Minutes for the Staff Student Liaison Committee Meeting
2:00 pm

20 February 2002

Present: Steve Maddock, Amanda Sharkey, Tony Simons, George Wilson, Tony Chilton, Julian Briggs, Ed Smith (3rd Year Computer Science), Stuart McNulty (2nd Year Computer Science), Mark Tice (3rd Year AI), Sel-Vin Kuik (1st Year Computer Science), Graham Haynes (1st/2nd/3rd Year Duals), Vaiva Kalnikaite (1st Year Software Engineering), Ian Roberts (MSc Advanced Software Engineering/Advanced Computer Science), Michael Steele (MSc Software Systems Technology).

Apologies: Emma Burnley
             Guy Brown

Minutes: Monika Kus

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

- It was agreed that a suggestions box should be placed in the Lewin Lab and Tony Chilton would arrange it.
- Steve reported that the Academic Board had agreed to publish one selected past paper and solution per module. If the module is run by a new lecturer, then an exam paper without a solution should be published. The means of publishing needs to be discussed further as the option of having one paper copy per 30 students (as supplied by other departments within the faculty via the library) was felt unacceptable. Students would prefer the papers to be available on the web or a CD-Rom.

Action Steve

- Tony Simons reported on his off-line discussion with Simon Payne on the ART module exam. Information regarding the exam process is on the departmental web pages.
- Steve reported on the COM2100 issues. As part of this, he publicized a good practice note to academics regarding Siobhan's website with FAQs. Steve suggested that the use of web-based FAQs should be more widely used.
- Ian reported that the issues regarding VT003 module assignments had been resolved by the lecturer.
- We are still looking for a replacement for Simon Payne as 4th year Software Engineering rep.

Action Steve

3.   Chairman's statement

Steve congratulated Graham on his new appointment as Union rep.

4.   Representatives on Faculty of Engineering

We still require one postgraduate rep.

5.   Report from the Computer Science Society

Stuart reported that links were being formed with Deutsche Bank. He has also emailed students asking for suggestions on speakers for the Computer Society and is awaiting replies.

6.   Report from Union rep

Graham informed the committee of the student March regarding 'Grants, not fees'.

7.   Access to Dept web pages

Julian apologized for the delay in dealing with the matter. He explained the reasons for the delay and hoped that the project should be up and running at the end of this month. This will mean that departmental web pages will be available for external access via passwords.

8.   Workload at Level 3

Ed referred to a letter from Professor Niranjan which raised the issue of workload at level 3. The options are being discussed by TeachCom, some of them being: abolishing coursework, increasing the credit weighting for modules, increasing the value of 3rd year dissertation projects, reserving the second semester solely for project work.

The students felt that coursework should not be abolished. However, there were mixed reactions to the other options.

TeachCom is in the process of gathering statistics on level 3 assignment load.

9.   Coursework problems on COM321/6410

Ed expressed concern about Si Wu's lectures. His English and communication skills were discussed last year and students feel that this is still an issue. It is sometimes difficult to understand what he is explaining. Tony explained that Si had attended a staff development unit course on presentation and communication, and that hopefully improvements would continue

10.   Faculty of Engineering issues

The LT14 projector seems continually out of focus. Also it was felt that LT22 was poorly signposted (difficult to find) from the main Mappin Building.

11.   Any Other Business

Students reported problems downloading web pages, accessing emails etc on one day this week. It was advised that students should email sysadmin@dcs when they experience problems. Julian will investigate the matter.

The students expressed an opinion that sometimes they did not feel part of the department, eg they were not told of the recent change of the head of the department. Niranjan should be asked to announce his new role.

Action Steve

Stuart asked if it would be possible to have access to the marks for a cohort of students in order to be able to estimate how well one did within his/her own class/module. Steve explained that only the exam board will have access to this information but lecturers could give feedback to students on overall performance.

Ed informed the committee that he is campaigning for the Student Union presidency. Steve wished him luck.

12.   Date of next meeting

The next meeting will take place in G22 on Wednesday 1/05/02 at 1:30.