DEPARTMENT OF COMPUTING ~ MACQUARIE UNIVERSITY
Minutes of the 100-Level Liaison Committee Meeting
17 May 2012 - 1pm

Present:

<table>
<thead>
<tr>
<th>Student Representatives</th>
<th>Units</th>
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<tbody>
<tr>
<td>Moseley Maroli</td>
<td>ISYS100</td>
</tr>
<tr>
<td>Shen Guo</td>
<td>ISYS100, ISYS104</td>
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<tr>
<td>Eric Cheng</td>
<td>ISYS100</td>
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<tr>
<td>Rebekah Mae Coote</td>
<td>ISYS104, COMP115</td>
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<tr>
<td>Sarah Marie Heimlich</td>
<td>COMP115, COMP188</td>
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<td>Christopher Jones</td>
<td>COMP115</td>
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<th>Staff Representatives</th>
<th>Units</th>
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<tr>
<td>Dominic Verity</td>
<td>Acting Head of Department</td>
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<tr>
<td>Christophe Doche</td>
<td>Director of Teaching</td>
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<td>Mark Dras</td>
<td>Chair</td>
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<tr>
<td>Matthew Mansour</td>
<td>ISYS100, ISYS104</td>
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<td>Jian Yang</td>
<td>ISYS104</td>
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<td>Yan Wang</td>
<td>COMP115</td>
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<td>Gaurav Gupta</td>
<td>COMP115</td>
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<tr>
<td>Richard Miller</td>
<td>Science IT</td>
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<tr>
<td>Melina Chan</td>
<td>Executive Officer</td>
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<td>Sylvian Chow</td>
<td>Minutes</td>
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Apologies:

Mike Johnson (COMP188)
Darius Taslim (Science IT)
Meeting started at 1:04pm

MD welcomed all who attended the meeting!

GENERAL MATTERS

- WiFi – The problems mentioned in the last meeting may have been resolved as no complaints received.

UNIT MATTERS

COMP115: Unit Convenor – Yan Wang
Co-Unit Convenor – Gaurav Gupta

Lectures:

- YW is teaching now.
- Students said content wise, it would be in the right pace. However, for those who did programming before, would have known the content already. Students found that first half teaching pace was a lot faster (as materials covered were totally new to them). Now, in the second half, it has slowed down a bit (as it is now building upon what students have learned so far).
- Some weak students might not have followed the pace. (An example is that a student did not understand how to use “random” which actually covered in previous week’s practical class)
- For notes – everything covered in the notes.
- Students commented that examples given in class were very useful and did help a lot.

Practicals:

- Tutors are all good.

Assignment:

- Assignments – students said the third assignment was more restricted while the second one was structured to encourage more creativity. YW confirmed that the second one was targeted at some top students, while the third one was intentionally more elaborate and tried to cover all the topics. It was commented that while the 3rd assignment was once released, a lot of students were surprised, but YW said all topics were to be covered in a couple of weeks.
- JY asked if students would try to self-study for topics that yet to be covered. Students said they would try to find all references, read the textbooks, and go through everything they had.
- Students needed to adapt to the different convention styles since there was a switch of lecturer in second half. The department would consider in future offering, the consistency in the transition from one lecturer to another.
Students said assignment 2 was fairly straight forward once you had worked it out and appreciated having the creativity to do something.

i-Lectures:

- No more problem with i-Lectures (no more muting error).

Plagiarism Cases:

- There are 74 cases. There are two areas; one area is quite narrow. GG said about 80% was flagged for plagiarism and all were contacted and came forward for an explanation. After thorough investigation, three students are not given penalty.

ISYS100: Unit Convenor – Matthew Mansour

Lectures:

- Students said lectures were all very exciting and kept students awake for the whole 2 hours.
- Curriculum is well planned and applicable to daily life. Students said it provided different aspects of IT society.
- Students said MM’s teaching style was very engaging.

Tutorials/Practicals:

- All good! Level of work is about right, too.

Textbook:

- Students said they had not yet looked at the textbook, but believed that the textbook would definitely be very useful for working on the Research paper.

Other Matters:

- Students said there were no other problems or issues.
- CD asked students if they would consider doing a new planet unit at 200 level - a continuing unit of ISYS100 and students’ feedback is very positive. CD also asked what areas they would be interested in and students said may be in areas of Security, Cyberstalking and Industry.

ISYS104: Unit Convenor – Jian Yang
Co-Unit Convenor – Matthew Mansour
Lectures:

- Lectures were good and informative.
- JY said recording was not functioning as sound could not be recorded in E7B T2. MM said sometimes it was cut in the middle of the Lecture as time was out. MD also said same problem happened in T3 as well.

Workshops - Practicals:

- Pretty good. No complaints!
- Short answer questions will be given to students next week.

Assignments:

- Pretty good!
- A student said there was a pivot table which she had not seen it before and hope she was not marked down by that. If she knew that earlier, she could have searched for more information through Google.
- JY asked if students read their textbooks and students said they read their textbooks from time to time.
- MM said that all tutors had been told and they should have explained to their students about the pivot table, and apologised if the tutor did not.

ANY OTHER BUSINESS

Labs:

- PCs not working! Students found that more and more PCs were not working – some PCs could not open Firefox and students also said that their PCs had frozen for no reason for quite a few occasions.
- There was one incident that in a practical class yesterday, a student had not saved his work yet and his PC crashed and he had to do it all over again. Student said that was PC3 in E6A112. Student also said that PCs sitting on the whole of back row on the right side had some problems.
- RM confirmed all PCs were reasonably new (got them only last year). RM will need to do some investigation to find out why.
- RM said that all networking problems reported last time had already been fixed.

Other matters:

- Regarding COMP125 class registration, the department has been closely monitoring the situation; appropriate action will be taken should there be any problems arise.

MD thanked everyone for their valuable input.

The meeting closed at 1:40 pm.