



UNIVERSITY OF EXETER, CORNWALL CAMPUS

Camborne School of Mines

**A meeting of the Student/Staff Liaison Committee held on
Wednesday 18th February 2009, 13.00 in Seminar C**

Present

Frances Wall
Richard Pascoe
Jo Shepherd
Andy Wetherelt
Ben Williamson
Pat Foster
Peter Connor
Stephen Atkinson
Sean Graham
Catriona Bell

Library Representative
UECC President
ASU

Student Representatives

Jonathan Owen
Cameron Hawkes
Jennifer Adams
Ben Matlock
Tom Buckle
Anthony Stanton
Richard Anstee
James Tupman
Andrew Shuster

Chair

1st Yr RE
2nd Yr RE
3rd yr RE
2nd Yr Geol
1st Yr Mining
2nd Yr Mining
3rd Yr Mining
3rd Yr Mining

1. Apologies

Paul Beerling
Neil Bonwick
Jessica Holloway
John Coggan
Charlie Moon
Victoria Marks - Left
Ken O'Brien

ASU Manager
3rd yr Geol
1st Yr Geol

MSc Mining Geology

2.	<u>Minutes of previous meeting</u>	
	Minutes agreed	
3.	<u>Report on Discussion of SSLC Business at School Meeting</u>	
	RDP – Minutes were tabled at the last meeting Module review was raised during the meeting	
4.	<u>Matters arising from Previous Minutes</u>	
	<i>2.2. MM reported that there will be a list of what software is on each PC situated in the IT room. – this has not happened</i>	<i>IT/MM to action</i>
	<i>4.1. This has still not been actioned</i>	<i>IT/PB to investigate</i>
4.1	<i>PB states it has been actioned this needs to be checked</i>	<i>Action CB</i>
	<i>2.3 Air conditioning in Lecture Rooms A&B P1 is not sufficient - this is being currently being analysed</i>	<i>MM Ongoing</i>
	<i>4.2. Will be analysed throughout the summer months</i>	<i>All staff and students Ongoing</i>
4.2	Ongoing – awaiting the summer months	All staff and students Ongoing
	<i>08.7 (c) - Returning of some marked assignment did not fall within 4 term weeks – students require assignments back prior to exams.</i>	<i>JS/RDP ongoing</i>
	<i>2.4 This is still a problem especially for MSc students – this is constantly being analysed and we are constantly striving to solve this issue.</i>	<i>JS/RDP Ongoing</i>
	<i>4.3. This is an ongoing issue and will be monitored on an ongoing basis.</i>	<i>Action All Academics & JS</i>
4.3	This is still ongoing Up to date monitoring was provided at the meeting. FW stated that the relevant staff has this as an objective and a further investigation will be taking place.	FW & RDP to action

	7.1 Some students commented that the RE field trip to France was not very educational – DM to look into this.	Not Actioned
	4.4. PC to contact DLM to discuss further	PC to action
4.4	This has been investigated and other locations are not viable. This will be analysed on an ongoing basis	PC to action
	8.2 Environmental management module course content – could they include more mining related issues?	PF to Action
	4.5 This is still ongoing and will be reviewed. Environmental module is currently being reviewed	Action PF
	Improvements have been made and this will be analysed after the NSS results	Actioned
	<i>4.6. Still to action – a change machine is still required by students especially outside normal working ours including weekends.</i>	<i>Action PB</i>
	<i>Porters lodge will now be providing change up until midnight</i>	<i>Actioned</i>
	<i>5.1. It was requested that Academics should ensure that they are available during the build up to exams.</i>	<i>Action all academics</i>
	Now Improved	Actioned
	<i>9.1. The IT network recently failed and IT would not pick up the phones from approx 3pm till 5pm.</i>	<i>PB to investigate</i>
	<i>Noted</i>	<i>Actioned</i>
	<i>9.2. Why cannot the Geology students be taught AutoCAD at the same time as the mining students</i>	<i>AW/PF to action</i>
	Students will be provided Autocad during the Summer Survey Course	Actioned
	<i>9.3. Locker space – some lockers have been made available within CSM but more lockers are required on campus for the use of Motor Bike riders and also push bike rider.</i>	<i>Action PB</i>
	There will be provision for Locker Space in phase 3 and they will attempt to deal with issue	Actioned

