

PG PT Tutor Liaison Committee – Meeting Minutes

Date: Tuesday, 23rd February 2021, 2 – 3pm

Room: Microsoft Teams

Present

Lucy Grig – LG

Vicky Swann – VS

Manuel Fernandez-Gotz – MFG

Ewen Cameron – EC

David Ritchie – DR

Monique De Pace – MP

Kelli Conley – KC

Catriona Pickard -- CP

Anna McGauley -- AMG

Philip Harrison -- PH

Anna Gibbons -- AG

Emily Rose Hay – ERH

Ismael Casas –IC

Tim Penn -- TP

Claire Aubin -- CA

Eilein Fraser -- EF

Apologies

Stephen McDowall

Wendy Ugolini

Kerry Penman

Eilein Fraser

1. Welcome, Introductions and Apologies
CP welcomed the committee and each member introduced themselves.
2. Approve minutes from last meeting
Minutes from last meeting approved. Some minor changes taken on the activities as face to face tutorials not happening during Semester 2.
3. Feedback from Hybrid Teaching
<u>Archaeology</u> MdP: students were not engaging as much as in last semester, making it more difficult to know if they were interested or understood the material covered week by week. MF-G heard the same feedback from other staff doing tutorials.

TP echoed the same situation in Classics first year courses.
DR raised an issue about students having their cameras off as he did not know their reaction and encouraged them to put cameras on.
CP was aware there was no policy about this but tutors could encourage them to put their cameras on.
CA mentioned tutors have discussed at US History that it was quite difficult to encourage them to turn the camera on in big rooms however, on breakout rooms, students were more open to do it.
PH had an issue with students not wanting to use the microphone as well as camera, however, students used them in breakout rooms.
CA encouraged them, at the start of the session, to put reactions in the chat and to talk.
DR did a video tour of Old Edinburgh as the usual walking tour around the Royal Mile could not take place and students were happy with this idea.
BE suggested that the chat box could be problematic for autistic students as one of his students had problems following the discussion on the chat when something else came on the screen.

Classics

TP indicated that Mdp had covered everything and had nothing to add.
PM: nothing to add beyond Mdp feedback comments.

History

CA: more or less same feedback as other colleagues.
CA wanted to raise three issues/questions:
-Teaching allocation for next year: AG mentioned last year's delay was because of the impact of Covid-19, however the recruitment process would be open soon.
-Contact HR inbox: CA suggested that if possible the name of the person emailing should be included when HR emailed tutors instead of the generic HR–Team. AMG confirmed she would check this with the HR Team.
-WC Tutors: CA and other colleagues were wondering if the Writing Centre was going to be extended to the next year. AG confirmed that Writing Centre will be extended for next year.

4. AOB

LG wanted to ask to tutor reps about the office hour situation after some issues were raised in previous meetings.
Mdp did not get a lot of questions outside of the tutorial hours, however the amount of preparation time was higher than expected.
TP mentioned that students did not email him if they were not attending the class.
DR had some issues finding online resources at the library.

Date of next meeting: Wednesday 21st April 2021 10.15 – 11am