1. WELCOME AND APOLOGIES
   MJ welcomed all and thanked BM for chairing the meeting last time.

   No apologies had been received.

2. BUSINESS ARISING FROM PREVIOUS MINUTES

   a) E6A Labs Issues from COMP115
      SM had worked closely with MC (Matt Cabanag). The problem with
      the program “Processing” has now been fixed since the beginning
      of semester. The solution is to get students to run the program
      from their H drive. (SM and MC have tried to get it to run properly
      from the C drive but so far it was unsuccessful). It will be good for
      now and Science IT will try to get it fixed properly for next
      Semester. The problem is with the program’s profile settings. It
      does not completely agree with our roaming profile system.
Action: MC to follow up and see if MC will be able to get it to run properly from the C: drive before the start of next Semester.

3. UNIT MATTERS

COMP125: Unit Convenor – Ros Ballantyne
No student representative is available due to the unit has been offered in the evening this Semester.

COMP115: Unit Convenor- Dominic Verity, Tony Sloane
No particular problems or issues raised by the Student Representatives.

Assignment:
- SM said that the 2\textsuperscript{nd} assignment was quite difficult last time. The 3\textsuperscript{rd} assignment was better (but not easier). The idea was quite new and well received by SM.
- TS mentioned that assignment results would be out shortly. Received over 320 submissions from students.
- MF said that students were generally happy with the assignments
- DS said assignments were up to students’ expectation and in general, assignments towards Week 9/10 tended to be more difficult. No one is complaining.

Overall Perception:
- DS commented that the course was well designed and it was good for someone who has never done any programming at all. DS was wondering if there would be any pre-knowledge test be carried out so as to identify the needs of the students (i.e. students might not need to do from the basic and even make the course harder). DS said most students do have some prior knowledge.
- When asked if students found the course boring if they had some prior knowledge already, DS said he himself did not find it boring at all. He was applying what he learned from the course to do his assignments and he found the course was well structured and worthwhile for him. The course has changed his thought processes.
- DS indicated that some young fellows do not know the structure programming languages.
- MF said she knew C++, but lack of rational thinking and this course has helped her a lot. She also commented that students generally are doing fine if they have not dropped out by now. Most likely, students will continue to do COMP125 next Semester.
- SM said that he himself was of networking background, NOT programming background. He found the course very useful and overall, the course was very well received by students.
Lectures:
- MF said the lectures were fun and she said it really depended on the person delivering the lecture.
- DS said it was beneficial to him to learn through looking rather than reading.
- In general, the content of the course and the lectures are working pretty well.

The Forum:
- SM commented that as requested on the forum, the IT history was beautifully presented and found it very interesting (i.e. to get to know the person and the techniques this person used).
- MJ queried if the IT history well received by other people especially young people.
- MF said she liked history and therefore she found it very interesting.
- The forum in general is working pretty well. Approximately, 20 people are very active in it. DS commented that some students might not know how to post in the forum. TS said it was actually a lot active than last year.

Any other issues
- SM said there were problems regarding the DNS incongruencies within Macquarie University (e.g. www.handbook.mq.edu.au works but NOT handbook.mq.edu.au, while www.moodle.comp.mq.edu.au does not work but moodle.comp.mq.edu.au works).
- RM said he could fix the Department ones, but NOT the university ones at the moment due to political issues.

ISYS104: Unit convenor - Jian Yang

Overall Perception:
- DS submitted a long written feedback from a student. The student said he was frustrated and disappointed with the unit and would even consider moving away from doing Information Systems.
- MJ asked DS to thank the person who took the time to give us feedback regarding ISYS104. The Committee appreciated very much and would certainly review the unit based on the feedback provided.
- MF also commented that she found the unit very boring (i.e. doing the Excel Spreadsheet was very boring as it was too elementary) Getting to do the relation in Excel was slightly more interesting and doing the database was okay as it was new to her and to some students.
- SM said he did ISYS104 but quitted as it was too simple for him. MJ commented that the unit was not designed for people with prior knowledge as him but was targeted at other students.
- It was gathered that the unit might have set at a wrong level and was not at all suitable for students who enrolled in the unit. MJ invited
students to give feedback to us and it would be great if they could attend the Liaison Meetings and give feedback to us.

- SM asked if there were 3 meetings per Semester. BM confirmed that there would be 3 meetings per Semester and we would continue to do this same pattern next year.

**ISYS100: Unit convenor** – Matthew Mansour

**Assignment:**

- DS commented that the % weightings for assignments 1 and 2 (7% each) did not seem to have given the actual worth of the time and efforts which students spent in getting the assignment done.
- MJ said the assignment was set to a high standard in order to achieve the targeted results (i.e. students learned through doing the assignments).

4. **GENERAL ISSUES**

a) **Wireless**

- DS commented that he still had connecting problems on MacquarieOneNet and so he had to use Macquarie University Wireless which would be scheduled to disappear. He is using Window 7 in his laptop. He said he had got drop out easily.
- BM said that 200-Level and 300-Level students had raised the same issue. RM is currently working on this issue.

*Action: BM will follow up on this issue with RM.*

The meeting closed at 1:40pm.