Present:

<table>
<thead>
<tr>
<th>Student Representatives</th>
<th>Units</th>
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<tr>
<td>Timothy David Boye</td>
<td>COMP115</td>
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<tr>
<td>Jackson Dale</td>
<td>ISYS100</td>
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<tr>
<td>Sai Abhishek Bhonsle</td>
<td>ISYS100, ISYS104</td>
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<td>Kelly McGuinness</td>
<td>ISYS100</td>
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<td>Jing-Ren Jimmy Chen</td>
<td>ISYS100, ISYS104, COMP115</td>
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<td>Sezen Er</td>
<td>ISYS100</td>
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<tr>
<td>Rebekah Mae Coote</td>
<td>ISYS104, COMP115</td>
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<td>Benjamin David McLennan</td>
<td>COMP115</td>
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<td>Sarah Marie Heimlich</td>
<td>COMP115, COMP188</td>
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<td>Christopher Jones</td>
<td>COMP115</td>
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<td>Vishal Dawani</td>
<td>ISYS104</td>
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<td>Yiru Rocky Huang</td>
<td>ISYS104</td>
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<th>Staff Representatives</th>
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<tr>
<td>Dominic Verity</td>
<td>Acting Head of Department</td>
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<td>Rolf Schwitter</td>
<td>Acting Director of Teaching</td>
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<td>Mark Dras</td>
<td>Chair</td>
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<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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<td>Richard Miller</td>
<td>Science IT</td>
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<td>Darius Taslim</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)
Meeting started at 1:00pm

MD was delighted for the great turn out for the student reps for this meeting and took the opportunity to thank all for coming!

UNIT MATTERS

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

Special Note: Students who attended this meeting, appeared on the whole to have a lot of background already, from study at school and from teaching themselves to program.

Lectures:

- Lecture materials are good.
- For those who did programming before, they would find the materials/topics covered so far are a bit too easy for them. Some of them have already been doing something more advanced.
- Sarah is currently doing COMP188 and she has a big project to do. COMP115 is helpful and some work can be linked to COMP188.
- GG has created separate forum for students with different background.

Tutorials:

- Tutors might have different styles and it was commented that there were a gap there between a good tutor and a not so good tutor.
- It was commented that the tasks given so far were quite simple.
- GG explained that simple stuffs were there to build the foundation so that students would be ready for more complex learning materials.
- Some students do find it too easy at the moment, however they do admit that the course structure might indeed serve the purpose for at least half of the class.
- It was also confirmed that course notes and resources were there for all students.
- GG commented that a youtube link was provided for students, but some students did not take time to look at the materials posted.
- Kelly commented that while she was using the i-Lectures, there was a muting error, saying that it was due to copyright. GG confirmed it was actually an error linked to the Lectern and this error had already been sorted out.

Assignment:

- It was commented that it was too basic and elementary.
- GG explained that students were given simple one first and they would certainly get a more challenging one a bit later on.
- In section 3: there are additional tasks there for students aiming at
achieving a more advanced level. Should there be any questions, please talk to GG first and find out whether it is still worth going further into it.

COMP188: Unit Convenor – Michael Johnson

Overall:

- COMP188 is less structured due to the nature of its unit. It was going well so far. The student is working with Steve Cassidy in the project.

ISYS100: Unit Convenor – Matthew Mansour

Lectures:

- Lectures were really good and attendance rate was extremely high!
- Materials covered were good and with lots of good examples, always interesting.
- Students are from different backgrounds: we have student reps from BCom (BIS), BEducation (Primary), BIT.
- Echo (audio recording) was fine so far. Kelly asked if Mon night lecture will be the same. MM confirmed that it was and she could listen to the one that she did not go to.

