DEPARTMENT OF GOVERNMENT

Meeting of the Staff Student Liaison Committee Meeting (SSLC)

Tuesday 29 April 2014
1-2pm
Room 5B.324

AGENDA

Attendees

Chair Dr John Bartle
1st year Representative Linda Urselmans
2nd Year Representative Denise Laroze
3rd Year Representative Belen Gonzalez
Completion Year Representative Carla Xena Galindo
Graduate Administrator Alex West

For Discussion

Matters Arising
1. What is going well? Improvements since last meeting?
   • All going ok, GTA money/Class discussed – asked to send us information for payments so we can work it out.
   • Money getting paid per hour is not the only problem – around 5/6 days work extra this year
   • AW Advises money budgets are set by HR, not the Department
   • JB also says that they are GTA, not expected to know everything – Department should offer reassurance that GTAs are not expected to answer every question. Need to learn when enough is enough.
   • GTA’s are doing a fantastic job, need to stop trying to please everyone
   • Printing going well with new printer in mail room

2. Lack of Department Support, Guidance, and Advice regarding Job Market Choices/Opportunities, competition and entrance after Thesis Submission
   • Training for GTA’s non-existent – JB advised supervisors should be helping with training and feedback.
   • Students suggest the problem depends on how helpful the supervisor is, if they are helpful then support is brilliant, not a problem across the board. Some have very good communication with their supervisor.
   • Department needs to discuss training, minimum and maximum ideals should be agreed.
   • Communication between student and supervisor should not be a problem and should be sorted.
   • 2 week deadlines for GTA’s create more problems with extra work. Not great for the students or department to hang out as long as 4 weeks as suggested.
• Departmental meeting – JB to bring up deadlines.
• JB suggests we look at Teaching Circle again (used to be in place), or a termly lunch for GTA’s. Advice from Academics - perhaps students can learn more about reference, grading, deadlines, feedback – reps feel this would be helpful.
• Need more advice on jobs, recommendations, as students who have or are about to submit don’t know.
• Kristian used to do a job talk before but the Poster Session and FYD have replaced.
• Completion year handbook suggested by AW – reps think it would be helpful. Subject to AW having time to do the handbook but will provide.
• PDS – perhaps careers advice over the Summer?
• DL suggests a brownback seminar with staff.

3. Lack of free Courses at the Summer School for PhD students in the Department
• Summer school taken away this year – now £1000 per course – means 3rd year pay £500.
• Needs to be discussed by people responsible for Summer School in the Dept.
• TA’s get it but have to teach.

4. Changes to be made to the Colloquium.
• If an IDA presenter is there then only IDA will turn out
• Have only around 8 people on average who are interested – not enough to spread out
• Hold less regularly? Every 2-4 weeks?
• Member of staff should be present, perhaps to chair or give some feedback?
• Could merge HEROES? AQM could present there instead of colloquium
• Could invite external speakers?
• Staff used to present but don’t even go for support, perhaps they can come again
• Could also open up to PGT and staff so not just PGR.
• Jeff & Daniel taking over Dept Seminar, could speak to them.

5. Allocation of Office Spaces
• Problem being addressed
• Hotdesks may be better idea
• Rooms will be sorted once faculty have allocated to us – out of our control

Any other Business
Alex West
Graduate Administrator
April 2014