Minutes of School of IR Sub-Honours SSCC Meeting Semester 1

Wednesday, 9th of October, 2013

12:00-12:45, Seminar Room 9, New Arts Building

SSCC SUB-HONOURS MEETING

Attendance:

Present:

• Dr Jeremey McMullin - Director of Teaching
• Dr William Vlcek - First Year Module Coordinator
• Dr Caron Gentry - Second Year Module Coordinator
• Mr Colin Bovaird - Academic Liaison Library Officer
• Mr Omar Ali - First Year Class Representative
• Mr Matt Schoonmaker - First Year Class Representative
• Miss Mira Boneva - Second Year Class Representative
• Mr Noah Ohringer - School of IR President

Apologies:

• Miss Boudicca Hellberg - Second Year Class Representative
Items:

1. President speech/ loaded question.
   - Mr Ohringer began with asking the question ‘What books on your shelf are begging to be read?’

2. Introduction of new sub-honour Representatives
   - Mr Matt Schoonmaker – First Year Class Representative;
   - Mr Omar Ali – First Class Representative;
   - Ms Mira Boneva – Second Year Class Representative, taking the minutes;

3. Library issues
   - Mr Bovaird suggested organizing library sessions for sub-honour students on the Library resources - SAULCAT, the database, journals;
   - Mr Ohringer suggested such a session to be organized on a Wednesday afternoon and eventually on a Friday in case of high interest;
   - Ms Boneva took responsibility to assist with popularizing such sessions once they are scheduled;
   - Dr McMullin highlighted the teaching and learning process rather than on the costs for the University when spreading the idea of the sessions;
   - Mr Bovaird to email Mr Ohringer information on the costs of the IR-related Library subscriptions to online resources;
   - The SSCC members agreed that more awareness and appreciation of the Library needs to be raised among the students;
4. Dr Gentry, the Second Year Class Test and technical issues in the Buchanan Lecture Theatre:

- Dr Gentry said she would send out an email to the Second Year students with more details on the Class Test in the coming two weeks;
- Dr Gentry also expressed the possibility of sample questions sent out to students, however, more feedback of what the students want to know about the test is needed;
- Mr Schoonmaker and Miss Boneva raised the question of the technical issues that had occurred recently in the Buchanan Lecture Theatre;
- Dr McMullin advised that in case of such issues, the Class Reps need to report it to the appropriate Undergraduate secretary in the School;

5. Dr Vlcek and First Year Class issues:

- Dr Vlcek declared that there were no imminent issues;
- Mr Schoonmaker said there were no complaints and that everyone was satisfied with the online availability of recourses;

6. Sub-Honours Representatives

7. Other Business

- Dr McMullin asked the new representatives if they knew what the resources for communication between the students and the different levels of the Department were;
- The Representatives at the time were about to undertake training in the coming days;
- Dr McMullin clarified that in case of academic queries the representatives should direct students to their tutors;
- Mr Ali asked what the difference between a question for a lecturer and one for a tutor was;
- Dr McMullin answered that lecture- and material-related issues should be directed first to tutors and then to lecturers;
- Mr Ohringer advised that students should seek academic discussion with their tutors and the Department staff in their office hours, but making an appointment for a particular time before that;
- Ms Boneva emphasized the importance of the Module and the School Handbooks as guides to the Class Reps’ work;

12:46 meeting ends