

STUDENT-STAFF LIAISON COMMITTEE

SSLC

GUIDELINES FOR STUDENT REPRESENTATIVES

Anyone volunteering to be a student representative must commit to meet the requirements stated below and the deadlines set by the department.

Student representatives are expected to: Attend one meeting of the SSLC during the semester. **The meeting is on Thursday 4th August, 1:15-2:15pm** Richard Berry building, Staff Tea Room (near the assignment boxes). Lunch is provided.

All correspondence on SSLC matters will be conducted via email. Remember to check your email *regularly*.

PLEASE WRITE DOWN YOUR EMAIL ADDRESS
CLEARLY ON THE FORM PROVIDED.

****The SSLC process will differ from previous semesters. The survey will move to an online format, similar to the Student Experience Survey (SES) conducted in Semester 1****

SSLC representatives are asked to help lecturers actively promote the survey in class to ensure an adequate student response.

SSLC Key Dates:

Week 2, August 4: SSLC Rep Meeting - Staff Tea Room, Richard Berry

Week 4, August 15-20: Survey conducted (online)

Week 5, August 26: Results collated and sent to Lecturers/Representatives

Week 6, August 29 - September 2: Lecturers discuss results with class

For further information visit <http://aghitza.org/SSLC> or contact the Convenor of the SSLC, Dr Alex Ghitza