

Hebrew and Jewish Studies Department
 Staff Student Consultative Committee Minutes
 Wednesday 4 February 2022, 1pm on Microsoft Teams

Agenda	Progress & Decisions	Action
1. Welcome	<p>Present: Michael Berkowitz (Chair) MB, Neill Lochery NL, Lily Kahn LK, Bernice Lok (first year representative) BL, Victoria Lisek (finalist representative) VL; Karthik Sundaram (student advisor) KS,</p> <p>Apologies: Sacha Stern (SS)</p> <p>Absent: Makenzie Glavin (MA representative), Theodosia Pipis (research student representative), Sadia Shahid (second year and lead representative) SSh,</p>	
2. Minutes of the last meeting and matters arising, MB	Minutes ratified.	
3. Third floor FC loos, LK/CMJ	<p>Raised in SSCC in 2018 when a student asked for the loos to be made gender neutral and it was all set to be implemented. Upon return to campus after Covid it was not implemented- LK and CMJ have been given the run around on changing the signs on the loo doors.</p> <p>There are other buildings on campus where individual toilets are not gendered so the policy has been unevenly implemented.</p>	CMJ & LK to consult with third floor of FC for a consensus-student reps to mediate.
4. AOB	<p>NL: Reps, please emphasise to your cohort to meet with personal tutors. There have been a lot of issues so far this year and the earlier problems (with health, wellbeing, etc.) the better we are able to support.</p> <p>SS: We did very well in New to UCL survey except in the area of personal tutors. BK comments that she knew who their tutor was, but it could be an issue with joint department students.</p> <p>SS ask about student communications and how to actually get in touch with students and if they read their emails.</p> <p>VS asks for clarification on why to talk to personal tutors and if it is a burden to be in touch. KS: We are here to educate, support, and look after students. Being in regular contact means we are best placed to help you succeed and if there is a regular relationship it is easier to ask for help when you need it. Students do not need to share any personal information they do not want to and tutors cannot resolve all problems but they are a first port of call for finding resolutions within UCL.</p> <p>If any student is unhappy with their personal tutor they are welcome to go to the head of department or to the administrators to make a change. It is no problem and there will be no offence.</p>	<p>Ask for confirmation of receipt with important communications and/or use the urgent flag.</p> <p>Please be in touch about student concerns and also how we can support.</p>

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