

DEPARTMENT OF COMPUTING ~ MACQUARIE UNIVERSITY
Minutes of the 100-Level Liaison Committee Meeting
14 May 2008

Present:

Staff Representatives	Units
Ros Ballantyne	(Chair), COMP125
Louella Almeida	Dept Manager
Matthew Mansour	ISYS123
C Doche	COMP115
Yan Wang	COMP115
Diego Molla Aliod	COMP125
Abhaya Nayak	COMP115, COMP125
Raina Kim	Admin (Minutes)

Student Representatives	Units
Adela Sutriana	ISYS123
Ketvi Roopnarain	ISYS123
Thomas Kashe	ISYS123
Daniel Nunn	COMP125
Karel Zmek	COMP115, ISYS123
Giles Harrison-Smit	COMP115, ISYS123
Luke Bruinaberg	COMP115, ISYS123

Apologies

Michael Hitchens	ISYS123
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* Apology: The 2nd meeting was scheduled for week 4, but was not held.

*** Action from previous meeting:**

ISYS123 - Tutorials and lectures are aligned to the text. Therefore, textbook is highly recommended but not mandatory.

* Last meeting minutes accepted.

ISYS123:

Lectures:

- Students think MM's lectures are very good and very popular among students.
- Students want iLectures. MM originally thought there is no need since there are two offerings. Though one student noted that those who miss out on the Thursday class (the later one) have no way of making up. MM will make sure it will be done for next semester.
- iLecture is a little difficult because a lot of it is visual . Video lecture might be better.

Tutorials:

- Material taught in tutorials was not consistent and some students miss out. Some tutors are not motivated and read off sheets.
- Students found Daisy He & Dan Summers to be good tutors.
- Monday 5pm tutor talks about non-related topics and was late for class 15-20 mins, last week.
- MM will consider giving training before the tutorials on how to deliver the material in a consistent way.

Practicals:

- In Michael's class the assignment was not up on Monday morning due to an email problem.
- Alex Chilvers (who has replaced Qinsong), is very good but students are not participating very well. They probably need time to get used to him.
- Some tutors deduct marks for insignificant things and there was no consistency between the tutors. Eg. 1 out of 5 marks deducted for not having a separate reference page by one tutor (but not others). There was a query on whether it was possible to re-mark the prac assignments, but MM advised this would not be feasible due to lack of time and many students seeking a re-mark. Overall the prac marks form a small component of the final mark. Students present accepted the decision.
- (MM) will look at consistency in marking system for both tutorials and practicals. (CD) suggested weekly meetings with the teaching staff as is done in COMP115, where mtgs have proven to be a help. LA suggested to MM to hold more regular meetings with Michael's advice, but even if MH were not available to attend. Meetings with staff are required particularly prior to marking weeks.
- Some prac supervisors do not walk around the class and some ask non-relevant questions.

COMP115:**Lectures:**

- Lectures are comprehensive and cover a lot. Sometimes there is not enough time to cover exercises. Daytime lectures are no problem but with the evening lectures as they are run in a 3-hour block, students have no time to do the exercises after. YW says the idea is not to finish the exercises in the lecture but to use them as a means for further practise. YW will give solutions in lectures.
- Students asked for a practice exam perhaps in mid-semester or in week 13? Even if it did not count towards the final mark, it would give them an opportunity to practice for the final exam - would be especially useful given the disparity in computing knowledge and background of the students. CD is happy to arrange a practice exam.
- Some lecturers are hard to understand but lecture notes are very good and students are able to refer back.

- Not many students buy textbooks because a lot of material is available on the web.

Tutorials:

- Students commented that Daniel Sutantyo and Nguyen Vo were good tutors and handled the material well. Monday class has low attendance.

Assignments:

- Students queried why some assignments are marked out of 6000? CD explained this is due to WebCT allowing only integers as input.

COMP125:

Lectures:

- Lectures are good.

Tutorials:

- Generally preparation and participation on the part of students is low in Monday tutorial.
- Students would like more practice on additional questions. RB offered to load up questions from old exam papers (some of which have solutions) which will give students more opportunity to practice. DMA also suggested students use the examples from the text.

Assignments:

- Assignments are OK. The bitmap one was good.

Mid-Term Test:

- RB commented that the mid-term test was held on the last day to withdraw and the results were posted on the web that same night.
- Students said that mid-term test was a very good idea.

Students were thanked for their attendance and participation. A vote was taken on whether another meeting was needed – and it was not.

Meeting Closed 2pm