

Department of Computer Science**Staff Student Liaison Committee****held on Monday 20 October 2003 at 1.00 pm**

Present: Mr Julian Briggs, Dr Guy Brown, Mr Oliver Francis, Mr Jahan Huroon, Mr Alex Irving, Mr Antranik Kasparian, Dr Steve Maddock, Mrs Christine Parkes (minutes), Professor Noel Sharkey (Chair), Dr Tony Simons, Mr Joe Zakzouk.

1. Minutes of the previous meeting were not available and no agenda items were submitted.
2. NES asked if first year reps were enjoying the course so far and encouraged them all to talk to students about group problems which they could then feedback to the committee. Reps thought that Intro week and Freshers' week were useful. It was pointed out by a first year rep that there had been some confusion with St George's lecture theatres. Students thought they were all in the church but realised later that St George's was the name of the area and some of the lecture theatres were in the Mappin Building. It was suggested that we provide clearer directions for next year's Intro Week.

3. Computer Science Society Forum website

There is a Computer Science Society Forum website at <http://www.dcs.shef.ac.uk/css>. Just use the link to Forum. Anyone can access this and give feedback.

4. SSLCOM alias

- Not all reps received the email about this meeting so the alias needs updating. Julian Briggs will ask George Wilson to do this. Reps also asked for an up-to-date list of Student Reps.

ACTION JULIAN/GEORGE/MONIKA

A SST rep has not yet been proposed.

5. The Union Rep asked if it would be OK for him to go to lectures to promote union business. NES advised him to ask the relevant lecturers.
6. The first year rep complained that they were not timetabled enough to use computers. AJHS said it was the nature of the course and there would be more practical opportunities next semester. Two more programming languages would be introduced in the second year.
7. Last year second year reps were concerned about the balance of course work and exams. It was agreed that coursework was less stressful. NES asked for feedback from students in order to be able to get it right in the future.
8. Some students wanted more printed notes. They have to pay 5p per sheet to do their own. Extra credit for printing on campus, which students could do with their Ucard, has recently been discussed at Council. This will come into force at some point during this semester and the cost will be approximately 3p per sheet. Old style cards will gradually be phased out. It was pointed out that lecturers do not have to give notes; it is purely up to the individual.
9. Reps have not yet seen the summary of the feedback questionnaire statistics. NES to ask Alison Scott who should pass this information to the reps. NES to bring the matter up at the next Department Board.

ACTION NES/AXS

Not enough students have completed the on line questionnaire. This was discussed at the Department Board and a rewards-based system suggested. Reps were asked how we could increase the numbers and there were several suggestions including anonymous automated logging, withholding printing credit until questionnaires have been completed, a departmental email explaining what it entails and publishing the results as this would ultimately benefit the students. NES to request summaries from last year's data.

ACTION NES

Date of next meeting: Wednesday, 12 November 1.00 pm in Room G22.