

FACULTY OF CLASSICS
STUDENT-STAFF JOINT COMMITTEE

**There was a meeting of the Committee at 1.10 p.m. on Monday
21st May 2012 in Room 1.04 of the Faculty of Classics.**

MINUTES

Present: Mr Michael Carroll, Dr Emily Gowers, Ms Catriona Harrington, Mrs Jane Fisher-Hunt, Mr Stephen Howe, Dr David Leith (Chair), Mr Seymour MacMahon, Ms Fran Middleton, Dr John Patterson, Ms Alex Rutterford, Mrs Carolyn Bartley (Secretary)

1. Apologies: Mr Steve Kimberley

2. Membership

Dr Leith began the meeting by **welcoming** Mr Seymour MacMahon, newly-elected President of The Herodoteans, to his first meeting of the SSJC.

3. Minutes

The Minutes of the meeting of 13th February 2012 were **approved**.

4. Matters arising

4. (i) Open Forum

The President of the Herodoteans **reported** that as the Open Forum held in March was so poorly attended it has been decided to hold this event during Michaelmas Term.

5. Careers Service presentation for undergraduates

Amanda Norman from the Careers Service gave an introductory presentation about the work of the CS with a focus on Classicists to 30 Part 1A and Part1B students on 15 March. At the request of the Chair of the Faculty this will be an annual event.

The Secretary **reported** that a selection of pamphlets for reference will be displayed in the Library.

It was **agreed** that separate events should be held for Part 1B at the end of Michaelmas Term, and for Part 1A at the end of Lent Term. This will enable the Careers Service to focus their presentations more on the needs of students at different stages of their academic career.

It was **suggested** that the Careers Service join the Part 1B/Part II introductory session held during Week 0 of Easter Term. The Secretary **agreed** to take this forward with the Chief Secretary and Academic Secretary for Undergraduate Affairs.

The Graduate Representative **requested** that the Careers Service be invited to present at a graduate focussed event such as that scheduled for 8 June. It was felt that this would be particularly helpful to second year PhD students.

5. Lecture List

The Academic Secretary for Undergraduate Affairs **reported** that the Lecture List was still in draft form as there are two new appointments to be made, there are possible changes to language teaching, and teaching assistants are to be confirmed.

It was **noted** that during Michaelmas Term under General Courses on Wednesday at 2:00, Liba Taub's *Ancient Mediterranean Science* may not take place. The Academic Secretary for Undergraduate Affairs **thanked** the Chair for bringing this to her attention.

6. Undergraduate Matters

(1) Improvements to the Common Room

The following ideas were suggested:

- (a) Extra lighting
- (b) More coffee tables
- (c) Move the noticeboard currently behind the vending machines to the other wall for use by The Herodoteans
- (d) A rug
- (e) Walls painted
- (f) More artwork

The Secretary **agreed** to discuss lighting, tables and moving the noticeboard with the Custodian.

The Administrative Officer **confirmed** that painting the walls goes against the architectural integrity of the building.

(2) Faculty supplying plastic cups or a water fountain

The Administrative Officer **agreed** that the Faculty will cover the cost of a number of reusable plastic cups, washing up liquid and cloths for students to use. It was **noted** that these were supplied in the past but the cups were not washed by students or replaced after use. As reported in previous minutes, the water in the Common Room is drinkable and cold so students should use their own water bottles.

The Administrative Officer **confirmed** that the coffee and snack vending machines are soon to be replaced with newer models.

7. Graduate Matters

(1) Water fountain

The Administrative Officer **confirmed** this will not be supplied by the Faculty as the water in the tap is drinkable and there is a fridge for students to use for their own bottled drinks.

(2) Recycling bins

The Administrative Officer **confirmed** that she will meet with the Custodian and Faculty Energy Champion regarding the provision of recycling bins throughout the building.

Placement Officer

The Academic Officer for Graduate Affairs **reported** that the Graduate Studies Committee felt that the supervisory system is best to discuss career options with individual students rather than having a specific Placement Officer. However, the Graduate Studies Committee agreed to a one-off careers session and Professor Sedley and Dr Vout kindly agreed to lead this on 8 June 2012 in room G.21 at 5:15pm. The Graduate Student Representative also **confirmed** that Ms Ailsa Hunt and Mr Matthew Duncombe have agreed to talk informally at this event about their experiences of gaining employment post-PhD.

The Academic Officer for Graduate Officer **reported** that the Graduate Studies Committee would welcome ideas for topics for future one off self-help sessions. The Graduate Student Representative **agreed** to take this forward.

8. AOB

(1) Student printing

The Computer Officer reported via email that after some delays due to technical issues, initial tests of student printing and individual server accounts should start in the next few weeks with a small test group of PhD students. The plan is to implement these systems for all students starting at the beginning of Michaelmas Term 2012.

(2) Reservation system for Graduate space in the Library

The Assistant Librarian reported that an anonymous request had been put in the Suggestion Box in the Library requesting the implementation of a reservation system for graduates to reserve table space in the Library. It was **agreed** that this is not possible as the Classics Library is an open access library and there is not the number of tables and chairs to allow this practice. It was also **agreed** that if a seat is taken where papers and books had been left by the previous occupant, then the individual should be politely asked to move.

(3) Herodotean funding

The Administrative Officer **confirmed** that any requests for funding be sent to the Secretary of the Finance Committee, currently Dr James Clackson.

Date of Next Meeting

Monday 29 October 2012, 1.10pm, Room 1.04