

INSTITUTE OF EDUCATION AND HUMANITIES

STUDENT STAFF COMMITTEE FOR CHILDREN AND YOUNG PEOPLE'S MENTAL HEALTH

AGENDA/MINUTES OF THE MEETING HELD ON 5 DECEMBER 2023 AT 2.30 PM VIA TEAMS

PRESENT: Charlotte Greenway (Chair), Paul Hutchings, Karen Eaton Thomas, Catherine Slade, Stuart Jones, Lymarie Rodriquez, Helen Davies (Student Services), Gwennan Couch (Library), Steven Goddard (IT), Sarah Dutton (Student Rep)

IN ATTENDANCE: L Morgan (Mins)

Agenda Item	Main Discussion Points	Action Points	Timescale
1. Welcome and Apologies	Chair welcomed everyone to the first Student/Staff committee meeting of this programme. Apologies were received from Estates.		
2. Minutes of the last meeting and update on action points <i>(using traffic light system to ensure feedback loops are closed)</i>	There are no previous minutes as this is the first meeting of a new programme.		
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>	Chair gave the reasons for starting this new MA programme. It is unique as it is the only MA in the UK that specifically looks at what we look at so we are really proud of it and hopefully it will go from strength to strength. There are 14 students on the course and most of them currently work with children or young people or hope to in the future. Chair also asked the representative to remind students to engage with the discipline homepage and MA homepage.	Rep to remind cohort to engage with homepages	

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4. Review of Feedback Traffic Lights <i>Opportunity to review and update traffic lights and discuss progress.</i> <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>	There are no traffic lights at the moment due to this being a new programme. Chair reminded students the Traffic Lights from the meetings will be on their programme's Moodle page.		
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>	We have no survey or action plan in place for this course as it is the first cohort.		
6. Annual Programme Reviews <i>Provide APR details for comment and review by student representatives as required by AQH Chapter 4.</i>	Every year we have to write an annual programme report that says what has been going on in the course review. You will have the opportunity next year to read this and comment on it.		
7. Review of Module Feedback <i>Review collected module feedback with the student reps and identify action points and progress.</i>	Only 3 students have completed the feedback of the first module. Again, students are reminded to complete the feedback at the end of the module. Of the feedback received we have done well with 100% on the content and between 66 and 100% for learning resources.	Rep to prompt students to complete feedback	
8. Learning & Teaching Matters <i>An opportunity to discuss:</i>	<u>Full time Student Representative</u> There were a couple of queries in regards to the software packages. Do they update automatically or do we have to update them? RESPONSE You can either download the latest version every year as long as you're a student		

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- <i>Good practice</i> - <i>Annual Programme Reviews</i> - <i>Innovative projects</i> - <i>Resources (library, specialist software, equipment and facilities etc)</i> - <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>	and then reinstall it, or you can just update the version you've got but you'll be able to download and install the very latest version until the end of your studies. The cohort were asked for any concerns/thoughts ahead of this meeting but very little feedback was received. Apart from they are not happy that the coffee shop is only open until 6.30 pm and also the lights on the stairwell when we leave at 9pm is very dark and there is no heat. The Monday nights are working well and a really nice cohort. The programme is living up to and far exceeding expectations as far as content, the way lectures are being delivered, the interactions with each other. A few students had commented that we are not media students because doing the video was a form of presentation that we had not experienced before and a few felt like a deer in the headlights because of the video. RESPONSE Since this most in the class have said how much they enjoyed it and some were actually using it now and that was the point so that you could use it in practice. If there is one thing as a cohort we can send forward to next year's cohort in regards to that particular assessment, it would have been handy to have a little more information on how to do the video, record it. Student Services HD gave a summary on Student Services. A full report will be available on Moodle containing all relevant information, opening times, useful links. Library GC gave a summary on Library services. A full report will be available on Moodle containing all relevant information, opening times, useful links. IT SG gave a summary of IT. A full report will be available on Moodle containing all relevant information, opening times, useful links.	CG to liaise with Estates	

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9. Enhancing learning <i>An opportunity to discuss:</i> - Co-curricular opportunities - Enhancement projects - Student Development - Employability - Learning Community activity - Field trips, site visits - Student-led conferences	Keep an eye on the discipline page for student opportunities. Don't forget that everyone is entitled to the bursary of £200 per person. Keep an eye on the bursary page because there are all sorts of things, particularly for PG students.		
10. Any other business	Catherine Slade will be leaving the University at the end of this month. We will be really sad to see her go and wish her well in her new post. Karen Eaton Thomas will be taking the role from Catherine in the New Year.		
11. Date of next meeting	18.03.24 online @ 4pm		

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