DEPARTMENT OF COMPUTING - MACQUARIE UNIVERSITY
Minutes of the 200-level Liaison Committee Meeting
1pm - 20th March 2014 - E6A357

Present

<table>
<thead>
<tr>
<th>Student Representatives</th>
<th>Units</th>
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<tbody>
<tr>
<td>Natalie Bashon</td>
<td>COMP247, COMP249, ISYS254</td>
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<tr>
<th>Staff Representatives</th>
<th>Units</th>
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<tr>
<td>Mike Johnson</td>
<td>Chair</td>
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<td>Christophe Doche</td>
<td>Head of Department</td>
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<td>Steve Cassidy</td>
<td>Director of Teaching, COMP249</td>
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<td>Melina Chan</td>
<td>Executive Officer</td>
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<td>Richard Miller</td>
<td>Science IT</td>
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<td>Mitchell Buckley</td>
<td>Minutes</td>
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<td>Len Hamey</td>
<td>COMP247</td>
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<td>Annabelle McIver</td>
<td>COMP225</td>
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<td>Michael Hitchens</td>
<td>COMP260</td>
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<td>Steve Smith</td>
<td>ISYS254</td>
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The meeting opened at 1.05pm.

Mike welcomed everyone to the meeting and thanked Natalie for being present. (Anthony Hixon was not able to attend, but sent a detailed email which was discussed during the meeting.)

Note: Units are listed in the order that they were covered in the meeting.
COMP247 - Data Communications
Unit Convenor: Len Hamley
Other Lecturer: Ian Joyner

Natalie reported that lectures are going fine and the only difficulty is the timing (6pm - 9pm). It was agreed that this was inconvenient but unavoidable.

Natalie commented that the practicals are not 'easy' but help you along quite well. Len agreed and commented that they have been deliberately designed that way so that students have a lot of help with the early material.

Mike asked whether the labs are sufficient for everything they need. Natalie said that they were fine. Richard commented that they haven't used the switches yet and asked Natalie to give more feedback when they've tried them.

Len asked whether students had been doing the tutorial questions (different from the practical questions). Natalie had not heard about them. Len indicated that they are available on iLearn and are a good indicator of what the exam will be like (they are not assessed). Len will make sure that they are advertised again so that students can take full advantage of them.

Mike commented that the curriculum has been updated and asked if the students had noticed the stronger emphasis on security. Natalie had noticed that and sees that they're learning more about security.

COMP249 - Web Technology
Unit Convenor: Steve Cassidy
Other Lecturer: Ian Joyner

Natalie said that the lectures are interesting and it's nice to have only 1hr lecture (most units are a 2hrs or more). Steve asked about the videos and asked whether that was ok. Natalie said that they're great, and the mix of formats is really good. The blog especially is really good. Steve said that at the moment there seems to be an issue with students not being able to see comments on the blog. He'll try and get this sorted out soon.

Natalie said that the first assignment is going really well. The links to Python tutorials that were posted for everyone were very helpful. That website is really good (code academy). Steve commented that this assignment is really a diagnostic assessment to make sure that students have a basic programming level before we get into some other things, to make sure that everyone gets the help that they need early on.

ISYS254 - Applications modelling and development
Unit Convenor: Stephen Smith
Other Lecturer: Matt Mansour

Natalie said that everything is working out well so far, the tutors are doing a good job. Stephen reported that students seem positive and happy. He's been trying to make sure the early lecture material doesn't get too dry and they've responded well.
**COMP225 - Algorithms and Data structures**

Unit Convenor: Annabelle McIver
Other Lecturer: Luke Mathieson

There were written comments from Anthony Hixon. He indicated that everything was progressing smoothly. There were some complaints that linked lists had already been covered, but Anthony (and those present in the meeting) agreed that some reminder was required on that topic because students are not always proficient with linked lists. Some students are having trouble following recordings because Annabelle works on the whiteboard. Anthony (and those present in the meeting) agreed that the written material is available in the lecture notes and students should be using both sets of material.

Annabelle said the students are working well in groups of 4 (weekly exercises). They've only had one complaint of a student not doing their part. It seems that attendance is high, indicating that it's working well.

Annabelle noted that they've been using the iLearn wiki for tutorial submission work. Anthony indicated that there have been some minor complaints with the style of submission and marking through the wiki. Annabelle said that this is a bit of an experiment but I think this should still be the best and easiest way to do it. We'll be ironing out the wrinkles as we go. Mike said that it's good to hear they're doing something new. And it would be good to respond to those students and keep communications open about it.

**COMP260 - Game Design**

Unit Convenor: Michael Hitchens

There were written comments from Anthony Hixon. He indicated that everything seems to be working well and students are happy. The only difficulty is with the microphone in that room cutting out all the time (bad for online recordings). Michael agreed that this is an issue and he's trying to sort it out.

Michael commented that his evening class is 6pm-8pm and that only 32/82 students showed up to lecture 1 and when asked, only 2/32 indicated that they NEEDED it to be in an evening class. There is some question about whether this makes sense when most students are full-time. This is a bit unfortunate and would be worth thinking about again in following semesters.

There is also a clash between COMP247 and COMP260 on a Monday night but there are at most 11 students experiencing this clash. No-one knows why this happened (it should not have happened) and luckily it affects only a few students.

**General Comments**

Michael asked about when he will be getting proper AV in the new room. Richard and Christophe indicated that it's a work in progress.

Richard asked if the students are aware of iLab and using it. Natalie indicated that they were using it and there are no problems.
Mike commented (in relation to Michael's comments on COMP260 evening classes) that, at enrolment time there were students who were studying part-time and wanted to know if they could complete the whole degree through evening classes. This is a good question: as our degrees are evolving, are we keeping track of those programs that can reasonably be completed by a part-time student? This is a question that we might want to think about and come back to another time.

Mike thanked everyone for their participation and made his apologies for being unable to attend the second scheduled meeting on 10 April.

The meeting closed at 1.51pm