

**SSLC OF THE GLOBAL SUSTAINABLE DEVELOPMENT DIVISION,
SCHOOL FOR CROSS-FACULTY STUDIES**

CHAIR: KATHARINE MCENERY

SECRETARY: TODD OLIVE

1ST NORMAL SSLC MEETING 2018-19

Dear Colleagues,

The First Normal Meeting of the SSLC of the Global Sustainable Development Division of the School for Cross-Faculty Studies was held at **1pm** on **Wednesday 17th October** in room **R2.41**.

MINUTES

1. Apologies and Conflicts of Interest

Secretary

Members: Katharine McEnery (Committee Chair; 2-Life), Todd Olive (Committee Secretary; 2-Econ), Dr. Gioia Panzarella (Departmental Liaison), Eva Attias (1-Soc), Mishaal Bhurgri (2-Psych), Bella Brant (3-Hist), Emily Bunce (2-GSD), Rhys Hillan (3-GSD), Meeka'eel Khan (2-Hist), Kieran Marrable (3-Phil), Hannah Micuta (1-GSD), Lara Onel (1-Bus), Hollie Ryan (2-PAIS), Josefa Voigt (3-Bus),.

Guests: Rheanna Mathurin, Finn Beckett-Hester.

Apologies: Constance Frohly (3-Econ), Alex Grantham (2-Bus), Elena Pecoraro (3-PAIS).

2. Co-Option

Secretary

a. GSD & Life Sciences, 3rd Year

No students were elected for this position. The position will remain unfilled, with duties absorbed by reps from other years.

b. GSD & Philosophy, 2nd Year

No students were elected for this position. The position will remain unfilled, with duties absorbed by reps from other years.

c. GSD & Sociology, 2nd Year

Rheanna Mathurin was elected by majority vote to this position.

d. GSD & Sociology, 3rd Year

No students were elected for this position. The position will remain unfilled, with duties absorbed by reps from other years.

e. GSD & Theatre and Performance Studies, 2nd Year

No students were elected for this position. The position will remain unfilled, with duties absorbed by other cohort reps.

f. GSD & Theatre and Performance Studies, 3rd Year

No students were elected for this position. The position will remain unfilled, with duties absorbed by other cohort reps.

3. Notice & Quorum

Chair

The Chair confirmed that sufficient notice of the meeting had been given, and as quorum had been reached, declared the meeting open.

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4. GDPR – Members Consent to Data Use

Secretary

The Secretary notified all Members of the need to request their consent to use their name, Warwick email address and a photo in publicising the SSLC, and in its records, as required by the General Data Protection Regulations.

All Members consented to their data being used for these purposes. The Chair noted that consent could be withdrawn at any time.

5. Next Election Round & Proposed Change of Electoral Process

Secretary

The Secretary notified the Committee that unfilled 1st year positions required re-opening for nominations and elections in a 2nd Election Round.

The Secretary recommended to the Committee that, due to a series of administrative and technical errors in the course of running the 1st Election Round, the Committee arrange for elections to be administered in-house with Microsoft Forms, subject to sufficient protections for the secrecy of the ballot, and the continued use of a Single Transferrable Vote system.

ACTION: The Committee voted unanimously in both cases to assign responsibility for carrying out these duties to the Secretary. The Committee approved the beginning of the 2nd Election Round to be on Monday 22nd October, with nominations to run for one week, succeeded by one week of voting.

The Secretary later arranged for nominations to run from 9am on Monday 22nd October to 5pm on Sunday 28th October, with voting running from 9am on Monday 29th October to 5pm on Sunday 4th November.

6. Course Regulation Changes – Psychology & GSD

GP

GP noted that proposed changes to the course regulations for Psychology & GSD would see students moving from four modules, worth 15 CATS each, to 5 modules, each worth 12 CATS.

MB noted students' complaints over lack of choice in modules, and suggested that this change would help to address the issue.

EB and RH, as former Psychology & GSD students, noted particular support.

KM noted that 12 CATS modules in Life Sciences work well, despite there being a consequent imbalance in module count between Terms 1 and 2.

Due to the concern raised over module balance between terms, the Committee suggested that students be given the option to do 12 or 15 CATS versions of each module, to allow them to best balance their own workload.

