

The University of Sheffield
Department Of Computer Science

**Staff Student Liaison Committee Meeting
Wednesday 19 October 2011**

G22 Regent Court
13:15

MINUTES

Present:

Staff		Undergraduate Year 2	
Chairman	Tony Simons [AJHS]	Computer Science	Carl Clegg [CC]
Secretary	Kathryn Roden[KMR]	Artificial Intelligence	Lianne Meah-Brabbins [LMB]
Dept Administrator	Zoe Fletcher [ZCF]	Software Engineering	Rob Spick [RS]
Year 1 Tutor	Amanda Sharkey [AJCS]	Computer Science with Maths	Wing Hang Vince Yeung [WHVY]
Year 2 Tutor	Mark Stevenson [RMS]	Undergraduate Year 3	
Year 3 and 4 Tutor	Mike Stannett [MPS]	Computer Science	David Elston [DE]
Director of Teaching	Siobhan North [SDN]		
MSc Director	Richard Clayton [RHC]	Software Engineering	Vaclav Hudec [VH]
Technical Support Manager	Dave Abbott [DJA]	Software Engineering	Tom Crayford [TC]
Senior Programmer	George Wilson [GAW]	Computer Science with Maths	TBC
Faculty Librarian	Lex Rigby [LR]	Enterprise Computing/ITMB	Sina Shamshiri [SS]
Students		MSc	
		SSIT	Joseph Kempka [JK]
Undergraduate Year 1		ACS	Choi Wa Yee [CWY]
Computer Science	Matthew Shaw [MS]	SLP	Blazej Wieliczko [BW]
Artificial Intelligence	Thomas Allen [TA]		
Software Engineering	Andreas Tsiapalis [AT]		
Computer Science with Maths	Simou Wang [SW]		
Enterprise Computing/ITMB	Oliver Grayson [OG]		

Apologies: John Derrick [head of department], Ian Morrissey [Level 4 student representative],

1. Welcome and apologies

Noted: AJHS welcomed the committee and acknowledged the apologies.

2. Matters arising from the last meeting

Noted: (item 3.1.1 on previous minutes) AJHS passed on student comments to the lecturer of COM1002 (Dr Moty Katzman).

Noted: (item 3.1.2 on previous minutes) AJHS passed on the positive student comments to the lecturers of COM1003 and COM1004.

Noted: (item 3.2.1 on previous minutes) ZCF asked if the exam for COM2003 could be pushed back. Unfortunately it was too late to change the exam timetable. ZCF explained that the exam timetable is done fresh every year and if staff or students spot any problems then they should let the exam secretary (currently Jennie Hepplestone) know as soon as possible.

Action carried forward from last meeting: (item 3.2.1 on previous minutes) AJHS to speak to the lectures of software hut and ask if delays can be taken into consideration when marking projects. Last year there were delays with the Android team in software hut.

Noted: DE stated that the delays were due to getting the Android platform. Students were better prepared for web-based projects, so felt disadvantaged by the Android projects.

Noted: (item 3.4.1 on previous minutes) DJA commented that Guy Brown is running a task group which is looking at how projects are managed.

Noted: (item 3.4.1 on previous minutes) DJA commented that there has been no further movement forwards with regards to setting up a student wiki on the web pages so students can share advice and ideas. DJA stated that if students want this to happen then it needs to be clearly defined. DJA commented that there are other forums provided for the students. TC responded that no one uses these as they are hidden away in MOLE.

Action: TC to send information on what is needed in the student wiki to DJA to get the ball rolling.

Noted: (item 3.4.2 on previous minutes) DJA confirmed that a notice has been put up in the Lewin Computer Room about how to top up university print accounts.

Noted: (item 3.4.4 on previous minutes) RHC commented that this action has been superseded by events. The structure of the SSIT course has changed.

Action: RHC to speak to current SSIT students to see which modules they may want to take in theory. RHC will then see if it would be practical to offer these choices for the next intake of SSIT students.

