DEPARTMENT OF COMPUTING ~ MACQUARIE UNIVERSITY
Minutes of the 100-Level Liaison Committee Meeting

18th October 2012 1pm

Present:

<table>
<thead>
<tr>
<th>Student Representatives</th>
<th>Units</th>
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<tbody>
<tr>
<td>Christian Pastorelli</td>
<td>ISYS104, ISYS114</td>
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<tr>
<td>Christopher Jones</td>
<td>ISYS114, COMP125, INFO111</td>
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<td>Samuel Ip</td>
<td>ISYS104, ISYS114</td>
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<tr>
<td>Bek Coote</td>
<td>ISYS114</td>
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<td>Arushi Kumar</td>
<td>ISYS100</td>
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<td>Shuxian Lin</td>
<td>ISYS100</td>
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<tr>
<td>Jayden Tilbrook</td>
<td>COMP125</td>
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<td>Sarah Heimlich</td>
<td>COMP125, COMP188</td>
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<td>Ronald Hancook</td>
<td>ISYS114, COMP125</td>
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<td>Ryan Thalari</td>
<td>ISYS100</td>
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<th>Staff Representatives</th>
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<tr>
<td>Abhaya Nayak (AN)</td>
<td>Chair of the Committee</td>
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<td>Stephen Smith (SS)</td>
<td>ISYS114 (apology)</td>
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<td>Manolya Kavakli (MK)</td>
<td>ISYS114</td>
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<tr>
<td>Bernard Mans (BM)</td>
<td>Head of Department</td>
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<td>Mahbub Hassan (MBH)</td>
<td>Minutes</td>
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<td>Melina Chan (MC)</td>
<td>Executive Officer</td>
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<td>Michael Hitchens (MH)</td>
<td>INFO111 (apology)</td>
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<td>Christophe Doche (CD)</td>
<td>Director of Teaching, COMP125</td>
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<td>Matthew Mansour (MM)</td>
<td>ISYS100, ISYS114, ISYS104</td>
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<td>Diego Molla Aliod (DMA)</td>
<td>COMP125</td>
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<td>Kristi Ovsthus</td>
<td>ISYS104</td>
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<td>Richard Miller (RM)</td>
<td>ScienceIT</td>
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Meeting started at 01.00pm

AN welcomed everyone to the 3rd and final 100-level liaison meeting for Semester 2, 2012. The minutes from last meeting was confirmed.
The action items following the meeting on 13\textsuperscript{th} September 2012 were noted as below:

**Item 1 – ISYS100**  
**Action:** MM to post students’ assessment scores on iLearn.  
**Outcome:** All marks will be available in Week 12 as a PDF on iLearn (MM).

**Item 2 – COMP125**  
**Action:** DMA to improve the auto marking system and remove bugs or errors.  
**Outcome:** Students are still not quite satisfied with the auto marking system (DMA).

**Item 3 – ISYS114**  
**Action:** MK to provide clear requirements specification for assignments and clarifications to provide beforehand.  
**Outcome:** Resolved for Assignment 2 (MK).

**Item 4 – ISYS104**  
**Action:** MM has to discuss with Frances about delivery of lecture material and getting students more engaged.  
**Outcome:** Students are now satisfied with Frances’s lecture (MM).

**Item 5 – General**  
**Action:** RM to take action on the graphics cards of computers in the labs which black out all of a sudden; and on the Java update problem.  
**Outcome:** Blacking out issue is resolved, though Java update issue still exist (RM).

**Unit Matters - discussed in order of last meeting**

**ISYS100: Unit Convenor – Matthew Mansour**

Focus group on ISYS200  
AN asked the audience on focus group for the planned ISYS200 unit. MM informed that emails will be distributed during Session 3 to get live feedback on this matter.

Tutorials and practicals  
Students acknowledged that Practical examination and Research paper are well explained to them by MM.

Assessments  
Students are concerned about their overall low marks in Quiz 2. MM clarified that this is as expected, and Quiz 3 will be more conceptual.  
Students are happy with the unit overall and find everything to be engaging.
COMP125: Unit Convenor – Diego Molla Aliod

Tutorials and practicals
- Students find the tasks of tutorials and practicals very easy; most students can do them without difficulty.
- Students mentioned that the tutors remain busy doing presentations in the tutorials and therefore, though many students find the contents easy, some still struggle and seek clarification from the tutors.

Assessments
- AN asked if students were successful in debugging their programs in light of the auto-marking errors. They replied that the auto-marking system is still not clear to them and they are unable to debug their programs as the available data to be able to test or debug is limited. DMA explained that all details of this system cannot be disclosed as this is used to create their assessments and tests. Students requested to let them test once, not more. DMA suggested discussing this matter outside the meeting later.
- DMA notified that marks of assessments and solutions will be released soon.
- Students mentioned that attendance is about half in the lectures, though students find the lectures useful. Students also acknowledged that they liked to learn the examples provided by CD in lecture.

General
- Students asked if any advanced stream of COMP125 will be offered in future. CD advised that COMP225 may possibly be taken directly by advanced students. CD also noted that the unit has challenges of the week to get the advanced students more engaged, and students liked it.
- DMA asked the students if iLearn forum is useful to them, as there are just too many posts accumulated. Students replied that the forum is useful to them, though there are too many posts and most of them are not read.
- Students asked if a Wiki can be setup for sharing the useful information. DMA said that it can be experimented to see whether it works any better.
ISYS114: Unit Convenor – Manolya Kavakli

Students are happy with how the unit is going.

Tutorials and Practicals
- Tutorials and Practicals are also going well. This unit is strongly related to their programming knowledge and very useful.
- Practicals are good with equal emphasis on weekly submission and assignments; the weekly submissions are well structured.
- Students would like to see the solutions of the tasks to know their errors.
- They mentioned that the number of forum posts have decreased as MM restricted topics for posting.
- Students are happy that the weekly tasks are so useful since they help to learn and prepare for the assignments.
- Tutorials are going well and helping students know about how they are doing overall. They also allow enough time to discuss assignments with tutors. Tutors are very helpful.

Textbook
Students mentioned that the text book content is a bit confusing, but MM’s supplement notes are well explained and help them a lot in eliminating confusion. MM mentioned that he is still looking for a good text book, but a perfect one is not found yet.

ISYS104: Unit Convenor – Matthew Mansour

- Students acknowledged that this unit is going very well and they are happy with the teaching.
- BM mentioned that next year ISYS104 will be offered in Session 1 and Session 3, not in Session 2.
- Students asked if ISYS104 can be made prerequisite for ISYS114. CD and BM explained them that enrolled students in these units are from different faculties.

INFO111: Unit Convenor – Michael Hitchens

- Students acknowledged that this unit is going quite well and they are happy.
- They requested clearer explanations of the assignment requirements (essay) and mentioned that tutors do not cover/explain the detail requirements of the assignments. Their only source of information for assignments is the unit
outline. AN afterwards communicated this concern to MH who immediately responded. He would intimate Rowan (from Media who is currently lecturing -- this unit is split between Computing and Media, and the essay is set by Media). MH suspects by tutors the students probably meant prac supervisors (from Computing) who would not know much about the essay.

**General Matters**

- Students mentioned that computers in the labs are still giving same troubles.
- Some keyboards are damaged – some keys stick.
- MS Office activation often disturbs the users. So does Java update.
- Graphics cards are still not working properly on all machines.
- Some computers do not have SQL developer program.
- RM reassured that he will look through these and the issues will be addressed soon.

AN thanked everyone for attending and mentioned about the units which will be offered in Session 3 this year.