

**School of Economics & Finance
Undergraduate Student Voice Committee
Wednesday 23rd October 2024**

Confirmed Minutes

Staff members present:

(Name)	(role)
Elena Georgiou	Student Support Officer
Manolis Noikokyris	Undergraduate Senior Tutor
Thomai Filippeli	Director of Education

Student members present:

(Name)	(Programme name and level)
Chloe Binks	Economics and Politics Year 1
Sofiia Movchan	Economics Year 1
Jiyan Roytalukdar	Economics and Politics Year 3
Momin Masood	Economics and Finance Year 1
Corey Latchford	Economics Year 1
Daniel Maendel	Economics and Politics Year 2
Benjamin Basson	Economics and Finance Year 1
Kavi Mautadin-Marin	Economics Year 3
Zhengze Xu	Finance Year 3
Alisha Ahmad	Economics Year 2
Tanay Lakhani	Economics and Finance Year 2
Saima Ahmed	Economics, Finance and Management Year 1
Hasnan Alexander Spall	Economics, Finance and Management Year 3
Janelle De Leon De Sagun	Economics and Finance Year 2

Apologies for absence:

(Name)	(role or programme and level)
Chamuel Petilla	Economics and International Finance Year 1
John Mercado	Economics Year 3
Alec Spall	Economics, Finance and Management Year 3
Karim Miceli	Economics, Statistics and Mathematics Year 2

Part 1 – Preliminary Items

1(a)	Welcome and introduction for new members
-------------	---

	The committee appointed Alisha Ahmad, Student Representative for <i>BSc Economics Year 2</i> , and Benjamin Basson, Student Representative for <i>BSc Economics and Finance Year 1</i> as the joint Student Co-Chairs for this meeting.
1(b)	Apologies for Absence: The meeting noted the apologies from the 4 members as recorded above.
1(c)	Minutes of the previous meeting: The minutes of the previous meeting were approved.
1(d)	Report on matters arising and actions taken: There were no outstanding actions from the previous SVC meeting.
1(e)	Terms of reference and membership: The committee noted the terms and reference and membership of the Student Staff Liaison Committee: see information in UG INFO ZONE - Economics and Finance - 2023/24 -> Student Voice -> Student-Staff Liaison Committee (SSLC)
1(f)	Admissions, induction and enrolment: Discussions arose surrounding the Course Rep Elections and By-elections. It was advised that by-election voting will close on Thursday the 31st October . ACTION: EG to introduce students to their course reps once the by-elections have closed. YEAR 1 - Students expressed that Welcome week consisted of very relevant events/talks which many first-year students found reassuring and informative. - Students also noted that the volume of information received in these sessions was vast and therefore was difficult to retain. - Students expressed confusion about the requirements leading up to the first week of teaching. Some students felt unprepared for their first lectures. ACTION: A suggestion was made to invite lecturers to come along to Welcome Week to introduce their modules informally in an aim to aid this transition. - Students expressed that the Alumni event was a particularly useful and encouraging session, and the best part of Welcome Week for some. - Students enjoyed having a condensed Welcome Week schedule, as this gave students time at the end of the week to attend university-wide events and discover societies. - It was raised that some students commuted to campus on the Wednesday of Welcome Week, just for the 'Meet your Advisor Session' and there were no other scheduled activities on this day. ACTION: Move the advisor session to a day where there are other university-wide activities, to avoid commute for this short session.
Part 2 – Student feedback, Programme Delivery and other matters	
2(a)	Programme/module developments and amendments

