

The University of Sheffield
Department of Computer Science

Staff Student Liaison Committee Meeting
Wednesday 14 December 2005, 3:00pm, G22

Minutes

Present:

Dr Mark Hepple (Chair)
Dr Steve Maddock
Ricky Barefield (Level 3, CS)

Thomas Bickley (Level 1, CS)
Anna Carter (Sec – Minutes)

1. Introduction and Apologies

The Chair welcomed those present

2. Matters arising from the last meeting

- a) Inaccessibility to the website is still a problem. **ACTION:** George is going to look into the possibility of extending the A-Z index page making more links and so on.

3. Email from Mike Holcombe

The Faculty wanted us to consult with students regarding the following:
Use of marking criteria – are these clear?
Are the assessment arrangements fair?
Is feedback prompt?
What does 'detailed comments on work' mean?
What sort of feedback is useful?

There were only two students at this meeting. **ACTION:** Ricky to email his year & SSLCOM reps so they can email their specific years to find out what the general feeling is.

4. Report from Computer Science Society

There will be a meeting in early January and there will be a Computer Science Society social in late January.

5. Union Matters

Manish was not present at the meeting.

6. Printing credits and incentive for completing student feedback questionnaires

The rate of students completing the student feedback questionnaire is low. Last time so little people filled it out the findings were useless. TeachCom spoke about printing credits being used as an incentive for completing the questionnaire. The idea was that printing credits will not be given to each student as they are now but will be given to each student after they complete the questionnaire. The feeling from the students was that this was unfair. **ACTION:** Thomas and Ricky to email all years regarding printing credits or a cash prize. Thomas and Ricky will also find a second year to email all second years.

7. Any other business

Thomas brought up the fact that he gets sent emails that are not relevant to him. After discussion it was felt that students should continue to check their emails thoroughly.

8. Date of next meeting

A date has not been decided yet.