Agenda

Meeting: <enter details here>

Date and time: <enter details here>

Location (in person, online or hybrid): <enter details here>

Teams link (if applicable): <enter details here>

Papers: <insert link to central location of all relevant papers>

Circulation (members):

Student Members

<enter details here>

Staff Members

<enter details here>

**Actions from the previous meeting**

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| --- | --- | --- | --- | --- | --- |
| **Theme** | **Minute Reference Number** | **Action***Please add here the person/team you have communicated with* | **Action Owned By** | **Due Date** | **Has this been communicated to students?** |
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**Introductory items**

# Student Chair’s introduction (for note).

## Staff Chair’s introduction (for note).

## Apologies (for note).

To note: apologies for absence.

## Minutes and actions from previous meeting (for approval).

To approve: Minutes of the previous meeting.

To review: Actions from the previous meeting.

To approve: SSLC Terms of Reference.

## Declarations of interest (for note).

To note: declared conflicts of interest arising from issues on the agenda.

1. **Update from Library and iSolutions.**

Please find links to reports here: [Library](https://sotonac.sharepoint.com/teams/UoSStudentVoice/Shared%20Documents/Forms/AllItems.aspx?ga=1&OR=Teams%2DHL&CT=1692883680069&clickparams=eyJBcHBOYW1lIjoiVGVhbXMtRGVza3RvcCIsIkFwcFZlcnNpb24iOiIyNy8yMzA3MDMwNzM0NiIsIkhhc0ZlZGVyYXRlZFVzZXIiOmZhbHNlfQ%3D%3D&id=%2Fteams%2FUoSStudentVoice%2FShared%20Documents%2FStudent%20Staff%20Liaison%20Committee%20Meetings%20%28SSLC%29%2FProfessional%20Services%20Reports%2FLibrary&viewid=e9e28d0a%2D5a70%2D4376%2D8dd2%2D34614c5614a1) / [iSolutions](https://sotonac.sharepoint.com/teams/UoSStudentVoice/Shared%20Documents/Forms/AllItems.aspx?ga=1&OR=Teams%2DHL&CT=1692883680069&clickparams=eyJBcHBOYW1lIjoiVGVhbXMtRGVza3RvcCIsIkFwcFZlcnNpb24iOiIyNy8yMzA3MDMwNzM0NiIsIkhhc0ZlZGVyYXRlZFVzZXIiOmZhbHNlfQ%3D%3D&id=%2Fteams%2FUoSStudentVoice%2FShared%20Documents%2FStudent%20Staff%20Liaison%20Committee%20Meetings%20%28SSLC%29%2FProfessional%20Services%20Reports%2FiSolutions&viewid=e9e28d0a%2D5a70%2D4376%2D8dd2%2D34614c5614a1)

## Items for discussion.

# Discussion Points (this section will constitute the majority of the meeting).

SSLCs should be free to discuss any topics relating to learning, teaching and the student experience. These may include, but are not limited to, issues such as:

* quality of programmes and modules overall.
* [external examiner reports](https://sotonac.sharepoint.com/teams/ExternalExaminerreportswithresponsesfortaughtprogrammes) (where applicable).
* [annual equality, diversity and inclusion report](https://www.southampton.ac.uk/diversity/measuring-edi/annual-report.page).
* [careers report](https://sotonac.sharepoint.com/teams/UoSStudentVoice/Shared%20Documents/Forms/AllItems.aspx?csf=1&web=1&e=6hdWkG&CID=a04c6ba0%2D3084%2D446d%2D8935%2Dfeef18807a31&FolderCTID=0x0120008807A676F80D2843A65A528B5C0BE487&id=%2Fteams%2FUoSStudentVoice%2FShared%20Documents%2FStudent%20Staff%20Liaison%20Committee%20Meetings%20%28SSLC%29%2FProfessional%20Services%20Reports%2FCareers) (where applicable).
* learning and teaching methods.
* assessment methods and feedback on assessed work.
* the provision of study skills support, general student support and / or supervision.
* learning resources, facilities, and study space.
* campaigns and issues raised by the Students’ Union.
* Feedback from all student representatives *(each Rep is given the opportunity to provide items of discussion, normally broken down into*

*Year 3, Year 2, Year 1 and Postgraduate Taught).*

1. Student Representatives Co-Option *(meeting 1 only).*
2. Feedback from all student representatives.
3. *Insert other items as applicable.*

## Any other business.

## Date of next meeting.