	The following feedback was received from student representatives: YEAR 1 - Students referenced the project work required for the ECN113 Principles of Economics module (Hong Kong Project) which was due in the first week of teaching. Some students explained that they had their first group meeting for this project, before their first lecture for the module. ACTION: Students are requesting that the timing of this project work is moved to later in the semester. YEAR 3 - A <i>BSc Economics, Finance and Management</i> student raised that they feel there is a skill gap as a result of not having taken ECN224 Econometrics 1 for this course. The Year 3 student rep feels that this knowledge should be required in Year 2, in order to take the following three modules: ECN382 Portfolio Management, ECN384 Big Data Applications for Finance, and ECN358 Futures & Options. ACTION: MN to investigate further and to perhaps offer more prescriptive accounts of modules in the Year 2 Module Selection Fair.
2(b)	Learning and teaching matters Representatives reported on learning and teaching matters and the following points were noted: YEAR 1 - Discussions focused on the difficulty of Year 1 Maths modules. Students expressed a desire for clearer guidance on answer structures, more prescriptive and annotated solutions, as well as more practical examples from textbooks to be used. MN advised students to utilise the office hours for the TA's and MO's and not to wait until too close to the exams to address these queries, which are ultimately part of the ongoing learning process of these modules. - Students suggested that an audio explanation should be provided alongside the release of solutions for ECN115 Mathematical Methods in Economics and Finance, as some students find the solutions difficult to understand. - Students are also requesting an appendix of maths symbols for ECN115. ACTION: This feedback will be shared with the module organiser. - Additionally, students noted that those with Further Maths backgrounds feel they have a better understanding of the Year 1 Maths modules than their peers. - Students raised a complaint regarding the number of students attending the ECN102 World Economy lectures. Students also raised an issue with the pacing of these lectures. Students feel that there is not enough time in the lecture to cover all of the content. ACTION: This feedback will be shared with the module organiser. - Students raised that the ECN126 Economics and Finance in Action module feels like very independent work. Students addressed that the seminar structure in particular is very independent and some students who don't understand the solutions feel lost during these sessions. ACTION: This feedback will be shared with the module organiser.

	- Students expressed that they value the use of Menti-meter to ask questions throughout the lecture in a discreet and non-disruptive way. The Lecturer Eileen Tipoe is also very proactive in posting the answers to these questions on QMPlus afterwards, which students find incredibly helpful. Year 2 - Students raised that they would benefit from having more prescriptive solutions to problem sets and the practical work discussed in tutorials. Students would find it useful to understand where marks may be awarded in exams. MN highlighted that the approach to assessments varies by module, question, and module organiser. Students are encouraged to use MO office hours to enhance their understanding. Students can bring example questions and their attempts, and discuss any improvements and the marking criteria then. Additionally, MN mentioned that past papers from the last three years are available, which can help students gauge the exam structure/difficulty. Proactive communication with the MO regarding exams is highly encouraged. - Students gave positive feedback for the ECN005 Personal and Career Development Plan module and expressed that they were looking forward to the upcoming networking and Mock Assessment Centre events. MN encouraged students to continue sharing feedback on Careers events so that we can continue to improve the service. YEAR 3 - Students raised that the improvement of adding reading lists and the integration of software for the ECN351 Environmental Economics module is great and should be included for all modules. - Students raised that they enjoy the ability to choose electives in Year 3 from other Schools, in particular the language courses offered by the <i>School of Arts</i>. MN also advertised the <i>College Language Scholarship</i> fund which will run in Semester B of the academic year 24/25. The deadline for this application is Monday the 18th November 2024 and email announcements will be sent via ugsefsupport. - Students raised a Timetabling issue with the ECN006 Personal and Career Development Plan module, which was ran during Friday prayer sessions at 1pm. MN advised that an alternative session was available for this lecture and unfortunately, sometimes timetabling constraints mean that we are unable to fully accommodate these requests. Moving forward we will endeavour to not schedule any sessions during these hours.
2(c)	Assessment and feedback Representatives reported on assessment and feedback processes and the following points were noted: Nothing to disclose.

