

**Science and Engineering Foundation Programmes**

**Undergraduate Student Voice Committee**

**31/03/2025**

**Minutes**

**Staff members present:**

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| Dr Anum Khalid (AKh) | **Chair;** Foundation Senior Tutor |
| Dr Giorgio Chianello (GC) | Director of Foundation |
| Sarahlouise Lawrence (SL) | Secretary; Foundation Programmes Manager |
| Rosie Enobakhare (RE) | Secretary: Foundation Administrator |

**Student members present:**

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| Arani Ganeshwaran (AG) | **Co-Chair;** BSc Physics with Foundation, Year 0 |
| Zuha Khalid (ZK) | BSc Biological Sciences with Foundation, Year 0 |
| Ibrahim Karim (IK) | BSc Biological Sciences with Foundation, Year 0 |
| Alexander Kuleshov (AKu) | BSc Chemical Sciences with Foundation, Year 0 |
| Alexandra Mandia (AM) | BSc Chemical Sciences with Foundation, Year 0 |
| Tala Yahya (TY) | BEng Engineering with Foundation, Year 0 |
| Kashish Rohit (KR) | BSc Mathematical Sciences with Foundation, Year 0 |
| Hester Xin Yu Tann (HXYT) | International Science and Engineering Foundation (Engineering) |

**Apologies for absence:**

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| Hafizur Rahman (HR) | BEng Engineering with Foundation, Year 0 |
| Ziyaad Mohamed (ZM) | BSc Physics with Foundation, Year 0 |
| Tanjia Khan (TK) | BSc Chemical Sciences with Foundation, Year 0 |
| Valentina Hossain (VH) | BSc Biological Sciences with Foundation, Year 0 |
| Theodora Stamouli (TS) | BEng Engineering with Foundation, Year 0 |

