

# Minutes: Staff Student Liaison Committee

## International Foundation Programme



THE UNIVERSITY of EDINBURGH  
Centre for Open Learning

11<sup>th</sup> February

Microsoft Teams

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<b>Present:</b>	Anya Clayworth (AC)	Chair; Programme Director
	Mostafa Abdollahi (MA)	Programme Representative
	Sofia Ye (SY)	Programme Representative
	Christy Feng (CF)	Programme Representative
	Kameliya Skerleva (KS)	Programme Administrator (Teaching Office)

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<b>Start Time:</b>	11:30
<b>End Time:</b>	12:45

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1	<b>Welcome / Agenda</b>	AC
	AC convened the meeting at 11:30. AC welcomed all present and thanked all for attending.	
2	<b>Staff Items</b>	AC
	<p>AC noted that there seems to be an issue with the mailing list for the Programme Representatives questionnaire sent out to students. Several students did not receive the survey and the Communications team are looking to find out why.</p> <p>AC added that Term 2 was a very different term than expected, with all learning and teaching still taking place digitally. Some changes in the LLiB groups were necessary to accommodate the time differences.</p> <p>AC invited the Programme representatives to share student feedback and reminded them that feedback should be constructive and helpful.</p>	
3	<b>Student Items</b>	
	<p>It was noted that there was a low number of responses to the survey and the views expressed are shared by a small number of students.</p> <p><b>3.1 Foundation English for Academic Purposes 2 Entry</b></p> <ul style="list-style-type: none"> <li>Overall students felt that the course structure was clear</li> <li>Some students found the course too slow and difficult to follow</li> <li>Mostly, students were happy that the essay was much earlier this Term</li> <li>Students would like more practice essays</li> </ul> <p><b>3.2 Foundation English for Academic Purposes 2 Plus</b></p> <ul style="list-style-type: none"> <li>Overall students felt that the course structure was clear, but noted that the course was harder than last Term</li> <li>Some students found the course too slow and difficult to follow</li> <li>The assessments are well-designed and the teacher is helpful</li> </ul>	MA

<ul style="list-style-type: none"><li>Some students noted that the essay submission date in week 6 clashes with the Spring Festival in China and it is difficult for students to focus</li></ul> <p>AC responded that it is not possible to arrange assessment dates around holidays such as the Chinese New Year and noted that this would have been less of a problem if students were studying in person in Edinburgh.</p> <p><b>3.3 Living and Learning in Britain</b></p> <ul style="list-style-type: none"><li>The course was clear, although some students found the content and Pebble+ difficult to follow</li><li>Students would like more time to practice writing and clearer feedback on how to improve</li><li>Some students do not know what the assessment criteria are.</li></ul> <p>AC reminded students that formative work should be submitted regularly and on time so that students can benefit fully from the feedback in preparation for the final submission. It is important that students contact the marker if feedback comments are not clear.</p> <p>AC added that the marking criteria document is available on Learn under <i>Assessment</i> and has been since the start of Term 1.</p> <table border="1"><tr><td><b>Action:</b></td><td>AC to schedule a final assessment catch-up session with the class to go over the E-portfolio part 2 assignment.</td></tr></table> <p><b>3.4 Reading English Literature</b></p> <ul style="list-style-type: none"><li>Students find the course structure clear and the assessments well-designed</li><li>The teacher and the reading materials are very helpful</li></ul> <p><b>3.5 Introduction to Cultural Studies</b></p> <ul style="list-style-type: none"><li>Half of those who responded found the course structure confusing and difficult to follow. Some students feel that they need to do some self-study to catch up.</li><li>Students find the reading materials quite challenging</li></ul> <p>AC noted that the course may feel a bit more difficult in the beginning, but students usually find that it gets easier in the second half of the Term once they are more familiar with the subject matter.</p> <p><b>3.6 Introduction to Social Anthropology</b></p> <ul style="list-style-type: none"><li>The course feels too slow-paced at times</li><li>Students found the teacher very helpful</li><li>Students would like more varied assessments such as quizzes</li><li>The timed assessment is not clear</li></ul> <p>AC responded that assessments for all Term 2 course are the same and aim to expose students to assessments that they are likely to encounter in UG study – essays and timed exams. Quizzes are used only in Term 1 to test that students comprehend the subject matter, however, this is not necessary for Term 2 and no changed to Term 2 assessments are planned for now.</p> <p><b>3.7 Markets and Crises: The Study of Political Economy</b></p> <ul style="list-style-type: none"><li>Students found the course structure clear, but noted that content could be better organised at times</li><li>The teacher is very helpful and well-liked by the class</li></ul> <p><b>3.8 Introduction to Politics</b></p> <ul style="list-style-type: none"><li>The course materials and not always clear and too much time is spent on certain subjects</li></ul>	<b>Action:</b>	AC to schedule a final assessment catch-up session with the class to go over the E-portfolio part 2 assignment.	<p>SY</p> <p>CF</p> <p>SY</p> <p>SY</p> <p>CF</p> <p>MA</p>
<b>Action:</b>	AC to schedule a final assessment catch-up session with the class to go over the E-portfolio part 2 assignment.		

	<ul style="list-style-type: none"> <li>• The teacher is very helpful</li> <li>• Students find the assessment deadlines very tight</li> </ul> <p>AC replied that the tight deadlines in the IFP are intended to help prepare students for UG study where they may receive multiple assessments at the same time. IFP students need to know that they can cope with this.</p> <p><b>3.8 Ideas and Concepts in Art and Design</b></p> <ul style="list-style-type: none"> <li>• Some students are struggling with the late classes and worry that it is affecting their health</li> <li>• Students feel that they do not have enough time to finish the work</li> </ul> <p>AC replied that it has been very difficult to find a time slot that works for all students and time zones. The high marks achieved in the art course in Term 1 are a testament to students' hard work and dedication.</p> <p>AC asked the Programme Representatives to comment on how students are coping with studying remotely. The programme representatives replied that students are mostly fine and doing their best, but some are struggling with the late hours due to time-zone differences.</p>	CF
4	<b>Any Other Business</b>	ALL
	AC noted that there are more social events planned for this Term and asked the programme representatives to consider some ideas.	
	<b>Date of Next Meeting</b>	AC
	TBC	
	<p>AC thanked all for their attendance and hard work.</p> <p>AC adjourned the meeting at 12:15</p>	