Notes re Student liaison meeting held on 7th April at 1.15pm in small newsroom

Present: LP, LG, BB + 1, KH.

Items:

1. Shadowing – Working well.
2. Mentoring - not all students appear to be aware of what this is about and appeared to believe that it involved mandatory meetings. Agreed that information concerning personal tutee system and mentoring should be moved to another part of the early Autumn term away from the first few days when so much information is being provided.

**T.Luckhurst. agrees with this.**

1. International students – A good discussion about the requirements of international students. Agreement that UG students seem to fare better than MAs at start of term as MAs have such a heavy schedule.

**Points to consider – 1. The allocation of member of staff to oversee Internationals and to act as a focus for inquiries etc. 2. An informal event at the start of the Autumn term to welcome them and help them to mingle more. [TL has suggested this should be earlier in Freshers’ week than formal dinner. LP suggests an afternoon tea type of event]. 3. Organise outing (s) so that can include everyone. [After talk with TL think this could be visit to Rochester with tea or light lunch somewhere overlooking castle]**

1. IT sessions for MAC use **– these are already provided LP checked with GC.**
2. Paul Francis notes unavailable online – **LP spoke to PF who will check and email students.**
3. Pitching – students don’t like random nature of pitching.

**This was specifically designed this way to encourage attendance at conference. NCTJ pass rate has increased since this introduced. This system will not change**

1. Parliament trip clashes with revision.

**LP spoke to Rob Bailey who confirmed the trip would have to be cancelled as opening of Parliament on same day as trip. RB to notify students**

1. Reading weeks. Students asked if there could be one set Reading week.

 **LP spoke to TL who confirmed that it is a Centre policy to have no set Reading week so that students will continue to attend conference on a daily basis.**

1. Notes on Moodle or CFJ site – could CFJ choose one? **This is being considered. LP will raise this again at Board of Studies in May.**