

AHSS UGR forum - 11th March 2021 - Meeting Minutes

Staff

Sian Lewis - College Education Manager **(SL)**
Martin Jephcote - Dean of Undergraduate Studies **(MJ)**
Kate Gilliver - Joint Honours Dean **(KG)**
Paul Jones - IT **(PJ)**
Martha Ashford - Libraries **(MA)**
Jane Chukwu – VP of Postgraduate Studies **(JC)**
Jane Harding - Student Advice **(JH)**
Tim Fry - Student Voice Coordinator **(TF)**
Shane McCullough - Student Voice Assistant **(SM)**

Students

Abigail Gallagher - LAWPL **(AG)**
Alice Baldwin - CARBS **(AB)**
Alissa Thiel - CARBS **(AT)**
Rayan Al Habsi - CARBS **(RAH)**
Anna Moller - SHARE **(AM)**
Annie Granger - MLANG **(AG)**
Bronwen Cruddas - CARBS **(BC)**
Erina Kugasa - CARBS **(EK)**
Gabriel Jackson - SHARE **(GJ)**
Jennifer Van Der Weijden - SHARE **(JVDW)**
Jess Adams - LAWPL **(JA)**
Lanea Williams - LAWPL **(LW)**
Leora Alexander - CARBS **(LA)**
Megan Smith - SOCSI **(MS)**
Nat Tabaka - SOCSI **(NT)**
Olivia Perry - LAWPL **(OP)**
Oliver Bott - SHARE **(OB)**
Shukura Babirye - SOCSI **(SB)**
Rebecca Hardy - MUSIC **(RH)**
Tatty Harding-Lloyd - LAWPL **(THL)**
You Xian Ng - LAWPL **(YXN)**
Timothy Finn - ENCAP **(TF)**
Toby Chan - MUSIC **(TC)**
Sophie Revell - ENCAP **(SR)**
Amarbir Sihota - CARBS **(AS)**

Apologies

Staff

Anabel Hurst - Catering

Student

Sara Bahamdan - CARBS
Monique Dyer - LAWPL
Catarina Vicente - JOMEC
Alexander Garrett - CARBS
Zeyue Zhang - CARBS
Michael Farrand - SHARE
Charlie Mallinson - GEOPL
Dickran Cristianini - LAWPL
Asha Armin - MLANG
Wawuda Osiemo - ENCAP
India Yeardley - GEOPL
Sophie Eardley - MLANG
Tanisha Bij - JOMEC
Angel Balamatsias - MLANG
Keisha Megji - SHARE
Chloe Clancy - MLANG
Kaitlin Thijm - CARBS
Faaizaa Nahar - ENCAP
Jade Dibble - ENCAP
Izabela Nistor - MLANG
Anas Arida - LAWPL
Harry Jessop - MLANG
Charlie Tilley - SOCSI
Armit Sangha - LAWPL
Maram Al Hammam - CARBS
Madeleine Sebukima - ENCAP
Georgina Henwood - LAWPL
Jack Collard - GEOPL
Alexander Craig - MLANG
Seren Carpenter - LAWPL
Arthur Ddamulira - LAWPL
Henry Bishop Bishop - ENCAP
Jack Ashley - LAWPL
Trinity Myton - CARBS
Leora Alexander - CARBS
Ysy Reeve - SHARE
Bethany Smith - MLANG
Olivia Cheung - ENCAP
Shubhangi Dua - JOMEC

Thomas Harding - GEOPL
Ellena Harrison - MLANG
Fatima Bibi - LAWPL
Mia Bagdasarian - MLANG
Annell Dyfri - WELSH
Barnaby Stoner - CARBS
Megan Smith - SOCSI
Jenna Foulkes - LAWPL
Kingi King - MLANG
Niamh Arlotte - SOCSI
Ali Shahid - CARBS
Jacob Jefferis - MLANG
Kelly McKinnell - SOCSI
Juliette Radley - GEOPL

Introductions

JC opened the meeting at 14:03

Staff Updates

PJ also stated there has been disruption in IT due to an issue with a power station which has now been resolved.

MA updated that postal loans are now available. MA stated from 22/03/21 Bute Library will be open for study space bookings. Study spaces have been expanded to both 3 hour and 30 minute slots. Opening hours for the Easter break have been confirmed and will be circulated soon. MA reminded students to wear masks inside university buildings including libraries and cancel bookings if they cannot attend.

MJ also remarked that students should cancel bookings if they cannot make their study space slot. MJ asked what the importance of lectures and if online lectures were a good alternative. AT confirmed that for a social aspect of lectures are important to the student experience with AS stating especially for first years. AG also stated this helped students engage with lecturers and staff also. AB stated online lectures can affect motivation.

MJ updated that restrictions for September are not yet known so planning for all scenarios are taking place. MJ asked what students felt was the right balance between in person teaching and online teaching given the previous two terms. FB stated they felt the in person teaching did not feel engaging at all and felt very unnatural. Many students stated they did not have any in-person teaching scheduled. SL stated that if any students had no in person teaching offered to them then to contact her directly (email found in the notes). Some students stated there was a lack of attendance for in person teaching.

