Minutes of the 300-Level Liaison Committee Meeting
15 March 2010 1pm

Present:

<table>
<thead>
<tr>
<th>Student Representatives</th>
<th>Units</th>
<th>Student ID</th>
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<tbody>
<tr>
<td>Colin Stephens</td>
<td>ISYS302</td>
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<tr>
<td>Zheng (Peter) Li</td>
<td>COMP330</td>
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<tr>
<td>Daniel Kenji Toyama</td>
<td>COMP343</td>
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<tr>
<td>Shane Grimson-Smith</td>
<td>COMP340, 342, 343</td>
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<td>David Black</td>
<td>COMP340, 342, 348</td>
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<tr>
<td>Hiten Narula</td>
<td>ISYS326</td>
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<td>Peter Schmidt</td>
<td>COMP343</td>
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<th>Staff Representatives</th>
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<tr>
<td>Annabelle McIver</td>
<td>Chair</td>
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<td>Tony Sloane</td>
<td>Acting Director of Teaching</td>
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<td>Michael Johnson</td>
<td>COMP342</td>
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<td>Josef Pieprzyk</td>
<td>COMP343</td>
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<td>Mehmet Orgun</td>
<td>ISYS326</td>
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<td>Manning Li</td>
<td>ISYS302</td>
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<td>Jian Yang</td>
<td>Acting Head of Department</td>
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<td>Manolya Kavakli</td>
<td>COMP330</td>
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<td>Diego Molla</td>
<td>COMP348</td>
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<td>Melina Chan</td>
<td>Executive Officer</td>
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<td>Jackie Walsh</td>
<td>Minutes</td>
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Apologies:
Frank Moisiadis

Meeting started 1:05pm

The Chair welcomed all and invited members to introduce themselves at the meeting.

UNIT MATTERS

COMP330: Unit Convenor – Manolya Kavakli

Lectures:
- Student advised learning a lot.
- Would like lecture slides to be given out before the lecture as MK and SM do this.
**Action Points:**
- MK will pass this comment on to Max Wittmann.

**Assignments:**
- Assignment a bit big. Specifications could be more precise. Had to ask Max Wittmann what he wanted and he was great. Could not tell from diagrams what was wanted.
- MK commented that it was better to talk face-to-face rather than using forums. Max has taken the lead role in the first assignment. It is important to get feedback. Wanted to make assignment more exciting and more flexible.
- Students prefer Moodle rather than Blackboard.
- TS advised that the official Uni position is to use Blackboard but it is up to lecturers. Trying to persuade Uni to use Moodle. Invited students to send comments regarding preference for Moodle to Learning and Teaching Centre.

**ISYS302: Unit Convenor – Manning Li**

**Lectures:**
- Lectures have been good.
- Lecture notes only just hitting Blackboard before lecture. It would be nice to have them earlier to allow time planning.
- Blackboard is a pain, prefer Moodle.
- MJ commented that makes sense to have whole course there in some sense but this is something that is meant to evolve. It looks professional but in doing so he would be worried that we wouldn’t be doing our jobs properly.

**ISYS326: Unit Convenor – Mehmet Orgun**

**Lectures:**
- Student finds that reading textbook and reading lecture notes is enough for him.

**Tutorials:**
- Voted to submit tutorials online – found this bad. In missing one tutorial, missed a lot of content. A lot to catch up.
- Better for group discussions attending tutorials. Group discussions are very valuable. More fun to get involved. Always learning something (tutor Shermin).
- Another student commented that some students are uncomfortable with group discussions and everyone has different study methods.
- Don’t like compulsory submission of tutorials before – not really learning – just trying to get them done – not putting in effort.
- There was different opinions on practical submissions.
- TS: Problem is if we did not make things submittable, students turn up having not done them.
- Student said that if they don’t understand something before they have to submit it, the problem is they have to submit it and may not understand until they attend the tutorial a few days later.
COMP340: Unit Convenor – Frank Moisiadis (Frank away)
Lectures:
- Students suggested that Frank should put on Moodle when the lecture is a week beforehand.

Action Points:
- AM to send suggestion to Frank.

COMP342: Unit Convenor – Michael Johnson
Lectures:
- Student admitted he was a bit biased, as this was his favourite unit.

Assignments:
- Very different assignment to others – very open. Learning a lot. Also hard because you don’t have anything to base it on.
- MJ: Get a wad of things to work through and give him a report. Highly deceiving. A bit like the real world where things don’t work when you go to do them. Learn a lot from the challenge.
- For others without Unix experience, it is very frustrating for them but learning a lot.

Practicals:
- Clash with DMTH237 and ELEC342. ELEC342 more flexible in the prac hours.

Labs:
- Students have to use a USB key because too big to copy to home drive.

Action Points:
- MJ to follow up

COMP343: Unit Convenor – Josef Pieprzyk
Lectures:
- Clash with ELEC342. Going to ilecture for that – catch up.
- Lecture notes are there – been able to work out.

Tutorials and Practicals:
- Not much content.
- Glad about room change for the mixed class.

Assignments:
- Student has a couple of questions but can ask about later. So far so good.
- Daniel Sutantyo established discussion forum on email. Can use Moodle instead.
- JP: Commented that if students have questions, should tell him.
**COMP348: Unit Convenor** – Diego Molla

**Assignments:**
- First assignment released now. The way it is presented is not clear enough.
- Core tasks – nice to have something to compare against.
- DM: It is a bit vague because it is part of the learning process. Core tasks, can say more. DM to talk to student later.

**Practicals:**
- Practicals are ok.

**ISYS360: Unit Convenor** – Bill Dalgliesh (not at meeting)
- No student rep.

**General:**

**Labs:**
- Printing issue in week 1 sorted out quickly.
- Don’t have anti-virus on lab machines.

**Action Points:**
- *AM to inform HoD regarding anti-virus.*

AM thanked everyone for attending the meeting.

The meeting closed at 1:45pm.