7. Education Studies & GSD Joint Degree

GP

GP informed the Committee of an Education Studies & GSD joint degree, to be opened in 2020.

EB noted that several Single Honours students are already taking modules in Education Studies; RH noted as one of these students. The Committee therefore agreed that demand for the programme exists.

The Committee generally expressed positive sentiment to the move.

8. GD107 Focus 2018-19

GP

GP noted that the GD107 focus is to be expanded in scope from purely HS2 to the wider theme of sustainable transport.

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The Committee suggested that the change will aid significantly in the production of original projects and analyses, consequently receiving the change positively.

9. Global Sustainable Development Society – Funding Request

Secretary

The Secretary informed the Committee of a request for funding from the GSD Society.

ACTION: The Committee requested the Secretary to distribute the funding request with the Minutes, with feedback to be taken at the next meeting of the Committee.

10. Module Descriptions – Seminar Structures

KM

KM noted feedback from Life Sciences students, about GSD modules, that information about teaching styles and seminar structures on Moodle pages might be useful – particularly regarding how maths- or essay-based the module is designed to be.

MK suggested descriptions could be written by students that have taken the module, rather than academics. KM suggested that this could be done by both the module convenor and students to provide a wider picture.

EB suggested a ‘numerical scale’ between ‘teacher-led’ and ‘student-led’, showing an average, based on student consultation.

KM[3-Phil] noted that teaching styles are liable to change every year based on student feedback regarding the module. TO expressed sentiment that publicising feedback from students without providing convenors the chance to concretely demonstrate changes might lead to unwarranted reductions in student numbers in modules that may be in receipt of negative feedback.

EB suggested that descriptions and/or views be included on the Warwick GSD website module pages, rather than Moodle, to enable students to see these prior to selecting the module.

ACTION: KM to take to Staff Meeting.

11. ‘Get Involved’ Website Page

GP

The Committee expressed no further feedback on the webpage, receiving its design positively.

12. Single Honours – Difficulty Joining Modules

EB

EB noted difficult experiences joining modules for students switching to GSD Single Honours from a joint degree course.

EB suggested reserving places on modules for those moving into Single Honours. In response, TO noted the need to be careful not to establish a ‘second class’ of students by giving priority to a specific subset of students.

MK suggested the GSD Division provides more support in finding modules to students switching to Single Honours.

ACTION: KM to take to Staff Meeting.

13. Moodle Information Requirements

GP

GP noted that the Division is seeking suggestions for information to go on Moodle pages.

RH suggested including a link to the module’s Talis Aspire page.

The Committee generally noted that ensuring PowerPoint slides uploaded to the Moodle are up to date, and available prior to the lecture to facilitate students seeking to go paperless.

ACTION: To be discussed at next meeting.

14. Stats in Life Sciences

KM

KM[3-Phil] noted that the issue would be better expressed at a Life Sciences SSLC meeting.

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15. Open Days & Offer Holder Open Days Rota

Secretary

The Secretary notified the Committee of the following dates for Offer Holder Open Days, at which the Division requests an SSLC Member is present to give a brief talk about the role of the SSLC:

- Wednesday 20th February
- Saturday 9th March
- Wednesday 24th April

GP & KM noted the potential overlap with Student Ambassadors. Consequently, **the issue was deferred to the Week 9 SSLC Meeting.**

16. Any Other Business (AOB)

Chair

BB queried whether it is possible to complete a dissertation in the student's partner department, rather than within GSD.

KM[2-LS], KM[3-Phil], MK[2-Hist] and TO[2-Econ] noted that the issue had been raised during the previous SSLC's term.

MK noted that dissertations can be more focused on partner department disciplines if students choose; it is up to students to discuss and agree with their supervisors.

GP noted that requirements for dissertations are governed by course regulations, which stipulate that the dissertation for GSD students is managed by the GSD department, as the student's home department.

17. Date of Next Meeting

Chair

The Secretary notified the Committee that the next meeting would be held at **1pm on Wednesday 6th November in room R2.41.**

Kind regards,

Todd Olive

Secretary to the GSD SSLC

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