

Phase 2 (BSc) Staff Student Liaison Group

Unconfirmed Minutes of Meeting held on Wednesday 24th February 2021

- Present:** Muntaha Naeem (Chair), Richie Abel, Katie Addy, Ana Baptista, Nicole Barnes, Hannah Behague, Ingrid Bekono-Nessah, Fran Bertolini, Emma Blyth, Hetty Breed, Bob Brown, Trish Brown, Lisa Carrier, Uzma Chaudhary, Alexander Conway, Demi Corr, Jim Crawley, Fiona Culley, Giskin Day, Louise Donnelly, Joana Dos Santos, Robson Dos Santos, Olivia Dupere, Charis Eleftheriou, Letizia Foroni, Sarah Fort, Robert Good, Nicole George, Shubham Gupta, Emily Hall, Chris Harris, Schery Hashmi, Robert Ingram, Hanya Irfan, James Jensen-Martin, Rebecca Jones, Alyeisha Joseph, Rachel Kwok, Robert Kypka, Steve Ley, Carly Line, Dhanya Mahadevan, Abi Mahendran, Julian Marchesi, Alison McGregor, Ameya Mhaisalkar, Ecem Mimoglu, Jamie Murphy, Emer Mulholland, Kevin Murphy, Rabiah Neerahoo, Sandra Newton, Fu Siong Ng, Prabha Parthasarathy, Iason Pastroudis, Roshni Patel (student), Tamlyn Peel, Ursula Pendower, Rahul Penumaka, Mark Perry, Richard Pinder, Dorrit Pollard-Davey, Mabel Prendergast, Katya Qiao, Beatrix Rozsa, Soban Sadiq, Sohag Saleh, Amir Sam, Magdalena Sastre, Rahul Senan, Rebecca Sie, Graciaa Singhal, Andrew Smith, Daniella Soussi, Harry Stikas, Mark Sullivan, Toby Thomas, Linda van Keimpema, Lorenzo Verani, Mike Wilson
- Apologies:** Nikhil Vanukuru, Tania Varshney

1. Welcome and apologies for absence	
	1.1 The Chair thanked members for attending and noted apologies for absence.
2. Unconfirmed Minutes of the last Phase 2 (BSc) SSLG	
CONSIDERED:	BSc-SSLG 20-21 01
NOTED:	2.1 All actions were complete.
AGREED:	2.2 The minutes of the meeting held on Wednesday 18 th November were approved.
3. Library Report	
REPORTED:	<p>3.1 Students must wear a face mask and use the track and trace app when using College libraries.</p> <p>3.2 The Library provide help with Module 3 so students should get in touch if they require support.</p> <p>3.3 The Library are developing publishing guidance for students. Student Reps should contact Rebecca Jones if they would like to see a draft. Once the guidance is complete, the Library would appreciate the help of Student Reps in circulating it to the BSc students.</p> <p>ACTION: Student Reps and ICSMSU Academic Officer to help circulate the Library Publishing Guidance to BSc students, once it is ready.</p>
4. Phase 2 (BSc) Pathway Student Rep Reports	
CONSIDERED:	BSc-SSLG 20-21 02-16
REPORTED:	<p>4.1 Overall, students found BSc Module 2 useful and relevant. They enjoyed working in teams and felt that they had learnt important skills.</p> <p>4.2 Students found it very helpful to have one tutor for each group in the Group Literature Review task. They also appreciated it when Pathways ran regular meetings or tutorials on assessments.</p> <p>4.3 Most pathway-specific concerns had been resolved with the Pathway/Module Lead prior to the SSLG.</p>

Support with Science in Context

- 4.4 Students would like further support and guidance for completing the Science in Context assessment.
- 4.5 Students noted that the level of support from Science in Context supervisors varied greatly. They would like to see this role standardised and supervisors more engaged in future.
- 4.6 Good practice was noted from some BScs, which ran question and answer sessions, had an assessment FAQ page on MS Teams and held coffee mornings to which past students were invited.
- 4.7 Alison McGregor responded that the BSc Team will look into improving the guidance provided to students and potentially providing an FAQ. The improved guidance is unlikely to include a template because the way to complete the task will vary across BSc pathways. It is also important for students to have an element of creativity in how they work.

