STUDENT-STAFF LIAISON COMMITTEE ANNUAL REPORT

2025/2026

SSLC Annual Report

The SSLC Annual Report is used in a variety of ways including:

- **Helping the incoming SSLC as a handover document**
- **Informing the SU & University on how to improve Academic Reps as a whole**
- **Helping develop new resources & solutions to better support Course Reps**
- **Informing the SU & University on how better to raise non-departmental issues to the right places**
- **Finding similar issues that are being raised across departments and working with the University to develop solutions**
- **Promoting the successes within SSLCs during Term 1 and including examples in the SSLC Handbooks to help the next generation of Course Reps**

It is the responsibility of the Chair to ensure that a SSLC Annual Report is completed, in consultation with student and staff members of the Committee by the deadline, even if the Committee has not had its last meeting of the year by that date.
Please send this report to studentvoice@warwicksu.com
Submission Deadline for 25th July 2026

This year, the end of year report is split into 3 sections:

Information – General information about the SSLC
Activities – Additional activities we would like the SSLC to undertake during term 3. Here, we would like feedback concerning additional course costs (more information below)
Feedback – Feedback on how the SSLC was ran, any improvements if required, and informing us as an SU and the University if there were any issues

Information

1. Your Student-Staff Liaison Committee	
What is the name of your SSLC? (i.e. Chemistry)	History
Which courses are covered by this SSLC? (please include course codes which can be obtained by your Academic Convenor)	History and History-home joint degrees (History and Politics, History and Philosophy, History and Sociology); plus year abroad variants: V100, V101, V102, V103, VM11, VM12, VM13, VM14, VL13, Vl14, Vl15, VL16, V1V5, V1V6, V1V7, V1V8

Which levels are represented by your SSLC? *(Delete as applicable)*
Level 4 Level 5 Level 6

2. Membership 2022/2023

	Name	
Chair	N/A (due to structure of History Student Voice)	*n.b. the Chair must be a student*
Co-Chair (replacing secretary terminology)	N/A (due to structure of History Student Voice)	*n.b. the Co-Chair must be a student*
Academic Convenor	Dr Pierre Purseigle	

Number of staff members	Variable – at least 3, including the Student Voice Lead, and Student Recruitment and Experience Coordinator.
Number of student members	10 SVAs when possible, open to entire UG cohort.

Please indicate who, out of the following, attended SSLC meetings this year:		
	Invited to attend? *(Delete as applicable)*	Attended at least one SSLC?
SU representative	No	No
Subject Librarian	Yes	Yes
Careers Advisor	Yes	Yes
Technical and Learning Support	N/A	N/A
Please indicate here if there were any other attendees:	Other staff as appropriate for each meeting, as well as other students from bodies such as History Society.	
Additional comments:	N/A	

Feedback

2. Meetings

How many times has the SSLC met during this academic year? *(If there were fewer than four, please indicate why)*	Three, held on Week 5 of each term. This is coordinated with other departmental committees, such as the Education Committee.
Did the meetings feel student-led? If no, please indicate why	Somewhat. Most SSLCs did not come with agendas shaped by the students, but this is more a problem of the current Student Voice structure.
Were all minutes from meetings submitted to all members? If not, why?	Yes.
What worked?	- An effective routine, as it was held on Week 5 every term. - Ran very well, every attendee knew what they were doing. - Not having a permanent chair meant different people had the opportunity throughout the year.
What didn't work?	- Communication certainly needs improvement for next year: people either do not know what the SSLC is/does, or that it exists. - The agenda does not feel very student led.
What would improve communication to all members by the SSLC?	Different strategies are certainly needed, perhaps the roll-out of Unitu and a more direct social media drive.
3. Your year as representatives	
Please list your SSLC's achievements and other positives that have come out from this academic year	- Refined the Unlocking History (HI100) module, as this is the first year it has run. The timing, location and content have been changed to make it more engaging. - Approved the new Assessment Framework, which diversifies assessments away from the traditional essay to other methods, such as podcasts, public history projects and vivas. - Closer alignment and financial support with History Society.

	- Moved away from a Library course on Avoiding Plagiarism to a more specific History module. - Updated our AI principles due to its growing presence in universities and daily life.
Are there any unresolved issues or ongoing matters discussed this year in need of follow up or continuation into the next year's SSLC? What steps are being taken to ensure this? (A copy of this report, containing detail of unresolved issues, will be made available to the SSLC next year, so please do ensure you include all detail of unresolved issues so that they can be followed-up)	- Although our AI principles have been updated, this must continue to be monitored due to AI's rapid acceleration. - Roll out of Unitu on a departmental level. These discussions were started but were postponed until next year.
Are there things that fall outside of the departments control which were discussed as issues at SSLC?	N/A

4. Communication

Which of the following methods have been used to gather material for meetings? If used, please can you rate them according to effectiveness from 1 to 5 (5 being very effective, 1 being not effective at all).

Please delete as applicable:		Score
SSLC notice board	~~Yes~~/No	
Social media	Yes/~~No~~	2
Surveys	Yes/~~No~~	1
Moodle	~~Yes~~/No	

What methods of communication did you find to be the most effective?	Very little feedback was given to SVAs; thus, our discussions were based off the people around us. This is a large structural issue which needs to be remedied next year.
What didn't work?	See above. A social media drive was paired with email reminders to come to SSLCs, but neither incentivised students.
What other ways did you effectively communicate with students?	Reminders of the SSLC also came through newsletters, although they were sparsely read by students. In addition, the SSLC is timetabled for students. The failure of all these methods to attract students to the SSLC shows ineffective communication.

5. Students' Union	
Do you feel that the SU has effectively communicated with your Course Rep?	Somewhat.
How could the SU improve the communication with Course Reps?	Occasional emails were given, inviting us to Course Rep training and networking, but this only started in the latter half of the year.
What events/activities would you like the SU to put on for Course Reps?	Happy with current events and activities. However, one of the events was held during Reading Week, which disincentivised attendance.
Did all of your Course Reps attend SU Rep Welcome this year?	No (see above)
Are there any skills that you needed that was not covered in training?	No
Do you feel supported as an SSLC by the Student Voice Team? Explain your answer.	Not particularly. Communication was sparse, and we felt like we mostly used our own initiative.
Any other comments about the SU in relation to academic representation.	N/A
Do you know who your faculty reps are?	Yes
6. Follow-up from last year's SSLC Annual Report	

Were you able to obtain a copy of the previous year's SSLC annual report?	Yes
Did you manage to address any of your predecessor's unresolved issues?	A consistent theme from last year's report is AI usage. We have done the best we can to tackle current AI technologies, although future discussions will certainly be needed.
Are there any continuing issues from last year that still need resolving?	See above.

7. Data Presented to SSLC by Academic Convenor

Did the SSLC receive the External Examiners' report for the course(s) represented by the SSLC? No

If no, why not?

This will be provided to next year's Student Voice Ambassadors in the first Education Committee meeting.

Did the SSLC receive NSS Scores and/or module feedback data for the course(s) represented by the SSLC? No

If no, why not?

This will be provided to next year's Student Voice Ambassadors in the first Education Committee meeting.

8. Extra Section – this is specifically relevant if you have been part of any pilots e.g. Unitu

Any further comments?	N/A

9. SSLC Next Year

Please fill in the contact details for next year's elected SSLC representatives.

Next Years Chair Name	N/A – due to structure of History Student Voice
Next year Chair email	N/A
Convenor Name	Simon Peplow
Convenor Contact Email	Simon.Peplow@warwick.ac.uk