Practicals:

- Student reps said it was easy. All good!
- It was also commented that there were too many students in one class and the tutor was running around and trying to help everyone.
- Students said it was generally packed! On the positive side, it was good to have such a good attendance rate.
- Currently there are 21 classes and it is expecting more and more students will use the labs when assignments are due.
- MM confirmed that students were welcome to stay behind to do their work if there are extra computers in the next class.
- Students said materials were enough and it was good so far!
- Kelly said she enjoyed practicals more than tutorials as her tutor (Mahbub) did step-by-step explanation and guide students through the materials covered.

Tutorials:

- Tutorials are good. Student said tutor (Pierre) was good.
- All tutors (Pierre, Mahbub, Frances, Yifan) have been covering the same materials so far, and it was confirmed that they were indeed on the same page.
i-Learn (previously using Moodle):

- Tutorial materials and the Forum etc. are pretty good.
- Students said that there were nothing wrong.

Textbook:

- Students think textbook is not necessary.
- MM commented that the textbook was created for the unit! He stressed that materials were putting there in the textbook mainly for background information for students. It certainly would become useful for students when they come to do their Research papers.
- Materials there are good for revision. Some students do not read the forum and do not go to the Lectures, these materials will become quite relevant for them. MM commented that students could even sell the textbook to others who would do the unit in next Semester.

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

Lectures:

- MM is doing the Lectures at the moment. Jian will do the second half.
- Students said it was easy. MM said the unit used to be more technical and JY and himself redesigned the unit and made it more easier for students and the unit is comparable to a similar unit being offered in UTS and Sydney Uni. Students will be given the basic training and get to know what information system is and the ultimate aim is to get them ready to move on to ISYS254 later in the years.
- For those who found it easy could take this as an opportunity for them to have a revision.
- Student said the microphone that MM used was quite distant. MM said he was using the wireless one as well since he was moving around during his Lecture. MM said the mic volume was different and considered this as teething problem. He would try to adjust the volume to the right level.

Workshops - Practicals:

- Student reps are taking BIS major (some from Accounting and eBus).
- A student did ISYS123 (from SIBT) before, complained that he did not have enough time to do his work in Practical class. He would like to give feedback that there should be more time for practicals.
- MM mentioned that there would be some short answer questions in Week 10 and Week 11. It would give students some hints to think about what would be in the exams. Students are given hands-on assignments.
- MM confirmed that ISYS100 did have similarity with ISYS123.
• Students commented that it was quite different from high school as they were exposed to more tables and charts.
• MM commented that students would do ISYS114 next semester and they would get to do more with systems analysis, systems design and data management. While students move on to do ISYS224, they will be involved more with database systems.

Assignments:

• Students have just finished their assignments and commented that the assignment was pretty much like IPT.
• MM said everyone could do the database entries. It was targeted at some students who might not have done anything before and it was a basic entry level for all.

ANY OTHER BUSINESS

Labs:

• On Tuesday, there were no WiFi – it was crashed since Week 2, and it was getting worse basically. Informatics is aware of this. Remedial services have been carried out and RM confirmed it would get substantially better soon.
• Labs were down on Friday morning due to networking problems and ScienceIT had to reboot the servers. Some said Thursday evening was still okay.
• Students said some PCs in labs 110 and 112 were not working (with graphic problems). Darius took down the details of the PCs with the identified problems and thanked students for these.
• Student mentioned about something in the lab which may have appeared to be quite weird to him but RM confirmed that they were the power points and they were okay.
• Students said the printers had a quota for students. Some students do find the quota may not be enough for them. RM said a big IT project was rolling out and students would need to pay a fixed price for printing, no matter where they would be and it would be for everyone!

Other matters:

• Students cannot sign in to COMP125 Lecture (it is for S2, 2012) as it is full. MC confirmed that there could be movement of students for S2 units and the Department would closely monitor the situation and advised students to listen to i-Lectures just in case.
• Sarah asked students to sign up to the Google Ambassador Program. COMP115 mentors should really consider.

MD thanked everyone for attending the meeting and for their valuable input. Our next meeting is scheduled on 17 May, Week 10.

The meeting closed at 1:50 pm.