	<i>9.4 AutoCAD in PD&IT, students are taught the basics but further knowledge would be advantageous. Could this be added to the 1st Year surveying module - but this module is very full. This could be added into the summer survey module?</i>	<i>PF to action</i>
	See 9.2. above	Actioned
	10.1. Students were confused on how marking of the summer survey was done, In particular the marks for individual effort were questioned. PJF – the majority of the mark was for the plan and PJF will look into this in the future.	PF/AW to investigate
	From this point onwards individual peer reviews will take place by each student	Actioned
	10.2. After the Dorset field trip the students had a week and a half before the assignment was due and were advised they would have assistance in writing the report but this was only given 3 days before hand-in. RDP recommended that material is put on WebCT as early as possible to assist students. FW noted that this would have solved the problem and examples of technical reports should be posted on WebCT.	Programme Leaders to investigate
	Now on WebCt	Actioned
	<i>10.3. WebCt and Web Vpn – lecturers have been using both WebCT and the share drive for supporting information – mixed approach sometimes confusing. WebCT should be the system of choice in future</i>	<i>Action all academics</i>
	All lecture notes should now be on WebCT. If students find there are missing notes please report them to Jo Shepherd.	Actioned
	10.4. Also WebCT and the VPN are down quite often.	Action JS/BB & RDP to investigate
	Problems appeared to be solved	Actioned
	<i>10.5. Students have problems with colour printouts; Academics should upload Black & White versions to WebCT.</i>	<i>Action all academics</i>
	This should be dealt with by the next academic year	Actioned

	<p>10.6. Fluid Mechanics – The hand outs are good but there was a lack of communication between staff and students. An additional tutorial would be appreciated.</p> <p>PC - There have been a lot of changes to this module to make improvements and it will continue to be reviewed KO has a new role as 'Coordinator of Student experience' – evaluations of modules etc and he will continue to work with the academic to improve this.</p>	PC & KO to Investigate
	There has been a considerable improvement with this module and MACE scores have improved	Actioned
	10.7. There is no bike storage around the Peter Laynon building, this needs to be resolved.	PB to action
	Undercover bike storage is now in place on campus	Actioned
	<p>10.8. Visual Basic assignment – there is a lot to learn in the time given and the RE students feel more support would be useful.</p> <p>PC – this is used in an Energy Management module and would like this review in the future to see if this is required.</p> <p>KO did feel that the students will be fine by the end of the year with this program.</p>	KO to investigate further training
	Improved notes will be created and this should improve the modules	Actioned
	10.9. Dean's commendations - The question was asked of whether the student will receive one – JS responded that any students that receive over 80% then will receive one.	JS to action
	JS has subsequently been advised that the school recommends students for the commendations and the Dean confirms and actions.	Actioned
	10.9. RE Students request more information on field trips.	PC to action
	PC – we are limited to how early students can be informed of confirmed field trips due to the organising of flights and costs. This has now improved.	Actioned
	10.10. Seminar A is a mess, there is broken furniture. There was a question raised about the availability of a room plan outside the room?	PB to action
	PB visited Sem A and found the room to be sound. It was noted that some of the tables in the meeting room was in bad	Actioned

	repair.	
	10.11. RE students noted that they are not able to apply for the current available scholarships. PC is looking into this and contacting various companies to seek if they are interested	Action PC
4.5	This is being looked into on a constant basis	Ongoing action PC
11.1	Wind module – a lot of the work done in the 1 st week was covered in the GIS module. Wind farmer training needs to be taught earlier in the term next year.	PC to action in 2009
	This was not possible due to the guest lecturer. This will be solved in the future	Actioned
	11.2. All the water coolers in P1 do not work and also the 'new' one in the CSM Museum is very slow and sometimes does not work.	Action PB
4.6	Water Coolers are now working correctly. But cups should be replaced on a constant basis	Action PB
	11.3. The fire door at the end of the corridor by the Geology Lab/Bio Lab needs to be changed to a normal door and not a fire door for ease of access to the laboratories.	PB to action
4.7	This will be actioned but at the moment this is not in the budget but will be dealt with in the next academic year.	Action CB Or PB
12.1	It was suggested that splitting the MSc Mining geology group in half for field trips would be a good idea.	Action CM
	This has only been done for the foreign field trip, but is not economical for UK field trips.	Actioned
12.2	IT issue – Computers keep crashing each time they try to save to a USB stick.	PB to action
	This must be reported to IT at the time of the issue	Actioned
12.3	There have been several issues with toner running out in printers and the students have paid for the prints and are unable to print, but IT did not assist on several occasions. JS noted that several UG's have also reported this directly.	PB to action
	Dates and times would be helpful and credits will be provided if a helpcall is placed	Actioned