Noted: (item 4 on previous minutes) AJHS spoke to the course lecturer of Mainframe Computing to ask if it really is relevant to students on the Enterprise Computing programme. The course lecturer stated that Mainframe Computing is fundamental to business IT.

3. Teaching Related Matters

3.1. Level 1

3.1.1. Course delivery

Noted: COM1003; some students are getting distracted by other students asking questions and feel that some individuals ask questions where they already know the answer to score brownie points. SDN responded that students can either ask questions and there be disruptions or not ask questions at all. She explained that as the course gets harder fewer people will be asking questions they already know the answer to. SDN explained that the way this module has been run this year is different from last year. They used to run the Java course and the crossover project at the same time, this year they are running the Java course in three weeks instead of six. SDN explained that there were concerns about the assimilation time; however she commented that they are carefully monitoring marks and most students seem to be doing very well with an average of 70%.

Noted: COM1003, students would like the solutions to go up on the web after practical classes. SDN confirmed that answers go up two weeks after practical has taken place.

Noted: COM1003, Some students would like access to more advanced exercises. SDN explained that there is a group of students who don't have much programming experience and who feel they can't programme well, giving out extra work to some students may put this group off. DE suggested that students can just go online to find extra work and RHC added that there are plenty of books available too.

Noted: COM1005, Students would like lecture notes to be available in advance of lectures for printing and/or pre-reading. AJCS responded that she sometimes will alter the slides the morning of the lecture. She said she can put last year's lecture notes up with the understanding that they may differ from the slides in the lecture.

Noted: Some students would like to learn other programming languages. SDN confirmed that in year 2 students will learn Haskell and Prolog so will finish their degrees knowing three programming languages.

3.1.2. Resources

Noted: Students have reported problems with the air conditioning in Arts Tower LT09, lack of heating in LT17 and at the Hallamshire. Students also complained about the noise caused by building works in Arts Tower LT09 and Hicks LT02. ZCF said that Cliff Alcock (CICS) had been collating timetable requests to tell the builders to stop the noise during lectures.

Action: AJHS to send retrospective complaint from SSLCom, but to thank Cliff Alcock for his efforts.

Noted: OG commented that they have a MGT136 lecture in St George's Church (OG: not Henry Stevenson, as stated at the time – this was in error) and then have to get to the Medical School by 2pm. The MGT136 lecture often over runs.

Action: AJHS to speak to lecturer of MGT136 and ask her to finish on time.

3.2. Level 3

3.2.1. Course delivery

Noted: DE asked if the project allocation process could be clearly defined on the web pages. MPS commented that Guy Brown has set up a task group specifically looking at how the projects are managed. MPS asked students to email himself or Guy Brown if they have any ideas on how to change/improve the current project allocation system.

4. Election of DeptBoard and ILB student representatives

Noted: The **DeptBoard** representative is:

UG: Andreas Tsiapalis

Action: KMR to email PGT and PGR students to ask for representative volunteers

Noted: The **ILB** student representative is:

Carl Clegg

5. Election of Faculty Student Rep

Noted: The Faculty student representative is **Rob Spick**

6. Student Evaluation

Noted: The Spring 2010/11 Student Evaluation can be viewed here:

https://www.dcs.shef.ac.uk/dept/archive/2010_2011/sslcom/index.

Noted: ZCF stated that the recent evaluation was run by the faculty rather than by the department. ZCF asked if anyone had any comments on this. TC responded that it worked.

Noted: MPS asked what happens next to the evaluation results. ZCF confirmed that they are put on the web and that TeachCom make a note of all the key issues. ZCF explained that if the same issues arise each year then problems are raised with the appropriate lecturer.

7. Any other business

Noted: LR informed the committee that the library has bought access to the back catalogue of the Springer conference record series *Lecture Notes in Computer Science*. LR confirmed that emails have been sent round the department.

8. Date of next meeting

Noted: 14 December 2011. Moved forward later to 13 December, because of clash with Departmental Christmas Party.