

INSTITUTE OF EDUCATION & HUMANITIES

STUDENT STAFF COMMITTEE FOR NATIONAL MA EDUCATION

AGENDA/MINUTES OF THE MEETING HELD ON THURSDAY 4 DECEMBER AT 4.00PM VIA TEAMS

PRESENT: Nanna Ryder (Chair, National MA Programme Director), Gail Parker (Programme Team), Elaine Sharpling (Programme Team), Gwennan Couch (Library), Steven Leigh (IT), Karen Winstone (Student Services)

IN ATTENDANCE: L Morgan (Mins)

Agenda Item	Main Discussion Points	Action Points	Timescale
1. Welcome and Apologies	Chair welcomed everyone to the meeting. No apologies were received.		
2. Minutes of the last meeting and update on action points <i>(using traffic light system to ensure feedback loops are closed)</i>	Minutes of last meeting were approved as a correct record. Action Points: NR upload reports to Moodle COMPLETE		
3. Chair's Update <i>Including: significant University news; Academic Discipline/Cluster or Programme events or information; Academic Discipline/Cluster Quality matters – updates on reviews, validations etc</i>	An in-person induction session was held in September for those students entering Year 2 and was well attended by both students and staff. 31 students have enrolled on the programme for this academic year. 28 have received Welsh Government funding and 3 are either self-funding or being funded by their employer. A bilingual online National Induction evening was also held for these students on October 2 nd , Students returning to complete their dissertation were also invited to an in-person induction where there was an opportunity for them to engage in		

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	professional dialogue with members of staff regarding their proposals. Feedback from this session was very positive. Alison Evans from the Library has provided 2 very informative sessions on finding information and referencing for Year 2 students. Year 3 students have had an advanced session on finding information and a session on the literature review will be organised in the new year. Recordings and bilingual PPTs from these sessions have been uploaded to Moodle. Term 1 modules are underway this term and both the Advanced Research and Enquiry skills and dissertation twilight sessions have started. Those completing the RPEL route have also received input and support from Sarah Loxdale and Lowri Harris from the Work Based learning team. The Programme Directors have introduced a monthly optional 'Sbardun' online writing hour which is a pilot project for this academic year and the first session has been held. Term 3 module results were confirmed at our exam board on the 21st November and results were released to students on November 28th. As well as module results, we also had dissertations with 1 Distinction, 3 Merits, 2 Pass and 2 Fails and 2 Extenuating Circumstances. All 4 will be re-submitting in April and support has been put in place for them. Thank you to the teaching staff and dissertation supervisors for going above and beyond to ensure a very good set of results yet again. Gwen Morgan from the Open University has been appointed as an interim Welsh medium external examiner while Megan Jones is on maternity leave and she is being mentored by the English medium external, Dr Arif Mahmud and Nanna Ryder. Both our external examiners attended the exam board which was conducted according to the new university format and they were both very, very positive regarding the samples of work that they had examined. Students that need to resubmit their assignments have been notified and resubmission date is January 8th 2026. I'd like to thank Lesley Morgan at		

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	this point for her thorough preparation of profiles for the exam board, which ensured that everything ran smoothly and positively and it was a positive experience for all. Work is continuing on preparing for the National Periodic Review of the National MA on March 25th 2026. Module teams in the 4 pathways have been meeting to discuss the merging of some modules as optional modules within each pathway will be reduced from 3 to 2. We at UWTSD are leading on the Equity in Education pathway and Dr Darrel Williams and Nanna Ryder have been working on this. Feedback from students via module evaluations during previous years and PD research with students has also been considered but any further comments from students would be very much appreciated. There is no confirmation yet when the reduction in modules will be introduced as the timescale for change in September 2026 appears to be tight. The Academic Office at UWTSD are looking into whether we need to validate these new modules at institutional level but are waiting for the outcome of the Periodic Review. Regular meetings are being held with QA leads from each HEI to prepare documentation for the review and programme directors meet in between these meetings to populate the document with data and QA information from each individual institution. Executive Board members are also contributing to the process and Anna Brychan is working on the section of the document relating to Welsh medium provision. All the review documentation will be submitted to the QA leads for scrutiny in mid January.		
4. Review of Feedback Traffic Lights <i>Opportunity to review and update traffic lights and discuss progress.</i>	No traffic lights to update, should anything arise from today's meeting then this will be circulated to the reps and updated via Moodle.		

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<i>This should result in traffic lights altering, being added to, or removed.</i> <i>Note: If there's something that is noted as red in your traffic lights and it is not in your control then you should notify the Academic Office.</i>			
5. Progress on Surveys Action Plan <i>This is a live document which can be added to at meetings. This document must be agreed in collaboration with elected Student Reps.</i>	There is no survey action plan for the programme at present		
6. Annual Programme Reviews <i>Provide APR details for comment and review by student representatives as required by AQH Chapter 4.</i>	N/A		
7. Review of Module Feedback <i>Review collected module feedback with the student reps and identify action points and progress.</i>	Module feedback links were shared at the end of the teaching sessions for Term 1 modules but response to date has been very low – 8 students on a national level. Students need to be encouraged to complete these so hopefully there will be more feedback to share at the next meeting		
8. Learning & Teaching Matters <i>An opportunity to discuss:</i> - Good practice - Annual Programme Reviews - Innovative projects - Resources (library, specialist software, equipment and facilities etc)	Student Services RC gave a summary on the Student Services. A full report will be available on teams containing all relevant information, opening times, useful links Library AE gave a summary on the Student Services. A full report will be available on teams containing all relevant information, opening times, useful links	NR to upload to Moodle NR to upload to Moodle	

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- <i>Assessments</i> - <i>Feedback mechanisms</i> - <i>Work placements / work experience</i> - <i>Learning spaces (to come before or after resources)</i> - <i>Inclusive teaching</i>	IT SL gave a summary on the Student Services. A full report will be available on teams containing all relevant information, opening times, useful links Year 1 Student Rep There was no student representative present and no feedback has been received. Year 2 Student Rep There was no student representative present and no feedback has been received.	NR to upload to Moodle	
9. Enhancing learning <i>An opportunity to discuss:</i> - <i>Co-curricular opportunities</i> - <i>Enhancement projects</i> - <i>Student Development</i> - <i>Employability</i> - <i>Learning Community activity</i> - <i>Field trips, site visits</i> - <i>Student-led conferences</i>	N/A		
10. Any other business	We are coming to the end of the first term for this academic year and it has been an extremely busy term for everyone, no matter what department whether that be academic or professional services. NR extended her thanks to all of the services and their staff for all the support that they provide for students. It really is invaluable and it is that teamwork that we have at UWTSD which is the strength in supporting students. As this was the last meeting for 2025, NR wished everyone a restful and joyous Christmas break and a happy new year when 2026 arrives.		
11. Date of next meeting	17 March 2026 at 4.00 pm		

Once confirmed, please send a copy of these minutes to studentvoice@uwtsd.ac.uk.