Department of Computing – Macquarie University
Minutes for the postgraduate Liaison Meeting
1st May 2015 at 1pm in EMC tea room

<table>
<thead>
<tr>
<th>Students Name</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>Alexander Otoya</td>
<td>ITEC800/841/844/654</td>
</tr>
<tr>
<td>Damian Jurd</td>
<td>MRes Year 2</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Staff Name</th>
<th>Role</th>
</tr>
</thead>
<tbody>
<tr>
<td>Manolya Kavakli</td>
<td>Chair</td>
</tr>
<tr>
<td>Sylvian Chow</td>
<td>Department Administrator</td>
</tr>
<tr>
<td>Scott Buckley</td>
<td>Minutes Taker</td>
</tr>
<tr>
<td>Damian Jurd</td>
<td>Faculty IT, ITEC850</td>
</tr>
<tr>
<td>Carl Svensson</td>
<td>ITEC800</td>
</tr>
<tr>
<td>Milton Baar</td>
<td>ITEC803</td>
</tr>
<tr>
<td>Peter Busch</td>
<td>ITEC810</td>
</tr>
<tr>
<td>Jasmine Lee</td>
<td>ITEC831</td>
</tr>
<tr>
<td>Nick Reynolds</td>
<td>ITEC831</td>
</tr>
<tr>
<td>Ian Krycer</td>
<td>ITEC882, ITEC841</td>
</tr>
<tr>
<td>Yan Wang</td>
<td>ITEC833</td>
</tr>
<tr>
<td>Udaya Tupakula</td>
<td>ITEC855</td>
</tr>
<tr>
<td>Mark Johnson</td>
<td>COMP783</td>
</tr>
</tbody>
</table>
The meeting opened at 5:05pm by Manolya.

**ITEC800 – Systems Engineering Process**  
*Carl Svensson*

MK asked if there were any problems with the unit. CS said that he hadn’t seen his students many times since March, so there wasn’t much to share. However, CS was happy with the change they had made to a weekly schedule. Interim presentations were approaching, and CS has been working on injecting some communication-based tasks into the unit. CS shared that two major deliverables and the final exam were due in the following weeks, and that there were currently no major issues in the running of the unit.

SR shared that he had no issues with the unit. MK asked how Turnitin had been performing, and CS informed her that they aren’t using Turnitin for this unit, due to the nature of the assignments. He shared that they might be using Turnitin if the classes were larger, however.

**ITEC803 – Advanced Topics in Computer Networks**  
*Milton Baar*

MB said that his class is going fine. They had to cancel a class the previous week because of poor weather. As a result, all assessable work has been pushed back one week. MB shared that there was one quiz left in the unit (in week 10), and an assignment due in week 12.

**ITEC810 – Information Technology Project**  
*Peter Busch*

PB said the unit is going fine. He had recently finished marking “progress proposal reports”, and an ethics assignment was due soon. Students had been regularly meeting with their supervisors. PB shared that some Friday classes contained important content, but the most recent week they had just caught up with each other. PB spoke of a serious plagiarism case that existed, and said that this would probably be sent over to the disciplinary committee. This was a surprising turn of events for everybody, but it is what it is.

MK shared that the Computing Department didn’t officially have a departmental policy on plagiarism, although there was one in past and therefore, the central MQ policy was used. The central document is very lengthy, and may be difficult for students to understand. MK suggested that the department may be able to produce a summary document for students to more easily read. PB shared that the students are given some simple information about plagiarism already.
PB shared that they are using Turnitin this semester (where necessary), and this had revealed the plagiarism case. Apart from the single case, however, the unit was going quite well. PB said the unit took a while to ‘get on its feet’, but that it was doing very well now. Some of the students had taken a while to decide on the topic of their projects, but all had been sorted out now.

ITEC831 – Web Applications
Jasmine Lee, Nick Reynolds

NR has only given two lectures so far, but they had been fine. The first half of the unit’s lectures focused on PHP, and the second half on Python. The students have started on their assignments, and everything has been going well.

JL had, before the semester began, requested some software (Python) to be installed on the lecturer’s PC where she lectures. This request has not yet been filled. The software existed on the lab PCs, but not on the lectern PC. Also, she has never received a reply when she emailed in her request. DJ asked for more details about her request, and apologized on behalf of Faculty IT that she had not been responded to. The lectern PCs are not controlled by Faculty IT, however, and this may have been a source of the problem. JL shared that she had found a workaround; using Portable Python on the lectern PC.

ITEC832 – Enterprise Application Integration
Ian Krycer

IK shared that the class was small (intimate), and had been going well. IBM had given the class an educational license to Blueworks Live, which they had been using and had been helpful. They had used this software to set up their group processes, which was good. They had a guest speaker coming up, from Oracle, who had been due to speak the preceding week but had rescheduled due to weather and would be visiting the following week instead. IK was looking forward to having this guest. The students had completed their first two assignments, and were working on the third. IK wished the class was bigger, but the discussion in the small class had been very fruitful. The class size had caused some problems with group projects, and IK shared that the class format may have to change in the following semester, if the cohort size did not increase.