ACTION: Head of BSc Assessment and Strategic Teaching Fellows to look at ways to improve the Science in Context assessment guidance for students.

- 4.8 It was noted that time management is a skill which Module 2 is intended to develop.
- 4.9 Good practice was noted in BSc Gastroenterology and Hepatology, where students can choose their Science in Context case study from a list of options.

Student Isolation due to COVID

- 4.10 Some students reported feeling socially isolated due to COVID and their BSc pathway not having bonded as a cohort.
- 4.11 BSc pathways were reminded of the importance of running cohort-building exercises throughout module 3, such as coffee mornings and social meet-ups.

ACTION: BSc Programme Officer to remind BSc Teams that they should organise regular meet-ups throughout Module 3 to avoid students feeling isolated.

Student access to software required for Module 3

- 4.12 Many students reported needing GraphPad Prism for their BSc Projects and their Module 1 assessment.
- 4.13 A discrepancy in access was noted where students in a few courses were provided with a license to GraphPad Prism, whereas others were expected to use free trials using their email accounts.
- 4.14 The licence is not available through College so it was agreed that the possibility of a College-wide licence would be investigated.

ACTION: Head of Technology Enhanced Education to find out whether there is scope for the College to obtain a licence for GraphPad Prism.

Releasing Average Marks for BSc Assessments

- 4.15 Some students would like average marks released for BSc assessments to help them understand how they are doing in comparison to their year group.
- 4.16 The Head of Assessment expressed concern that this may lead to students putting pressure on themselves. She noted that there are several robust systems in place to ensure that marks were appropriate across all BScs. The Head of the School of Medicine reiterated this, noting that students receive a lot of feedback.
- 4.17 Students were asked to let the staff know if there is anything that could be done to improve assessment feedback.

BSc Module 3 Oral presentations

- 4.18 The Module 3 oral presentations will take place online this year. This was done for the first time in 2019-20 and worked well.

ACTION: BSc Programme Officer to remind students that their Module 3 oral presentations will be run remotely in the next BSc Bulletin.

CONSIDERED:	SSLG-BSc 20-21 17
REPORTED:	<p>Students' return to London</p> <p>5.1 Some students reported that they would have liked more support in returning to London.</p> <p>5.2 It was agreed that further signposting would be added to the BSc Bulletin in future.</p> <p>5.3 Students were reminded that it is important to take responsibility for their own welfare and ask for support from their Personal Tutor or the FEO Welfare Team, if required.</p> <p>5.4 A bulletin specifically for international students was being developed and would be sent out soon.</p> <p>Support for Clinical Projects</p> <p>5.5 Support and guidance for students undertaking clinical projects during the pandemic was requested.</p> <p>5.6 This has been taken on board and further guidance will be provided if COVID continues to affect clinical projects in future.</p> <p>5.7 It was noted that the BSc Team will try to arrange COVID vaccinations for clinical project students with direct patient contact but as the vaccination programme is organised by the NHS, this cannot be guaranteed.</p> <p>Meetings between Staff and Students</p> <p>5.8 It was recommended that all BSc Pathways run monthly coffee mornings for students and staff, if this is not already delivered. They should also invite past students.</p> <p>5.9 This would be covered in action 4.11. It was noted that two of the BSc Teaching Fellows had run catch ups between current students and past external intercalating students. Another one was due to take place in the coming weeks.</p> <p>5.10 Professor Alison McGregor, Head of Year, suggested that she could run general coffee mornings for students across all BScs.</p> <p>BSc Buddy Scheme</p> <p>5.11 Students had provided suggestions for improving the BSc Buddy Scheme, including providing clearer guidance for buddies and incentivising the scheme for internal students.</p> <p>5.12 It was noted that the Buddy Scheme was a collaboration between the central BSc Team and the ICSMSU that was intended to help external students integrate at Imperial.</p> <p>5.13 The effectiveness of the scheme and how it would be run going forwards would be considered prior to the 2021-22 academic year. The ICSMSU may take over the running of the scheme.</p> <p>ACTION: ICSMSU, BSc Teaching Fellows and BSc Programme Officer to collect targeted feedback, potentially through the form of a focus group, to inform how the buddy scheme can be refined for next year.</p>
6 Any other business	
NOTED:	6.1 None was raised.
7 Date of the next meeting - Wednesday 21st April 2021,14:00, MS Teams	