class teachers coordinate essay deadlines with classes, so that essays can be submitted both on e-mail and in hard copy on the same day. This has already been done by some class teachers and has worked quite well.
 - A provisional date and time for the committee's next meeting was set to 14 May 2008, at 10am.

Adrian Rogstad
Chair