

## Student-Staff Liaison Committee Minutes Meeting #3, 2024

**Date** 12 September 2024

### Attendees:

#### Name

Prof Daniel Zizzo  
Joe Symons  
John Raiti  
Ian MacKenzie  
Jeffrey Kline  
Lachlan Armstrong  
Abbey Croughan  
Margaret Hayes

Ziqi Zhang  
Hannah Stevens  
Albert Kim  
Serena Huang  
Felipe Florit  
Dominique Leong  
Varen Arya

Item	Agenda Item
1.	<b>Apologies</b> Trish Le Francisco Garcia Nikolas Stamatiou Harsh Amit Mehta Lana Friesen
	Poorvi Malik William Duffy Sam Weir
2.	<b>Acknowledgement of Country &amp; Welcome</b> Yes.
3.	<b>Confirmation of Minutes from the Previous Meeting</b> Yes.
4.	<b>Business Arising from the Previous Meeting</b> <b>4.1 SSLC Collaboration</b> Lachlan provided an update of upcoming collabs for the SSLC. <ul style="list-style-type: none"> <li>SSLC x UQES Post-Grad Panel event is scheduled for Oct 2, 2024 and will consist of a structured panel event and Q&amp;A followed by open floor networking.</li> <li>Panel is set to include a combination of honours and PhD students.</li> </ul> <b>4.2 SSLC Student Engagement</b> Lachlan provided an update on ongoing efforts to boost engagement through Drop-In sessions held in the Colin Clark student base area. <ul style="list-style-type: none"> <li>Lachlan and Abbey currently organise these sessions every 2–3 weeks, offering students a dedicated space to share feedback and engage directly with the committee.</li> <li>Lachlan highlighted the importance of increasing the SSLC's physical visibility to students through initiatives such as this, and encouraging SSLC members to participate, thereby promoting engagement.</li> </ul> <b>4.3 PPE QETA Event</b> Domonique shared insights from a QETA-led day event held over the holidays. <ul style="list-style-type: none"> <li>Roughly 200 students attended, with a mix of QETA students and non-QETA students. Engagement and total attendee numbers were notably lower among the non-QETA schools.</li> <li>Dominique mentioned the potential benefits of continuing to target non-QETA schools, with the aim of improving outreach for students who may have less exposure or fewer opportunities compared to those at QETA-affiliated schools.</li> <li>Professor Zizzo emphasised that this was the first general economics school day organised, highlighting the event was designed to reach a broader and more diverse audience by engaging students from non-traditional backgrounds, including those from schools that do not offer economics.</li> </ul>

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- Professor Zizzo also noted that the lower engagement observed among non-QETA students suggests a need to review the materials used in these sessions. Feedback will be collected to improve future events.

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## 5. Business Arising from this Meeting

### 5.1 Standardisation of Online Assessment Deadlines

Felipe introduced the proposal for standardising online assessment submission times.

- Felipe expressed that many students have raised concerns about inconsistent deadlines across different subjects and assessment pieces. Highlighting that standardised deadlines would benefit the mental and physical health of students. Felipe proposed piloting this standardisation with the first-year cohort.
- Ian explained that current policy requires assessment deadlines to occur Monday to Friday, between 1–5 pm, with the aim of ensuring that there is support availability for both students and staff, as well as deadlines all provided in the ECP's. Ian highlighted that whilst empathy for students is important, time management is a critical skill needed in the workforce.
- Ian noted that provision of a time window for setting deadlines is necessary, as standardizing all to a single time (e.g., 1 pm) may not suit every course. Non-standard deadlines allow coordinators to set deadlines that accommodate course-specific needs, such as tutorial schedules.
- Joe acknowledged that students have voiced these concerns and that it's beneficial to have this discussion. He noted that previously, deadlines could be set at any time, which was recognized as unhelpful for both students and staff. Current submission windows allow for technical support, addressing potential online issues or submission problems.
- Jeff commented that it would be interesting to know of any instances of courses not abiding by this submission policy, noting that reminders for course coordinators could be useful.
- Felipe agreed that this approach makes sense, mentioning he would follow up if there were any specific courses that did not align with this protocol.

