Department of Computing, Macquarie University

Minutes of the 100-level Liaison Committee Meeting

15 May 2013 – 1pm

Present:

<table>
<thead>
<tr>
<th>Student Representatives</th>
<th>Units</th>
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<tbody>
<tr>
<td>Megan Siew</td>
<td>ISYS100</td>
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<tr>
<td>Anthony Hixon</td>
<td>COMP115</td>
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<td>Bradley Graves</td>
<td>ISYS100</td>
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<table>
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<tr>
<th>Staff Representatives</th>
<th>Units</th>
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<tr>
<td>Bernard Mans</td>
<td>Head of Department</td>
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<tr>
<td>Rolf Schwitter</td>
<td>Director of Teaching</td>
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<tr>
<td>Mehmet Orgun</td>
<td>Chair</td>
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<td>Gaurav Gupta</td>
<td>COMP115</td>
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<tr>
<td>Josef Pieczyk</td>
<td>COMP125</td>
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<td>Yan Wang</td>
<td>COMP125</td>
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<td>Jian Yang</td>
<td>ISYS104</td>
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<td>Matthew Mansour</td>
<td>ISYS104, ISYS100</td>
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<td>Richard Miller</td>
<td>Science IT</td>
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<td>Melina Chan</td>
<td>Executive Officer</td>
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<td>Mitchell Buckley</td>
<td>Minutes</td>
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Apologies:

Mike Johnson, Tony Sloane
The meeting started at 1.05pm.

Mehmet welcomed everyone and encouraged student representatives to continue communicating with staff after this final meeting for semester 1, 2013.

**COMP115: Unit Convenor – Tony Sloane**

**Lectures:**
- Gaurav said there have been lots of questions in evening lectures which is great.

**Assignments:**
- Students report that part 3 of assignment 2 is quite tricky and there has been much discussion among students. Gaurav commented that parts 1 and 2 are worth 74 marks (a high credit) and part three takes you to 90 (HD). Part 3 assesses students on their ability to *design* the solution rather than just hack together something that works. Students who cannot complete part 3 are still able to submit for part 4 and are still able to reach a distinction.
- Student commented that assignment 3 looks quite large and think it might be too big a jump. Yan said that once they have introduced the relevant material through lectures it won't seem so large. And the tutorial questions are relevant so keep an eye on those. Gaurav also said that in terms of actually programming, this is not any bigger than assignment 2.

**Other matters:**
- Students reported that there is some trouble re-uploading submissions each week (through iLearn). Initial submissions are easy, but if they want to upload a new version of their work they have to go through a process of deleting the original etc. It becomes a bit complicated. The problems seem to vary across browsers.
- Yan reported that after some discussion, they are willing to provide some catch-up classes for some students to cover some basic material. Students commented that this will probably be very popular.

**COMP125: Unit Convenor – Josef Pieprzyk**

**Attendance:**
- No student representatives.
- Josef reported that attendance remains low: Wednesday afternoon had 10/78 students. Tutorial attendance is as low as 3 or 4 and the weekly task submission is 25/78 (each submission is worth 1% totalling to 10%). Assignment submission is 50/78. Bernard asked whether we know why attendance is so low. Josef commented that there is an approx. 60% repeat-rate for this subject and that could be a good reason.
- Bernard noted that very early in the unit there were 85 students. An analysis will need to be done. The Dept would like to know which programs the students came from.
- Josef sent an email out to students and attendance will hopefully pick up following that.
COMP188: Unit Convenor – Michael Johnson

- No representative students present.

ISYS100: Unit Convenor – Matthew Mansour

Assignments:

- A student said that the blog group assignment went well but that lots of students didn't do it properly even though the assignment was very clear. Matt acknowledged that many students have not been reading the specifications properly.
- Another student commented that his group worked well together even though he carried the team quite a lot. They did participate enough to deserve marks, but they were very reluctant. Matt reminded us that there is a process for dealing with lack-of-participation in group projects and that the student(s) should talk to their tutor if they think something needs to be done.

Lectures/Practicals:

- Students and Matt commented that the unit is running smoothly. No problems, business as usual.
- A student asked whether it was important for students to attend the practicals. Matt responded by saying that the tutors are very good and the practicals are valuable – but that he doesn’t want the students attending as a technicality. He encourages them to be there but it’s really up to them.
- Students commented that it’s a good unit and they feel like they’re learning a lot about this subject. Matt said there has also been good feedback from students from other years. He also told us some positive stories from previous years.

ISYS104: Unit Convenor – Jian Yang

General comments:

- No student representatives.
- Jian said that the unit is running smoothly. Some students have requested special consideration for missing a test. Some students have been granted special consideration and others have not followed up on the request when asked for more detailed explanations.

ANY OTHER BUSINESS

IT issues:

- iLearn: Mehmet has had some problems with buttons being inactive. Yan couldn’t upload videos for a few hours.
- Richard asked about Windows 8. Students reported that there have been no complaints about Windows 8: it’s not too hard to pick up.
- Richard asked about printing in the labs. Students commented that they don’t really use the printing for their work but it’s probably useful in other subjects. Most printing from students
is not course-related. Richard commented that print volume has decreased overall in recent years.

- Richard asked how many students are using their own laptops and whether labs would be better with fewer PCs and more room for laptops. Students said that would be fine/good so long as there is power and ethernet cables available.
- Richard asked why students use their own laptops instead of lab PCs. Students commented that it’s because they already have all the programs that they need and it’s just easier.

Mehmet thanked everyone for their participation and encouraged students to stay in touch with lecturers so that they can deal with any issues that arise later in the semester.

The meeting ended at 1.44pm.