ITEC833 – Web Services
Yan Wang

YW shared that Oldooz had been lecturing, and the unit was proceeding as normal, with no issues. The first assessment had been marked with an average over 85%, and there would be a presentation in week 10. The second assignment had been organized as a group assignment, and it would be due after week 10. YW was happy
with the cohort’s performance so far. YW noted that the MRes students have been performing to a higher standard than the MIT students.

ITEC841 – Project and Risk Management  
*Ian Krycer*

SR thought that the unit was very good, saying that IK had been pushing them in the right direction. SR said that some other students were having trouble juggling multiple tasks at once, resulting in work being prepared in a rush just before the submission date. IK responded that the role of a project manager is juggling tasks. SR shared that he was waiting on feedback from one of the group assignments. IK shared that one of the upcoming lectures would be run as an ‘open tutorial’, wherein he would be discussing group work with the students and giving them advice towards managing work as a group. IK had decided to have an assignment review a week before submission, as this had been successful in the past at motivating and unifying groups.

No issues were apparent between MIT and Engineering students. IK asked SR if his group members had been lacking in work ethic, and slowing down progress. SR responded that it does take some effort on his part to get his team members focused and productive. MK asked SR if there were any problems with the unit apart from group work, to which SR said no. IK asked how the guest speaker was and the SR said he gave a helpful perspective and insight. A more general discussion was had about group work deliverables and students’ general tendency to only begin working immediately before deadlines.

ITEC844 – Strategic Project Management  
*Stephen Smith, Jason Lee*

No staff or student representatives were present to speak about this unit.

ITEC850 – Network System Design  
*Ian Joyner, Damian Jurd*

DJ shared that the unit was going well. Some equipment issues were present in the labs, however he had been able to get the students to learn in spite of the problem. DJ had been trying to organize a tour of a data center for the students, but was having trouble finding a time that works for the data center and the students alike, as the students only have class in the evenings. The first assignment had just finished and there were some plagiarism-related issues, for which the path forward was not yet clear. The second assignment would soon be released. The unit was going well, with only ten students, including a PhD student who had been auditing the class.
ITEC855 – Security Technologies and Forensic Analysis  
Udaya Tupakula

Udaya shared that everything had been going well. The labs were going well. They had been able to secure some laptops for the labs, which was positive. The first assignment had gone well. The second assignment would be a group assignment with presentations in weeks 11 and 12.

ITEC783 – Data Science and Machine Learning  
Mark Johnson

MJ shared that the class was going well. A mixed group with students from various sciences. A proposal presentation and write-up had been done already, and everything on that front had gone well.

600-level units

MK asked if there was anything to report. IK shared that his ITEC602 students appeared to be happy. He shared of some potential iLearn problems, with assignments being pulled in from other units. IK had also taken over the second half of ITEC660, but PB had designed the additional assignment, and would be marking this assignment also.

IK shared that some issues exist around creating shell units in iLearn, because ITEC660 is somehow a wrapper for COMP360. This had been causing some headaches but they are still working on it. DJ offers to help with these iLearn problems.

MK asked if there were any other problems. CS said that many of the 600 level units are in second semester, so there may be more to say next semester. MK said that a fair few were running in the current semester also.

SR shared that he was taking ITEC654, which was going well. They had been developing a webpage. He had been working on developing this web page, as well as a webpage for ITEC800. He had been learning HTML, CSS, Python, PHP, and Bootstrap, all of which were going well. MK asked the student about iLearn, who said that he was having no issues there.

Labs and General Discussion

YW had been experiencing an issue in ITEC833. He needed some software in the labs for his unit, and had checked the wiki but hadn’t been able to find a room. He emailed Phil and Natalia (a little late in the semester though), but had not yet received a reply. However, the software had been put on the lab computers so he
wan’t really worried. YW suggested that communication could be improved by Faculty IT though. DJ asked for a ticket number so that he could chase down what had gone wrong.

CS added that when he was teaching ITEC800 the previous year, there were some problems with the wiki that runs lab software distribution. He suggested that perhaps teachers could be given more notifications about how the page works etc. He also noted that the level G wiki page may not have all staff added as users, and that this may cause problems with staff access.

SR shared that he had been trying to start an MIT association. SR requested a meeting about the association. CS shared that he had set up the engineering society a few years prior. He said that once they had more than 12 people signing up they had been able to put in a formal application with those responsible for student groups. CS asked SR if he had spoken to these people. SR shared that he had created a survey to form a database and had spoken to Sylvian, but the formation of the group was still a work in progress. The process seemed ok, but SR had been busy with all of his study to get everything done. SR asked IK if he would be able to join the association and give the students a pep talk, and IK said that would be fine.

MK asked the group for their opinion on removing the Information Systems and Web Engineering specialisations from the MIT program, as these might be replaced in future. PB shares that it is necessary to cancel these specialisations due to low enrolment rates. The other two specialisations (Management and Networking + Cybersecurity) will not be cancelled because they have higher enrolment rates. There was a discussion about the potential of combining the Web Engineering and Information Systems specialisations into one.

DJ shared that some of his students have been confused by the name of his unit (Network System Design), and weren’t expecting the content of the unit to be as it is. He asked if it were possible to change the name of the unit in future. There was a discussion about this possibility.

MK closed the meeting at 6:05pm.