	12.4 The group of students were in Sem M and this was not large enough for the group. Timetabling issue.	Action PB/VT to action in future
4.8	This will be raised at the next L&T meeting	Ongoing
5.	<u>Changes to the academic year for 2009/10</u>	
5.1	<p>Richard Anstee – Some petitions have been handed to Paul Beerling with complaints about the new term, copies of these petitions can be obtained from RA.</p> <p>RA and other students are not too happy about the changes.</p> <p>RDP has pulled information off the web with FAQ's.</p> <p>CSM do not have any control to change this and these decisions are down to the University.</p> <p>There was a referendum in Exeter, therefore Sean Graham is in discussions to have a further referendum in Cornwall.</p>	RDP to provide feedback at next meeting
6.	<u>Teaching & MACE including the dissemination of good practice and programme and module evaluation)</u>	
	<p>Mace has had a very good feedback and overall outcomes have improved and the average has gone up from 3.79 to 3.94.</p> <p>It was highlighted how important it is for final years to complete NSS.</p>	
7.	<u>New and revised programme developments</u>	
	<p>MEng in RE has taken a step forward and there is a meeting next week to confirm if this programme will be processed.</p> <p>MSc Quarry Management – this will run on demand from Industry but this may be affected by the credit crunch.</p> <p>BEng Mineral processing – the paperwork must be compiled by May and we will keep the students informed.</p>	

8.	<u>Year 1 Student matters</u>	
8.1	RE – The Chapel – this air con is not working correctly and CB has already raised this already to estates.	CB/BP to action
8.2	Ching Lai’s teaching was found to be presented very quickly.	PC to Action
8.3	Geology – Late coursework was raised again	Ongoing
9.	<u>Year 2 Student matters</u>	
9.1	Mining – In some lectures some students are still walking in up to 15 mins late including when this is during Guest lectures.	Jon Christie to add this to his emails
9.2	RE – Electronics exam was too easy and the 3 questions were similar to that covered in a revision lecture. FW & RDP are looking into this and will report back at the next meeting.	Action FW & RDP
9.3	Energy Management – the exam was a multiple choice and some students did not like this and found it too easy	PC to Review
9.4	Lack of RE Guest Speakers for careers. FW – noted that the Research seminars worked very well and we hope to get more RE visiting speakers.	Students to inform CLH of any visiting speakers
	Lack of lab books FW confirmed that with copyright we can scan chapters and put them on WebCT	
10.	<u>Year 3 Student matters</u>	
	RE – Short fat modules are not working well due to hand in times. PC advised that this will not happen in the future. It was noted that Wednesday afternoons should be left clear for sports reasons and also to ensure staff meetings can take place. FW confirmed this is the case for CSM. The Bottle match is in London every other year and it was requested that when required teaching should be rearranged.	

10.1	Computer software – the new software is currently only available in one room and not all licenses are valid. This is in hand and will be looked into a.s.a.p.	PC to action
11.	<u>Post Grad Student Matters</u>	
	FW & CM had recently held a meeting MSc Mining and no further issues were raised	
11.1	Stephen Atkinson to be added to the PG email group	Actioned JS
12.	<u>Learning Resources (Including Library, IT and other teaching/learning resources)</u>	
	Printing charges are now much easier to update and can be updated onto your ID card.	
13.	<u>Employment, Employability and Personal Development</u>	
	Vacation Employment – Miners need to be very proactive in this part of the module and must ensure they obtain a company to undertake the vacation employment.	
14.	<u>AOB</u>	
	Thanks to Hannah from FXU to assisting with arranging the bottle match. There is a student mentoring scheme being introduced throughout Tremough and new students will be supported by current students. Each Mentor will have up to 4 mentees and the student will get Exeter points if they take part.	
15.	<u>Date & Time of Next meeting</u>	
	To be confirmed	