MSc Staff Student Liaison Committee Meeting Minutes

11:00am, Tuesday 16th January 2024

AT 8.02

Invited:

S Cohen **(Deputy Director of Students MSc)**

 L. Seal **(Teaching Organisation Officer MSc),**

MSc Reps

Adithya Venkatadri Hulagadri

Mingyue Jian

1. Introduction and overview of SSLC

The meeting opened with a brief introduction on the purpose of the meeting, intended to gain feedback over the past Semester courses and Professional and IT Services, so as to help enhance students' experience. It also offered student representatives a chance to meet and talk directly to the Deputy Director of Students (MSc).

2. Comments on MSc Sem 1 Courses

[Note: All feedback from this meeting will be sent to Course Organisers with the offer to comment on/respond to. Any feedback from the Course Organisers that is returned is included in the minutes]

ANLP

- Cohort commented that past exam papers were only available before and including 2019.Deputy Director of Students (DDS) explained that from 2020/21-2021/22 papers had been templated for online exams and, therefore were not particularly relevant to the on campus exam. DDS suggested that students use Piazza for queries, support and discussion. Papers from 2023/24 onwards will be made available via the webpage: [Exam Papers (ed.ac.uk)](ed.ac.uk)

- There was a discussion about improving visibility of Lab demonstrators. DDS proposed to explore options to ID Demonstrators.

There were no other PG course specific comments.

AML
ARO
CDI1
CDI2
CSEC-11
DBBA
NLP-GP
IRR
BAI-ICDM
NAT
NAT-DL

3. General Issues about the Year and Specific Courses

- There was discussion about improved guidance for Dissertation Project selection, DDS recommended that students contact the Proposer for more information.

- There was discussion regarding the availability of Project Topics from other Schools. DDS referred queries to the Dissertation Drupal webpage and contact information:
  DISS: MSc Dissertation (Informatics) | Open Course Materials (ed.ac.uk)

- It is confirmed that PG students will have access to Level 9 Appleton Tower from May to August 2024.
  Buildings and laboratories | InfWeb (ed.ac.uk)
  Level 9 access for final year students | InfWeb (ed.ac.uk)

- Student reps commented that PG students would benefit from a PG-specific common area to meet and study in both Semesters. Reps also requested cohort-specific events. ITO has fed back to Student Support regarding events, but noted that PG events organised for Welcome Week and Semester 1 2023/24 were not well attended. DDS referred to resources and support offered vis the Student Wellbeing Service
  Student Wellbeing Service | Student Wellbeing Service (ed.ac.uk)

- Reps raised student concerns about inclusion for all members of a group where course assessment is Groupwork. DDS recommended that students in such a group would benefit from a summary minute document to include contents/actions circulated to the group after each meeting

- Schedule of Adjustment applications: ITO confirms that the cut-off date for Examinations to accept/include SoA applications and requirements in the May exam diet are:

Adjustment Type	Deadline for SoA
Scheduling adjustments e.g. 'no exams on consecutive days'	Friday 09 Feb 17:00
Any of the following: • Individual rooms • Smaller rooms • Assistive Technology	Wednesday 14 Feb 17:00
Any of the following: • Extra time • Use of PC	Friday 15 March 17:00
NOTE: • All extra time will be applied as +1hr standard not as percentage • Exam diet will include exams scheduled on Saturdays	

Extra time learning adjustments | The University of Edinburgh

4. Comments on Computer Facilities

- Level 4 main area - no Wi-Fi coverage.
- Link to monitors is not available to student laptops - this will not be made possible due to security issues.

5. Comments on ITO Support - N/A

6. Any Other Business - N/A