**Film and Screen Media**

**Minutes of Staff Meeting held on Thursday, 14th April 2016**

**Windle Auditorium, UCC**

2.00pm

**Attendees:** Dr Gwenda Young (GY) Chair; Professor Laura Rascaroli (LR); Dr Armida de la Garza (AdlG); Dr Abigail Keating (AK); Mr Daniel O’ Connell (DOC)

Deborah Fitzgibbon(DF) **Minutes**

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| 1. Chair’s Business   GY opened the meeting with recent items to note and correspondence.   1. Correspondence 2. A new initiative, UCC Plus Easter Programme has been announced to take place on 19 April. It aims to offer a “taster” to under-represented school leavers. A document has been circulated by Loretta Brady. GY asked group to see this document. AK and DOC will attend. 3. Summer School (CACSSS) a new initiative encouraging students in areas of study. Will take place 7 – 10 June. DOC will organise an FSM taster session for it. 4. Spring Open Day takes place on 12th and 13th May. DF to ask Loretta for more information. 5. CAO Recruitment document. An Undergrad report for 2016. There will be no more print advertising. Instead the plan is to have online ads. GY advises group to consult the last assembly meeting minutes on the school intranet. 6. First Cut! Youghal Film Festival. DOC will attend on the Saturday to chair a panel discussion. There will be students’ screenings as that afternoon. GY an LR will try to attend for those screenings. 7. Minor Changes. A window of opportunity to re-visit the changes will open next week. GY asked group to attend to any outstanding ones. 8. Timeline for exams. DF will distribute the exams timetable and schedule for UCC exam board meetings as soon as possible. | **Action**  **AK and DOC**  **DF**  **DF** |
| 1. The minutes of the last meeting (18 February) were passed. No changes. |  |
| 1. Updates from Coordinators:   **Year One [AK]**  All feedback good and positive. Individual module feedback has been relayed to respective coordinator(s). She reminded students to check their UCC email accounts as that is the main contact point. The question of transport to Schull has come up. FSM has investigated a few possibilities – private bus hire is expensive – not much availed of it last year. Students are happy with the Labs and equipment. AK asked the question about the recording of lectures. The Disability Support Office uses it for their registered students. The group discussed it. The main concern was if it lead to nonattendance. At the moment is it at the lecturer’s discretion. GY concluded by saying that the discipline should find out what would be needed by way of fonts; contrast etc.  **Year Two [GY]**  The meeting with the students had just taken place and all is going very well for the year. All students very happy. Attendance could be better in some modules. She reminded students that they should not hesitate to go to their lecturers if anything was ever unclear and to keep in touch with Blackboard for updates. GY will convey individual module feedback to the respective lecturers. The students were delighted with the organised talks by people from the industry. GY will set up a notice on the discipline intranet rather than sending emails for such announcements. The Second Year students would like to revive the Film Society, which they would link with FSM and external bodies; advertising showcases etc. At this topic a concern was raised about the offer of practical classes competing with what we teach. DOC felt it was no threat and that students could indeed benefit from extra practice. | GY  GY |
| **Year Abroad [ AdlG]**  Two students have confirmed that they will go abroad 2016-2017. It was verified that Shanghai is not a possible destination as it is just a one-year diploma course and theory is not offered. Another university will be sought in 2017.  **Year Three [LR]**  AK and LR just had a meeting with the student representatives. All very positive. There were no issues with examinations. Lab access was of concern. Preparation for the Showcase will take place earlier next academic year. There was a discussion about postgraduate study. Some students have applied for School and College Scholarships/Funding.  DOC mentioned that students are not all aware of StreamToMe. Reference to it will be made in the discipline handbooks. LR spoke about the spread of workload over the two semesters for students – Semester 2 is too practice-based. DOC is aware and a minor change may be made to ease this. He will also introduce staggered deadlines in 2016-2017. He then spoke about the Final Year showcase taking place the next week, trailers and organisation of the events. He said the students had organised everything very well.  **SCHULL**: The students were concerned about transport. This is to be confirmed. Showcase: DOC felt that in 2017 perhaps the showcase could be composed of a selection of work from all years. GY advised that Carmel Winters has agreed to present this year’s showcase in Schull.  **Masterclasses:**  Invites have been issued with enthusiastic responses. DOC meeting B. Canty at First Cut Film Festival and will take about a masterclass to him, even perhaps for the new academic year.  DF will email Final Year FSM students to assess their interest in providing contact details for mailings on future FSM events. | DF  DOC  DF |
| **Teaching and Learning: [LR]**  New guidelines for submitting online content for FSM have been drawn up. They will be added into student handbooks etc. for 2016-2017. LR asked if there was any feedback on Marking Criteria. This is for further discussion and she asked staff to be mindful when marking. The Extern, Dr Mark Betz, will give his own feedback. There was a short discussion on Panopto. There are concerns about attendance in light of this. However, only DSS registered students can audio record lectures at the moment. |  |
| **Research Seminars: [AdlG]**  One has to be postponed to next September due to lack of quorum.  The new FSM MA will bring new numbers to attendance. The addition of a music module to the BAFX programme will broaden the guest speaker possibilities. The MA students will be encouraged to attend ca. 4 seminars and speakers should be sought to appeal to them as well. The budget for next year will have to be assessed. |  |
| **Artist in Residence (Screenwriter) [GY]**  The special reception evening event for Gerry went very well. An advertisement will be put in print media regarding the residency for next year. Dates for applications/interviews are not yet know. The Arts Council would like to revisit and amend the duties and role of the screenwriter residency. Undergrad teaching will be limited to one module only. The screenwriter will be more involved in the MA programme and the workshops – this will increase visibility for UCC too. |  |
| **Industry links [GY / DOC]**  GY is keen to strengthen the links with the Cork Film and Schull Film Festivals. GY has met James Mullighan of CFF and he is very enthusiastic about increasing links both at UG and PG levels. The possibility of having optional placements for the MA students with CFF is proposed. There is a concern about First Years being too involved at the CFF. There is to be a meeting over the summer to discuss this further. DOC said then that Final Year students will be too busy so participation would fall on Second Year students. The best role for First Year students would be as volunteers.  GY announced that there will be a new date this year for the CFF. It will take place later in November – the usual date is too close to the Jazz Weekend. |  |
| **MA [GY]**  The launch of the new MA in Film and Screen Media has taken place, for a maximum number of 16 EU students (plus 4 non-EU)**.** Staff are asked to encourage students with a 2:1 overall results in UG and places can be offeredpending final results. The fee is slightly higher than the standard as there is a practical element. The information sessions were well attended, and there already are a good number of applicants including non-EU students. There is to be an optional placement element as well. Staff will observe how it goes in Year 1. There was some concern from staff as to the added workload.  LR said that the modules could also be opened up as flexi-options. There was a short discussion about U-versity for an invitation to get involved was received by FSM.. If we were to opt in, there would be up to 2 U-versity registered students per select FSM modules. There would be several advantages, including that some of these students may stay on for PhD studies. Their study package includes Film, Theatre and Music. It was felt this might be very beneficial creatively for FSM students and increase visibility and funding for FSM. However, funding mechanisms need to be explored. |  |
| **AOB**  There is no news yet on the Windle move.  **Date of next meeting**  The next meeting will be the internal examination board on 24th May. |  |
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