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| **Part 1 – Preliminary Items** | |
| **1(a)** | **Apologies for Absence** |
| 2024.027 | The meeting noted the apologies from members as recorded above. |
| **1(b)** | **Minutes of the previous meeting** |
| 2024.028 | The committee approved the minutes of the meeting held on 17/02/2025. |
| **1(c)** | **Report on matters arising and actions taken** |
| 2024.029 | The committee received a report on matters arising and noted the following: |
|  | 2024.023 GC spoke to the SEMS DOE who has confirmed that Engineering will not be accepting any transfers from other schools this year.  2024.025 AKu commented that the noise levels during the chemistry and physics sessions have improved. |
| **Part 2 – Student feedback, Programme Delivery and other matters** | |
| **2(a)** | **Student Feedback** |
| 2024.030 | **SEF041 Mathematics B: -**  AG reported that students are really enjoying this module, and students have provided lots of positive feedback. The lecturer is very approachable, and there is an abundance of resources i.e. practice questions.  **SEF040 Mathematics A: -**  ZK reported that this module has good feedback overall. Students are happy with the lecturer and the resources provided i.e. lots of practice assessment/exam questions. AKu commented that in his opinion it is easy for students to do well if they make use of all the resources provided.  GC outlined the new proposal for SEF040 and SEF041, which if approved, would be implemented in 2026-2027. The plan involves splitting the Maths A and Maths B modules into two semesters, with each semester being worth 15 credits. This means that if a student fails one semester but passes the other, they may still qualify for progression. In contrast, the current structure of both modules consists of a year-long module worth 30 credits, where failing the module prevents students from progressing or obtaining the FDCert exit award.  ZK commented that students currently prioritise the maths modules and engage with them, as they are worth 30 credits. However, splitting them could result in students taking the modules less seriously and engaging less. AG added that the issue doesn’t appear to be with the structure of the modules. It is more to do with students not engaging with the content and resources. GC responded that there are students completing Maths A who are engaging but are still struggling and these are the students who may benefit from this new proposal.  AG suggested creating a buddy scheme within the Foundation cohort, which would involve students who are confident in Maths, supporting those who are struggling. GC responded that a Peer Led Teaching and Learning (PLTL) scheme does exist within the university. We would need to explore the resources available for Foundation, so that we could recruit paid buddies, rather than relying on the goodwill of other students.  **ACTION:** GC to explore whether funding is available for the PLTL scheme.  **SEF047 Further Mathematics: -**  AG mentioned that the response to the module has been mixed. Students who have already studied further maths seem to be enjoying it, while those without prior experience are struggling and not finding it enjoyable. She noted that the lecturer assumes prior knowledge of the content, and the content heavy lectures makes it difficult for some students to keep up. To further improve the module, AG suggested providing additional resources and making the content more relevant.  **ACTION:** GC/FEDU to feedback comments to the SEF047 Module Organiser regarding the provision of additional resources and making content more relevant.  **SEF044 Foundations of Physical Science: -**  AG reported that this module is still proving difficult for students on the Maths A module, who may not have studied physics before or who have limited maths knowledge. However, she did note that the tutorial sessions have improved. AKu and ZK agreed that the most recent lectures and tutorials were well structured and easier to follow.  AG suggested that teaching the more interesting topics at the start of the module, i.e. quantum mechanics, could help capture students’ interest from the beginning and improve engagement. She also suggested that physics lectures could be re-arranged so that they align with relevant Maths A & B module content.  AKu raised the issue of the timetabling clash between the next physics assessment and the biology workshops. SL responded that the Foundation team were not notified of the assessment date prior to it being circulated to students. However, we are working to resolve the clash.  AG also commented that students were only notified of the actual assessment date one week before it was due to take place. Students would like to receive more advance notice.  **ACTION:** GC/FEDU to feedback comments to the SEF044 Module Organisers regarding re-arranging teaching content and giving students more notice about assessment dates.  **SEF043 Foundations of Chemical Sciences: -**  ZK reported that this module generally has good feedback. The only issue has been the noise levels during lectures. AKu suggested that the lecture room may have contributed to the noise issues.  AG commented that Mastering Chemistry has been much easier this semester.  **SEF046 Foundations of Engineering: -**  AG reported that students are enjoying the module as both the lecturer and content is engaging. However, the QMPlus module page is still very disorganised.  AKu reported that the current structure of the sessions (lecture combined with workshop) does generally work well. However, this depends on how many questions students raise about the previous activity sheets. The lecturer deals with the questions at the beginning of the session, which can take some time.  AKu also mentioned that students are still unable to access the lecturer’s written responses to previous activity sheets. He has only provided worksheet responses up to question 20. While he is now on question 97.  AG added that his handwriting is also very hard to read.  **ACTION:** FEDU/GC to feedback comments to the SEF046 module organiser regarding: - better organisation of the QMPlus page, handwriting issue and access to written responses to activity sheets.  **SEF045 Foundations of Biological Science: -**  ZK commented that the assessments do not reflect the lecture content. She also reported that there were no assessment examples and students have requested a mock exam. SL responded that the module organiser is planning a MCQ based mock exam.  AKu added that students were given very limited information about the initial assessment. Similarly, students were only given a very limited outline to complete the biology essay. He suggested that there should have been a full session dedicated to the essay and how to complete it, with examples provided for reference.  **ACTION:** FEDU/GC to feedback comments to the SEF045 module organiser/s regarding: the assessments not reflecting the lecture content, the lack of assessment examples provided, and the limited information provided about the assessments and essay.  **SEF042 – Science and Engineering Success**  GC mentioned that there was an issue with one of the Lab MCQ questions. The question has now been regraded on QMPlus.  AKu commented that the in-person Maths Lab was good. The lecturer spoke clearly and the content was concise and useful.  **General Feedback: -** ZK stated that the general feedback is quite poor, mainly because a proportion of students are still struggling with the physics content and students are unhappy with Maths A & B being a double module.  **Assessment Feedback: -** ZK reported that students have requested more advanced notice of assessments. |
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| **Part 3 – Any Other Business** | |
| 2024.031 | AG advised that students wish to have an end of year celebration after the exams. They would require a venue and wish to confirm if there would be any finances available to assist with the purchase of food and drink.  **ACTION:** GC will check whether there are any finances available to assist with the event. He will also circulate the Student Union venue booking links.  Students reported that the SBBS Programme Fair was very good. ZK requested a similar event for chemistry. SL advised that we hope to run something similar for the other programme pathways in future. |
| **Part 4 – Date of the next meeting** | |
| 2024.032 | TBC |

**Action Sheet: Student Voice Committee**

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| **Minute** | **Action** | **Responsibility** | **Timescale** | **Action status** | **Issue resolved?** |
| 2024.030 | GC to explore whether funding is available for the PLTL scheme. | GC | ASAP | Ongoing | N |
| 2024.030 | GC/FEDU to feedback comments to the SEF047 Module Organiser regarding the provision of additional resources and making content more relevant. | GC/FEDU | ASAP | GC provided feedback at FEC meeting | Y |
| 2024.030 | GC/FEDU to feedback comments to the SEF044 Module Organisers regarding re-arranging teaching content and giving students more notice and assessment dates. | GC/FEDU | ASAP | GC provided feedback at FEC meeting | Y |
| 2024.030 | GC/FEDU to feedback comments to the SEF046 module organiser regarding: - better organisation of the QMPlus page, handwriting issue and access to written responses to activity sheets. | GC/FEDU | ASAP | GC provided feedback at FEC meeting | Y |
| 2024.030 | FEDU/GC to feedback comments to the SEF045 module organiser/s regarding: the assessments not reflecting the lecture content, the lack of assessment examples provided, and the limited information provided about the tests and essay. | GC/FEDU | ASAP | GC provided feedback at FEC meeting | Y |
| 2024.031 | GC will check whether there are any finances available to assist with the event. He will also circulate the Student Union venue booking links. | GC | ASAP | GC spoke with Faculty Managers who have confirmed that there is no money available for the event. He also sent the SU hospitality links 01/04 | Y |