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 will be held in Week 2 on FRIDAY 3rd AUGUST 12:15 – 1:15pm, Staff Tea Room (near the assignment boxes), Richard Berry building. Lunch is provided.

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

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

**The SSLC survey has moved online, similar to the Student Experience Survey (SES) **

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

SSLC Key Dates:

Week 2: SSLC Rep Meeting - Staff Tea Room, Richard Berry
Week 4: Survey conducted
Week 5: Results collated and sent to Lecturers/Representatives
Week 6: Lecturers discuss results with class

For further information visit [http://aghitza.org/SSLC](http://aghitza.org/SSLC) or contact the Convenor of the SSLC, Dr Alex Ghitza