

Student-Staff Committee Meeting – UWTSD LONDON

Programme: DBA

Held on: Thursday 23rd November 2023 at 12pm

Chair: Dr Mohamed Asim (MA)

Present: George Dunn (GD), Lakshani Mendis (LM), Ivana Curcic (IC), Tarandeep Johal (TJ), Bart Plange (BP), Charles Chukwudi Okeyia (CO), Renning Jiang (RJ), Suela Tuci (ST), Maristela Parfitt (MP), Simon Hind (SH), Dr Subramanian Vaidyanathan (SV), Pinar Altintas (PA)

Apologies:

Agenda Item	Main Discussion Points	Action Points	Outcomes
1. Welcome and introductions	MA welcomed all attendees to the meeting and all attendees introduced themselves.		
2. Confirmation of minutes from previous Student-Staff Committee Meeting	No minutes to confirm.		
3. Review of action points from previous Student-Staff Committee Meeting	No action points to review.		
4. Course Representative feedback	General feedback - ST provided positive feedback about teaching and learning and the support services. Teaching and learning - ST stated that due to different personal schedules, students are sometimes late which can delay lectures. - ST inquired about compressing both modules into one day to help with timings.		

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	Doctoral College - CO stated that some supervisors are having issues with accessing the Doctoral College portal and with submitting PG4 forms. Conferences, workshops, and training - LM provided positive feedback regarding the events available for DBA students such as the symposiums and conferences.		
5. Staff response to Course Representative feedback	Doctoral College - MA is aware that some supervisors are having issues with accessing the Doctoral College portal. Conferences, workshops, and training - MA explained that they are constantly trying to improve the events for DBA students and will take LM's feedback into account.	Doctoral College MA will speak to supervisors to provide assistance with accessing the Doctoral College portal.	Supervisors should now have access to the Doctoral College portal and have been instructed on how to submit PH4 forms.
6. Key programme updates (learning & teaching matters, module feedback, annual programme review, student surveys, etc)	New students - MA stated that there are eight new Part 1 students this term and hopeful that there will be more starting in Feb 24. Assessments - BP stated that London Assessments will be visiting classes in December to run assessment workshops.		
7. Final questions and other business	Library - IC encouraged students to utilise the support the Library team can provide such as one-to-one sessions. Careers - MP provided information on the careers services available to students.		

Once confirmed, please send a copy of these minutes to union@uwtsd.ac.uk so that the Students' Union can help share all the great work happening at SSCs