### 5.2 Practice Exam Questions

Felipe raised the concern that some courses do not have available past exams or practice questions available to students. Noting that students are feeling underprepared for exams, especially if the exam style has changed which has happened more frequently with the transition back to in-person examinations.

- Ian explained that policies require relevant past exams to be available online, noting that they are typically uploaded each year. Ian noted that if past or other relevant exams are not available, this should be communicated, as exams should generally be accessible through the library unless exemptions received.
  - Professor Zizzo asked if there were specific courses lacking accessible past exams, emphasising the importance of knowing such instances to be able to address them.
  - John mentioned that several Course Coordinators provide sample questions in Week 13 or assessment folders on blackboard. John reiterated that if specific courses are lacking samples, the committee can look into them, as most courses with exams already include some form of sample material or practice exam for students to make use of.
  - Felipe shared that in Business Economics, and whilst past exams were available, changes to the exam format and potential staffing changes meant the materials were not supportive. Felipe mentioned that sample questions help students manage uncertainty and anxiety about exams. Commenting he will report back to the SSLC with any other specific courses.
  - Jeff mentioned that tutorial questions should be provided with answers by the course staff which should be useful in preparing for the style of questions and type of content included in assessment.
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- Ian stated that best practice is to provide a sample exam. Suggesting that students who don't have a sample should contact the teaching team to see if one can be provided.

### 5.3 PPES3101 Course Content & Delivery

Lachlan raised concerns regarding the structure and delivery of PPES3101, noting the strong focus on economic theory for a PPE course, with course delivery issues further impacting student experience.

- Lachlan identified that two major assessments (comprising 90% of the course grade) were due within one week, noting when students requested assistance, the support provided was not timely given the deadlines provided.
- Ian informed that this course is scheduled for Semester 1, and discussions with the Course Coordinator will occur to address these concerns ahead of time.
- Professor Zizzo explained that the university conducts a course review twice a year, where all available pieces of evidence (such as grade distributions, SECATs, SSLC feedback, and emails) are assessed. Professor Zizzo noted that there are subsequent conversations with course coordinators based on the available evidence and these discussions subsequently inform the course review process.
- Hannah asked if previous iterations of the course are considered during the review process.
- Professor Zizzo confirmed that the review process includes time-series data, which tracks the instructor for each iteration. This data helps determine if observed issues are due to instructor changes or are systematic. Professor Zizzo highlighted that some courses have inherent structural challenges, and this review processes ensures we consider how the course was executed in prior years.
- Hannah pointed out that in addition to a change in instructor, the course itself was considerably different from past iterations. Hannah noted that while many students received high grades, there was a noticeable disconnect in the course's structure.
- Professor Zizzo assured that this information will be taken into account in the upcoming course review.

### 5.4 Any other business matters?

#### Open Day

- Lachlan reported that there were not enough students from the Economics or PPE faculty available at Open Day. Lachlan noted that as a result when seminars were running, there was no one at the stalls to assist prospective students.
- Lachlan mentioned that Sam raised the issue of being asked to help only two days before the event, which likely impacted attendance of student helpers.
- Dominique explained that Sam and herself had initially reached out to the faculty events team with a request for additional student ambassadors, but this request was declined. Then, two days prior to the event, they were informed of a need for more volunteers. Since Sam and Dom were presenting seminars, this shortage meant that no students were available at the booth during those times.
- Professor Zizzo requested that these email exchanges with the events team be forwarded to him and Joe for further review.

#### 2025 Chair & Secretary Recruitment

- Lachlan notified the committee that recruitment for 2025 SSLC Chair and Secretary roles had opened.

Closed at 3:18pm

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#### 6. Actionable Before the Next Meeting

N/A

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#### 7. Next Meeting

Wednesday 13<sup>th</sup> November

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