# College Forum Meeting Minutes

##  ***AHSS Undergraduate College Forum***

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|  **Date:  03/12/2024** | **Time:  15:00-16:00** |  **Location: Teams** |
|  Chair:  |  Ana Nagiel Escobar – VP International  |
|  Minutes:  |  Isabella Reynolds – Student Voice Assistant  |
|  **Apologies:** |
| Staff: | Student reps: |
|  | Sean Killen – JOMECEllenor Mercer – MLANGSophie Reynolds – MLANG Cara MacArthur – SOCSI Aporajita Bangali - LAWPL |
|  **In Attendance:**  |
| Staff: | Student reps: |
| Rob Gossedge – UG Dean for AHSSSian Lewis – AHSS College Education Manager Rhian Howells – AHSS College Education StaffPaul Jones – IT ServicesNicola Jones – Library ServicesKaren Jenkins – SU Student Advisor Zoë Hayne – Academic Representation Coordinator  | Jivisha Aggarwal – SHARE Hannah Okon – SHARE Miriam Southall – MUSIC Nicholas Quinn – SHARE Abigail Valentine – MUSIC Ubaidullah Mukit – ENCAP Anna Kiddier – MLANG Rhianne Kennedy – ENCAP  |
|  **Update on Actions from the Previous Panel:** |
| N/A |

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|  **Rep Feedback: MUSIC** |
| 1. Abigail Valentine noted that few MUSIC modules meet the requirement of 40 students, which causes students to have few module options. Abigail Valentine said that the solution to restructure the course makes it difficult to advertise the course to new students and leaves current students with uncertainty.
2. Abigail Valentine also highlighted the issue of joint honours students having to re-sit their music course if they decide to drop their other subject, particularly amongst joint honors students in MUSIC and MATHS. Abigail Valentine claimed that information regarding this was not communicated well to students.
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|  **Action/Key Decision: Who: Robert Gossage When: N/A** |
| Robert Gossage said that communication issues will be brought up with the school and the communication and marketing team to better support students.  |
|  **Rep Feedback: MLANG** |
| 1. Anna Kiddier mentioned that, when studying abroad, students of other schools are taught in English whereas Languages courses are taught in the target language. This is disadvantaging for Languages students as their studies done abroad are significantly harder than students of other schools, affecting marks.
2. Anna Kiddier also mentioned that students from disadvantaged backgrounds struggle with the year abroad due to not having the same access to physical health / mental health / financial support. Anna Kiddier said that an opt-out option for the year abroad for MLANG students would remedy this.
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|  **Action/Key Decision: Who: Robert Gossage When: 2025/6 academic year** |
| 1. Robert Gossage claimed the university is looking to make the year abroad 0 weighted in 2025/6 and beyond to eliminate Language students’ disadvantage.
2. Robert Gossage said that an opt-out of year abroad option for MLANG students cannot be done. However, he highlighted that there should be greater support for those students who struggle during the year abroad.
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|  **Rep Feedback: SHARE** |
| 1. Jivisha Aggarwal raised the issue of the restructuring of the Religion course over the summer break – it was restructured so that students had very few options for optional modules. Jivisha Aggarwal highlighted that this was not communicated to students until very late in the year.
2. Nicholas Quinn noted that some students felt that the interdisciplinary dissertation for joint honors (within the school) was imposed on them.
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|  **Action/Key Decision: Who: Robert Gossage When: N/A** |
| 1. Robert Gossage noted that in the future, ‘plan Bs’ for course structure need to be put in place. These ‘plan Bs’ will cover who will run a given module if the planned module leader becomes unavailable.
2. Robert Gossage recommended Nicholas Quinn contacting the school regarding the concern for it to be actioned.
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|  **Rep Feedback:** |
|  N/A |
|  **Action/Key Decision: Who: When:** |
| **N/A** |
| **Staff Updates:**  |
| **Department/Service name: Library*** Nicola Jones reminded attendees that the ASSL and the Health Library will stay open 24-hours over the Winter Holidays.
* Attendees are reminded to get in touch via an online feedback form to communicate suggestions for improvement regarding the libraries.
* Nicola Jones also mentioned that there is a new AI tool which has been subscribed to for students to use university wide.
* It is reminded that food bank collections are taking place in 24-hour libraries until the 20th of December.

**Department/Service name: IT**Paul Jones shared a link delivering information on how to protect yourself against scams. * Paul Jones informed attendees that they will increasingly be needing to input sign-in codes when signing into accounts as the IT team is introducing this in more services.
* The temporary unavailability of Sims and Learning Central is informed to students.

**Department/Service name: Student’s Union*** Karen Jenkins informed attendees of the temporary closure of the Students’ Union over the Winter Holidays, and signposted wellbeing support content available online.
* Zoe Hayne gave updates on the number of responses received over Speak Week and said that these will be categorised and sent to the schools for feedback to be acted on.

**Department/Service name: Sabbatical Officers*** Ana Nagiel Escobar mentioned that the VP Sports and VP Societies and Volunteering has launched a winter wellbeing campaign which will be running throughout the month and into January.
* Ana Nagiel Escobar also mentioned that winter events for students staying in Cardiff over the holidays are being developed.
* Ana Nagiel Escobar reminded international students to transfer their Visas onto an online platform before they travel abroad for the holidays to avoid issues with re-entering the UK.
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|  **Any Other Business:**  |
| **N/A** |