MJ asked about the experiences of take-home exams. THL stated they found these rewarding and a nice balance considering the situation. AT stated they found the extended

time for exams created less pressure compared to in-person exams. SR stated having a much more extended time such as a week or two weeks to complete exams created too much time to overthink exams. SL asked what peoples thoughts were on unseen exams. AB stated they did miss this aspect of exams however AM stated they and others were glad these did not take place as they reduced anxiety.

MJ asked for feedback on group projects. EK stated students did not think having group projects that had a 50% weighting for the module was appropriate and that international students had an issue with time differences regarding meeting other students virtually. AS also echoed this issue with time difference which created communication issues.

MJ asked for feedback on peer assessment. AB stated peer assessments were done on group projects to get a sense of people who have contributed more/less which they thought was fair and appropriate. AT stated they felt it was good as allowed feedback without taking up the lecturer's time. MJ stated that some questions could be circulated for student-staff panels to increase feedback.

JH updated on student advice. JH stated advice for Extenuating Circumstances have been changed so assessments can be changed to august if needed. Also if people had a special characteristic then assessments could also be changed. JH stated advice was being given to students regarding academic misconduct. JH stated collusion has been a large issue this year due to the online sharing of work during assessment periods. Also referencing during exams have also been an issue for some students which has created some confusion which has led to aspects of academic misconduct. JH stated clearer guidance on working between students and exam referencing would be welcomed. MJ stated academic misconduct and referencing during exams had been discussed with schools but maybe guidance needs to be cleared up. JH stated the sharing of the same resources is what may have led to aspects of collusion rather than people working together actively during exams. JC asked MJ if having more assessments online has led to academic misconduct happening on a broader scope. MJ stated the moving online has created some confusing consequences surrounding collusion and asked if this has led to an increase of academic misconduct than a usual year. JH stated they had seen a significant rise but agreed specific figures may be needed. MJ stated they will also look at the numbers before further comment.

TF updated on the SU elections which are taking place this week and asked people to vote. An amazon voucher is available if you voted. Voting closed on 12/03/21.

KG updated that all schools have been asked to communicate for joint honours regarding extenuating circumstances. KG also noted they have been working with student champions regarding module selection and ways this can be improved but that may not be able to be implemented this year.

Student Updates

LA and AT stated there were not many significant updates from CARBS. AT stated that better facilities are being put in place to make recording lectures easier.

SR updated the feedback for ENCAP included career and employability events and the success of these. AG stated access to readings and ability to anecdote have been challenged due to COVID-19 restrictions as well as intensity of screen times. AG also stated this has been feedback before also. MJ stated there has been a conscious decision to move closer to becoming paperless. MA stated that this has been an issue for ENCAP in the past and that issues regarding reading availability and the conversion to eBooks can be done via contacting Erica Swain. MJ also stated there are different tools to annotate online. AG stated that for some students with limited technologies such as iPads, being totally online is incredibly difficult. PJ confirmed iPads are difficult for these multi functions. SL stated the move to online readings took place to reduce environmental impact but if there were any specific student support needs then printing could be arranged. SL stated that if a student would like a printed copy of a reading then they would need to print this themselves. MJ stated this issue will be discussed further to find further advice.

THL stated there was not much to update from LAWPL.

BC also stated there was not much to update with MLANG. Something that was noted was the technical issues that have arisen regarding internet connections and specific keyboards needed for some international students. PJ asked if they were halls of residence or at home. PJ noted if the issues were in halls of residence then to contact IT directly. PJ noted if these issues were from home then some information would be shared (see notes).

JVDW stated there was nothing to update from SHARE.

SB stated there were issues regarding module evaluation and asked if these could be at the end of the year. SB also stated issues regarding captions with online learning for disability students. Another issue was regarding bringing up constructive feedback rather than just negative comments using the Uni2 programme. MJ stated that module evaluations were brought forward so improvements can be made mid module to improve online learning for current cohorts. KG stated captioning can be done for some students on Panopto but it is not 100% accurate and that within SHARE captioning will be done particularly if there are student who need it for reasonable adjustment. MJ requested this be fed back to the equality/EDI officer in SOCSI. PJ stated automatic captioning is available to zoom and teams however are 50-70% transcription accuracy. PJ stated that to provide captioning without using AI will be too expensive. MJ and PJ recommended using the app Dragon Naturally Speaking on smartphones which is also proven to be accurate. PJ also stated using a headset to increase audio accuracy can help the captioning process hugely.

JC asked for feedback on Uni2 which MJ stated was being trialed in SOCSI. SB explained how Uni2 works. SB stated the discussion boards were acting in place of Uni2 so may challenge the usefulness of Uni2. SB stated Uni2 allowed the reps to talk to the conveners which the discussion board does not allow. SB stated Uni2 was more useful for overall feedback whereas discussion boards are better for module specific feedback.

RH feedback changed to learning central for MUSIC so that resources would be available before the module starts. SL stated this comes from registry and has caused some issues. SL stated they would investigate this with registry

TF confirmed the next AHSS UG forum is on 22/04/21.

JC closed the meeting at 15:29

Notes

Sian Lewis email - LewisSE1@cardiff.ac.uk

Link to WiFi improvements -

IT-ServiceDesk@cardiff.ac.uk

<https://intranet.cardiff.ac.uk/students/news/view/2464462-getting-the-most-from-your-wi-fi>