

**Student Faculty Meeting**  
**Tuesday 22nd February 2022**  
**Minutes**

**Present:** Becky Foulds-Hopkin (Chair), Lilly Brightwell, Glenn Balfour, Caroline Balfour (Minutes), Catie-Anne Harper (PG Student Rep), Lisa Greenwood (UG Student Rep), Max Cherrie (UG Student Rep).

**Apologies:** Mark Button, Nav Sahota.

**1. Matters Arising.**

**1.1.** Webinars update - UG feedback was that the split webinars are not working due to the extra webinar not being at a consistent time each week and students having work commitments. MC suggested that webinars go back to 3 hours on a Monday morning with a couple of ten minute breaks during that time.

*Action* - This would be discussed at the next Board of Studies meeting.

**2. Course and Module Content.**

**2.1.** UG students prefer to have 1 module per Intensive week. Students can then focus on that subject for the week. CH mentioned that this had worked well with the January PG Intensive.

*Action* - LB agreed this would be evaluated but that next year's timetable is already being put in place which involves arranging visiting lecturers. This would be taken back to the Board of Studies for further discussion.

**2.2.** UG students were grateful that the timetable was sent a few weeks ahead of the Intensive, giving students the opportunity to book train tickets etc. However, it would also be helpful to have consistency in the timetable, without last minute changes to the timings of lectures and break times. GB agreed that if changes were to be made to the timetable then students would need to have notice.

**3. Teaching and Learning Methods.**

**3.1.** MC fed back that students appreciated the powerpoints and interactive conversations during the lectures. They also like the breakout rooms during webinars, it helps students to stay focused during the teaching.

*Action* - LB to arrange a training day for tutors encouraging them to ensure that lectures are interactive. This will be discussed further at the next EBOS meeting.

**3.2.** CH gave positive feedback that during the January Intensives there were no issues with the MA students zooming into lectures. These students would also appreciate being able to join the Worship sessions via zoom.

**4. Workload and Assessment.**

**4.1.** MC asked if an email could be sent to remind students when their assignment results are available. BFH explained that all results are available 4 weeks after submission. CH mentioned that Chester let MA students know through their Chester University email address when their assignment marks are available and this would be the same with UG assignments.

*Action* - MC would give feedback to students on the importance of checking their Chester email addresses.

**4.2.** MC mentioned that UG students were feeling the pressure of having 4 assignments due in April and that staggering the submission deadlines would be helpful. BFH explained that as the exam board is in May, assignments cannot be submitted later than April. GB outlined that students can submit assignments at any time before this date and therefore can create their own submission timetable.

*Action* - This would be reviewed for next year at BoS.

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

**5.1.** MC brought Feedback that students feel faculty are approachable and they appreciate having lunch and coffee breaks with them.

## **6. Course Documentation.**

**6.1.** LG mentioned that students would appreciate having the essay deadlines in a separate document rather than just in the Course Handbook, making it easier to access and print off. BFH explained that as amendments could be made to the deadlines, it was important to always look at the updated handbook.

*Action* - This would be brought to the next EBOS meeting.

## **7. Availability of Resources.**

**7.1.** LG noted that students are happy with Perlego but some still had issues with EBSCO.

## **8. Student Issues.**

There were no student issues raised.

## **9. A.O.B.**

There was no other business.

## **10. Date of Next Meeting.**

To be confirmed.