2(d)	Learning resources • Library facilities / materials (books, journals etc.) • QMplus • QReview • Updates from faculty E-learning forums Representatives reported on learning resources matters and the following points were noted: YEAR 1 - Students expressed issues accessing the echo360 recordings of their lectures. EG advised that there is a QMplus Support for Student link on every UG module page where students can access direct QMPlus & Echo360 support. Furthermore, students can book a session with a member of the Digital Learning Team at SEF here. - Students are requesting a 10-minute introduction on how to use QMPlus during Welcome Week talks and/or more information to be circulated in the first two weeks of teaching regarding QMPlus. MN advised that the <i>Technology Enhanced Learning Team</i> offered induction sessions during Welcome Week to support navigating our systems. More information and guidance can be found here: Technology Enhanced Learning. MN also advised that students are welcome to book a session with our Digital Learning Advisers at SEF: Book a digital learning support session. - A joint honours course rep mentioned the differing QMPlus layouts in different academic schools, which can cause some confusion for students. EG advised the student to email an example of these differences to ugsefsupport@qmul.ac.uk and we will investigate further. - Students raised issues regarding the QMPlus reminders set for quizzes. ACTION: EG to update Assessments Officer. TF Advised that students should utilise the module syllabus for each module, to ensure that they are aware of the upcoming deadlines rather than depend on reminders & multiple emails from MO's & QMPlus. YEAR 3 - Students raised ongoing IT issues for the ECN384 <i>Big Data Applications for Finance</i> module. Students raised that packages are not updated on the PC's and are asking if IT can install the Anaconda software for all student user accounts at SEF. ACTION: EG to contact MO Ioanna Lachana to discuss. - Students raised that the recordings of the ECN317 Market Design lectures are poor. This is because the camera only records the right side of the class and does not record the lecturers white board explanations. ACTION: Students are requesting that the camera is set up to have a span of the entire room.
Part 3 – Any Other Business	

	N/A
Part 4 – Date of the next meeting	
	The committee noted that the next meeting would take place on the 19 th February 2025.

Action Sheet: Student-Staff Liaison Committee

Minute	Action	Responsibility	Timescale	Action status	Issue resolved?
1(f)	EG to introduce students to course reps once By-elections have closed.	Elena Georgiou	November 24	Complete.	Emailed on 21/10/2024 & 05/12/2024.
1(f)	Suggestion to invite MO's to introduce their modules informally during Welcome Week.	Elena Georgiou	September 25	Ongoing.	Discussed at SEC Committee on 04/12/24.
1(f)	Move the 'Meet your Academic Advisor' session to a day where there are other university-wide activities.	Elena Georgiou	September 25	Complete.	To be actioned for 25/26.
2(a)	Students are requesting that the timing of the Hong Kong Project work is moved to later in Semester A.	Eileen Tipoe	September 25	Complete.	Professor Eileen: "I apologise for any confusion caused about the assessment due dates. Next year I will ensure that that communication is clearer and I will also make sure that any email communications about the assessment/group activities are scheduled for after the first lecture. This way, I can discuss the assessment with students in-person first".
2(a)	MN to investigate <i>BSc Economics, Finance and Management</i>	Manolis Noikokyris	November 24	Ongoing	TBC

	pre-requisite suggestion.				
2(b)	Students suggested that an audio explanation should be provided alongside the solutions for ECN115 .	Evgenii Safonov	November 24	Complete	This feedback has been sent to the module organiser to consider.
2(b)	EG to share ECN102 feedback to MO.	Rachel Male	November 24	Complete	This feedback has been sent to the module organiser to consider.
2(b)	EG to share ECN126 feedback to MO.	Eileen Tipoe	November 24	Complete	This feedback has been sent to the module organiser to consider.
2(d)	EG to feedback to Assessments Officer.	Elena Georgiou	November 24	Complete.	This will be considered for Semester B 2024/25.
2(d)	EG to contact MO Ioanna Lachana to discuss tech issues with ECN384 .	Elena Georgiou	November 24	Complete.	The IT issues have been resolved.
2(d)	Students are requesting that the camera in the ECN317 lectures is adjusted to have a span of the entire room.	Elena Georgiou	November 24	Complete.	The camera set-up has been adjusted to wide angle, covering the span of the lecture room.