

Department of Computer Science**Staff Student Liaison Committee****held on Monday 12 November 2003 1.00 pm**

Present: John Allan (CSS), Tony Chilton, Guy Brown, Jahan Haroon (1st year AI), Antranik Kasparian (3rd SE), Dr Steve Maddock, Noel Sharkey, George Wilson, Joe Zakzouk (3rd year AI).

Apologies: Ben Clare
Alex Irving
Tony Simons

Minutes: Monika Kus

1. Minutes of the last meeting

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

2. Matters arising from minutes

The issue of student feedback questionnaires was discussed further. It transpired that students feel that they do not get to see the results of the questionnaires, nothing is ever done with the reviews which are not taken seriously. It was agreed that the Department needs to put a mechanism in place to ensure that students do fill in the questionnaires and the staff agree to make the results public. Instant feedback would certainly motivate the students to take part in the survey and the staff should be encouraged to volunteer to make their part of the questionnaire public. It appears that students do not believe their identity is kept secret whilst filling in questionnaires on the web and this could be solved by the SSLCOM checking the code. Genesys could be asked to write a new system but this would take time to implement.

This matter should be taken to Council or Head of Department but for now it was decided that Monika would ask Alison where the latest results are.

Action Monika

3. Chairman's statement

None

4. Faculty of Engineering issues

Students feel the library should have longer opening hours.

5. Microsoft Competition

It was agreed that Computer Science Society will put posters up.

Action John Allan

6. Linux Support

Antranik will take this matter to Julian or email sysadmin@dcs

7. Christmas party suggestions

Antranik is hoping to organise a Christmas party for staff and students and asked the staff members for suggestions. It was established that the party would need to take place nearby, around 5 or 6 pm and not

on Friday. Antranik should speak to Niranjana about it.

Action Antranik

8. Research students mailing list

Antranik was advised to use "allphds" alias if he needs to email PhD students.

9. DCS Website

Although students are finding the new web difficult to use, it was agreed, that it was not worth re-arranging the structure at the moment as the new University corporate web management system is due to be introduced shortly. If students experience problems with the web, they should email webmaster.

10. First year students mentoring schemes

John and Antranik feel that first year students would benefit from a pastoral care scheme involving second or third year mentors. The scheme should be advertised to new students by sending information during the summer before their arrival. Noel is in support of the scheme and will take it to Council

Action Noel

11. Lewin Lab suggestion box

It contained one suggestion asking for more signs to the University. Tony will send it to Estates.

12. Any other business

Some first year students found the intro week and registration a difficult time. They were unable to find their way around or use University computers. It was agreed that new students need access to the network and the University should provide restricted access machines. This matter should be taken to Faculty of Engineering and the Union of Students.

Action Joe/Antranik

13. Date of next meeting

To be arranged.