

EECS SSLC – 2019/20 Sem A

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## Minutes

13<sup>th</sup> November 2019 at 13:00

IOC meeting room, ITL building

## Present

Name	Initials	Department	Role
Mustafa Bozkurt	MB	EECS	Year 2 Tutor
Rubesha Ahmed	RB	EECS	Electronic Engineering Year 3 - Rep
Tasnia Khan	TK	EECS	Creative Computing Year 3 - Rep
Sofia Gervasoni	SG	EECS	Creative Computing Year 2 - Rep
Matthew Huntbach	MH	EECS	Senior Tutor
Mike Kycermann	MK	EECS	Computer Science Year 3 - Rep
Aisha Sohail	AS	EECS	Computer Science with Management (ITMB) Year 1 - Rep
Nicole Carrera	NC	EECS	Creative Computing Year 1 - Rep
Antonios Kaniadakis	AK	EECS	Year 1 Tutor
Stuti Saxena	SS	EECS	Computer Systems Engineering Year 2 (BEng) - Rep
Saba Sadiya Sadek	SS	EECS	Electronic Engineering Year 1 - Rep
Ishan Ahuja	IA	EECS	Computer Science with Management (ITMB) Year 1 - Rep
Maisha Ahmed	MA	EECS	Computer Systems Engineering Year 1 (BEng) - Rep
Suvi Haara	SH	EECS	Electronic Engineering Year 1 - Rep

## Preliminary Items

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### Welcome and Introductions

The meeting was opened by Tassos who welcomed all and introduced the topics.

### Programme Delivery and other matters

- Programme/module developments and amendments
- Learning, teaching and assessment matters
- Academic support
- Organisation and communication
- Learning resources:
  - Library facilities
  - QM+
  - IT
- Student feedback

## Topics

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### Modules

**EEE** – Coursework issues – Instructions are not clear on the assessments; they need to be made clearer

- Timetabling – Students would prefer a day off. Timetables seem to be packed, without enough time for independent work especially with daily lectures and labs. Students are unable to complete labs.

**Maths** – Students are straddling / No examples for midterms / Not allowed calculators but exams are harder

Midterm results are low – more examples of what to expect on the midterm

Need a change of structure to the tutorials?

**Programming** – Need more project based programming work / Students agreed they would prefer more programming / Students feel they need more balance between exams and project based assessments.

Professional Research Practice – students feel they need more lab time; more time to get their work done (suggested 2hr rather than 1hr). Potential issues with timetabling.

**PRP** – No solid foundations for students to understand references.

Antonios: Informed students about the 'Find it, use it, reference it' tool and how to find it online

**Computer Science & Networks** (Arman) – Information overload, very complex and hard to understand – delivery is not student friendly

Labs - more interaction needed before working through the worksheet

**Fundamentals of Management Seminars** – Not enough time to get through the work

**Digital Audio** (Sem B) - Modules need Q-Review. Students are struggling.

Students have emailed and queried

**Creative Computing** (Database Module) – Timetabling – Labs & lectures are muddled

**Third Year** – More info needed on individual modules before having to choose modules e.g. lecture slides on what the teaching entails

- More module descriptors
- Students should look at past papers to see what is assessed – Demonstrator sessions to explain what each module is

Demonstrators in labs – they should know the topic. They seem to be teaching the wrong thing or not know what they are talking about.

- More training for demonstrators – Not solely based on academic performance as this doesn't indicate teaching ability

Forum for peers – To support each other with struggles

References – Consensus needed on the best way to reference

More lab sessions for processing (Application Programming) – Suggested seeing Karen Shoop as she maintains office hours and is regularly available to students

Access – Student cards not working to enter design studios/SEMS especially on the weekends

Strikes – Students were wondering what will happen with due process. Some lecturers may contact students and let them know.

Exam timetable – released 16/11/19

More demonstrators needed in CG labs

A lot of third Year content already covered in some modules

## **Facilities**

## **Decisions & Approvals**

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### **Decisions made and approvals given at this meeting**

Maths – Tassos – Info has already been passed on to MO's. They are looking into the issues and ways to improve.

### **Any Other Business (AOB)**

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#### **Items raised outside of the agenda**

### **Date of next meeting**

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Wednesday 12/02/20

### **Items for next meeting**

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Tassos suggested that students should take lead /co-chairing the next meeting – Select chairs, co-chairs and secretaries for central college

Discuss Reps list on the landing page