

Minutes for the Staff Student Liaison Committee Meeting

12.00pm, 14 December 1999 in G22

Present: Steve Maddock (Chairman), George Wilson, Guy Brown, Steve Renals, Emma Burnley, Nyree Musgrave (MSc Information Systems Rep), Sandip Mehat (MSc Data Comms Rep), Edward Smith (1st year Computer Science Rep), Mark Tice (1st year Artificial Intelligence Rep), Robin Warren (3rd year Computer Systems Engineering Rep), Stephen Eaton (3rd year Software Engineering Rep), Phil McMinn (4th year MEng/MComp/Genesys Rep).

Apologies: Tony Simons, Ken Josling (3rd year Computer Science Rep)

Minutes: Linda Perna

1. Minutes of last meeting

The minutes of the last meeting were approved with comments made under matters arising from minutes.

2. Matters arising from minutes

2.4 Faculty of Engineering Staff-Student Committee

There were no further ideas from the committee on how to spend the Royal Academy Engineering prize of £200.

Opening Times of the Lewin Lab.

Three representatives still claim that there is a problem happening with the porters asking students to leave or pack up 20 minutes before closing time. Steve Maddock will ask Tony Chilton to speak to the porters yet again. It has also been noted that all students must sign in if working after 6.00pm as this is a Health and Safety issue.

ACTION: TJC

Missing Course Work

There is no strong opinion on electronic hand-ins. Electronic hand-ins work well for some courses but

have not been used for others.

2.9 COM321/6410 Computer & Data Networks (Srba Cvetkovic)

There have been many complaints about this module. Students feel the course is not well structured and doesn't appear to build from basic foundations but jumps around topics.

A point was raised that in one instance, an original hand out for an assignment was incomplete and then new information was given out during a tutorial just one day before the hand in. This was seen as an intolerable situation. Steve Maddock asked that Stephen Eaton forward any comments or complaints to him. Steve Maddock would look into using password protected websites to store comments.

ACTION: Stephen Eaton & SCM

It is also a concern that students are spending too much time on module assignments. Steve Maddock asked Stephen Eaton to send him a summary of a survey on the time required to complete the assignments for these modules. He also asked that Steve Renals provide him with a summary of hours worked per assignment from the hand in slips.

ACTION: Stephen Eaton & SJR

Tony Simons had made enquiries concerning the original networking course notes from Colin Smythe. Initially it was feared that Srba Cvetkovic would not be able to use the notes on this module. However, the course notes will now be available to students as the legal aspects concerning their use and distribution have been cleared up.

COM606 Introduction to Data & Computer Networks (Srba Cvetkovic)

Nyree Musgrave reported that the individual report was involving too much work and time. This module stood out as taking more than 20 hours work with some students spending up to 40 hours on it.

COM305 Advanced Object Oriented Design (Tony Simons)

COM305 was also singled out as a module in which assignments were taking a lot longer than 20 hours to do. However, it was mentioned that the assignment was well structured.

2.10 Undergraduate Dissertations

Interim Report feedback has been reported to be patchy depending on the supervisor. The issue that interim reports had to be fully completed ASAP is to be raised at the Departmental Board as it is important for the students to receive constructive feedback.

ACTION: SCM

Ed Smith brought up the issue of a drinks machine. As this issue has been brought up in previous years, Tony Chilton has already looked into it. Steve Maddock asked that Ed follow it up with Tony.

ACTION: Ed Smith

2.11 COM 305/405/6690 Advanced Object Oriented Design (Tony Simons)

Tony Simons addressed the concerns of the students regarding the Friday sessions by making more demonstrators available to COM305/405/6710 students in the practical classes.

3. Chairman's statement

The chairman did not have anything to report.

4. Report from Computer Science Society - Ed Smith

Ed reported that the Computer Science Society is coming along well. Representatives have been appointed to various positions and a web site is also being created.

5. COM321- Stephen Eaton

As mentioned previously, Steve Maddock asked that Stephen Eaton forward the results of numerous web and email discussions about this course from the students.

6. Module hand in deadlines

Some lecturers are using different late assignment penalties to those outlined in the Department's Student Handbook. COM127 & COM129, for instance, are penalising late hand ins at 5% per day. On the other hand, COM606, COM6410 and COM321 claim that if the work is not handed in on the date

due, it won't be marked at all. The committee feels that it is unacceptable to have individual hand-in rules that are more stringent than Department rules.

Nobody wants the rules to be more stringent than they currently are however the students felt that it was acceptable for hand-in rules to be more lenient than Department rules as long as these rules were clearly stated and understood on assignment handouts.

7. Any issues that need raising at the Faculty of Engineering SSLCOM.

The committee had no issues that needed raising at the Faculty of Engineering SSLCOM.

8. Other Business

The Student Website

Mark Tice informed the committee that he was willing to resurrect the web site. As Ed Smith is working on the Computer Science Society web site, it was suggested that the two could work together on a joint site. Ed was asked to collaborate with Mark.

ACTION: Ed Smith & Mark Tice

9. Date of next meeting

To be arranged at the start of next semester.