Present:

<table>
<thead>
<tr>
<th>Student Representatives</th>
<th>Units</th>
<th>Student ID</th>
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<tbody>
<tr>
<td>Peter Schimdt</td>
<td>COMP340</td>
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<td>COMP347</td>
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<td>Arun Neelakandan</td>
<td>COMP329</td>
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<table>
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<tr>
<th>Staff Representatives</th>
<th>Units</th>
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<tr>
<td>Ros Ballantyne</td>
<td>Chair</td>
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<td>Bernard Mans</td>
<td>HoD, COMP333</td>
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<tr>
<td>Christophe Doche</td>
<td>COMP333</td>
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<tr>
<td>Tony Sloane</td>
<td>COMP332</td>
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<tr>
<td>Peter Busch</td>
<td>ISYS301</td>
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<tr>
<td>Abhaya Nayak</td>
<td>COMP329</td>
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<tr>
<td>Mehmet Orgun</td>
<td>COMP329</td>
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<tr>
<td>Yan Wang</td>
<td>COMP344</td>
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<td>Rajan Shankaran</td>
<td>COMP347</td>
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<tr>
<td>Matthew Roberts</td>
<td>ISYS303</td>
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<td>Matt Cabanag</td>
<td>ScienceIT, Labs</td>
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<td>Melina Chan</td>
<td>Executive Officer</td>
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<td>Len Hamey</td>
<td>COMP347</td>
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<tr>
<td>Adam Shah</td>
<td>ScienceIT</td>
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<tr>
<td>Jackie Walsh</td>
<td>Dept Admin</td>
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<tr>
<td>Raina Kim</td>
<td>Minutes</td>
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</tbody>
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Apologies:
Debbie Richards, Josef Pieprzyk, Annabelle McIver, Jian Yang

Meeting started 1:05pm

UNIT MATTERS

COMP329: Unit Convenor- Abhaya Nayak
Lectures:
- Lectures are going well.
- AN will inform the students that the lectures will be held as normal for tomorrow’s strike.

Tutorials and Practicals:
- Tutorials are going very well.
Some students prefer AN to go through the tutorial questions rather than the students having to lead the discussion in front of the class.

Student preferred the tutorial hours to increase to cover problem solving. Discussion took place on redesignating the class hours to 2 hours lectures and 1 hour tutorial problem solving for the next offering.

There was a problem in processing assignment solutions using Latex. AN advised other software could be used instead.

Assignment:
- Assignment 1 submission date is Wednesday 16th September.

COMP340: Unit Convenor – Debbie Richards
This is an industry project.
- A practice presentation for the final Industry Presentation took place. Everything is well under progress.
- The final exam (worth 25%) has been set to week 10.

COMP347: Unit Convenor – Rajan Shankaran
Lectures:
- Lectures are running smoothly.
- iLectures are very helpful. Only audio iLectures are available.
- Student wanted the video lectures be available. Student was advised video lectures were only available in theatres.

Tutorials and Practicals:
- Tutor Peter Nicola covers the material in detail and connects well with the students.
- There was a small problem in attaching the routers in last week’s practical, but all was resolved.

Assignment:
- Assignment 1 submission date is this Friday 18th September.

Labs:
- RS requested the students to handle the cables with care. Some new cables have already been damaged. RS would post a note to remind the students.

ISYS303: Unit Convenor- Matthew Roberts
No student representative attended this meeting.
- The unit is running smoothly.
- The students are generally happy with everything.

COMP344: Unit Convenor – Yan Wang
No student representative attended this meeting.
- All classes are running smoothly.
- The submission date for the last stage of the assignment is Friday 18th September.

COMP332: Unit Convenor- Tony Sloane
No student representative attended this meeting.
- The unit is running smoothly.
- The results for the 1st assignment will be handed out tomorrow.
No student representative attended this meeting.

**Tutorials and Practicals:**
- Student suggested having a mixed class of tutorial and practical. It would be considered for the next offering.

**General Issues:**

**Labs:**
- The problem with the system freeze still occurs around 3 to 4 times per hour.
- Student informed Eclipse was unreliable in labs.
- No major noise or disruption issues in the labs.

Meeting finished at 1:25pm.

**Next meeting: week 11**