Present:

<table>
<thead>
<tr>
<th>Student Representatives</th>
<th>Units</th>
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<tr>
<td>Shane Grimson-Smith</td>
<td>COMP226,229 ISYS227</td>
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<td>Hsuan-Po(Ollie) Wang</td>
<td>ISYS224</td>
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<tr>
<td>Josef Pieprzyk</td>
<td>Chair</td>
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<td>Manning Li</td>
<td>ISYS227</td>
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<td>Matt Cabanag</td>
<td>Science IT</td>
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<td>Melina Chan</td>
<td>Executive Officer</td>
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<td>Len Hamey</td>
<td>COMP226</td>
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<td>Michael Johnson</td>
<td>COMP226</td>
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<td>Annabelle McIver</td>
<td>COMP229</td>
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<td>Leszek Maciaszek</td>
<td>ISYS224</td>
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<td>Mehmet Orgun</td>
<td>COMP229</td>
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<td>Abhaya Nayak</td>
<td>ISYS224</td>
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<td>Debbie Richards</td>
<td>ISYS227</td>
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<td>Michelle Kang</td>
<td>Minutes</td>
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Apologies: none

Meeting started at 1:05pm

UNIT MATTERS

ISYS 224 Abhaya Nayak, Leszek Maciaszek

Lectures:
• Students said the lectures were ‘beautiful’.

Practicals & Tutorials:
• Attendance in tutorials is fine, as students have to sign in. Whereas less students are attending Practicals.
• Student said they lack of motivation coming to prac and they want more step-by-step instructions from prac teachers. LM said prac teacher could take control of the class; in that case helping individual students would be difficult. BM suggested to have regular meetings with prac supervisors.

Assignment:
• The first assignment was done and student found it OK.
Other Issues:

- In the recent test, many students expected to have database questions as this part was well covered at the lectures. Consequently, they had problems with questions for parts of material not well covered. LM wasn’t happy with the performance of the test and promised to go through the test questions and answers at the next lectures.

COMP 226 Michael Johnson, Len Hamey

Lectures:
- Lectures are going well.

Practicals & Tutorials:
- Tuesday prac has too many students so they can’t get enough help from prac supervisors.
- Students asked for more explanations about marking.
- Students were complaining that Pracs for week 7 was difficult. LH explained that the Pracs for week 6 was easy so the tasks for Pracs 7 were made harder.

Assignment:
- The first assignment is in and being marked. It will be given back after the break.

General Issues:
- The lecture room E7B163 needs air conditioning and the room has a comfort and safety issues. BM will consider a room change.
- MJ said Wiki and Moodle are well used by students and now there’s some technical issues to make it slow down at times. MC said he is aware of the problem. He reported the complain and will look into it.

ISYS 227 Debbie Richards, Manning Li

Lectures:
- The lectures were good.
- Students said slides were difficult to read and wanted the notes to be available from the unit web site.
- Students found it was hard to finish all 4 test questions. DR acknowledged that the test was a challenge. She also noted that 80% students finished all 4 questions.
- Students said that the recent quiz was hard. DR said quiz was an incentive for good students and was to encourage them to read the appropriate text from the textbooks.

Practicals & Tutorials:
- Students complained about noisy class as some students were playing games in the Lab. BM asked to report the cases to the Department so an appropriate action can be taken. MC said students are not permitted to play games and the computers at labs. He noted that some students bring the games on their USBs.
COMP229 Mehmet Orgun, Annabelle McIver
Lectures:
• Generally lectures going smoothly.
• Students asked MO to use microphone and wanted more interactions between the lecturer and students. MO promised to prepare some interactive sessions during lectures and asked students for suggestions and questions during the lectures.
• Student complained that some parts of the software during the lectures were blocked. MO explained that it was likely to be a permission issue on the internet and he promised to investigate the issue.

Practicals & Tutorials:
• Student said that Monday Pracs are very busy but there was no student coming to the Tuesday Pracs. AM said there’s quite a bit of movement between pracs. AM will send a reminder to submit 1st prac answers since she received few.

General Issues
• Students were confused about new units that would be introduced the next year. JP suggested that this would be discussed in the dept and a solution would be found. BM asked students who were affected by this change, to contact Department so an appropriate solution could be found.

Next Meeting week11 29th Oct E6A357

Meeting closed at 2:10pm
Actions from 17\textsuperscript{th} October liaison meeting.

- COMP229 : to use a microphone and to prepare some interactive sessions, a permission issue on the internet to be investigated.

Action: Mehmet has been using the microphone and giving the students a few additional exercises in the lectures to encourage more class participation. The Internet permission issue (for running Java applets) seems to have been resolved with Melina's help.

- All convenors - to have a regular meeting with prac supervisors.

Action: Abhaya has been in a meeting with ISYS224 tut and prac supervisors and seeking information from them on tut/prac issues. He has asked Shermin to be more proactive in the pracs.

- Bernard/Melina - COMP226 lecture room has a comfort and safety issue, a room change to be considered.

Action: COMP226 room has been changed to E7B263

- Anyone who received an enquiry - from students who were affected by unit changes to contact Department.

Action:

- Richard/Matt - Students playing games in the lab should be reported.

Action: