EECS UG SSLC – 2020/21 Sem B

Minutes

31/03/2021; 13:00-14:30

MS Teams

Chairs: Saba Sadek, Maisha Ahmed, Mehedi Khan

Present

Name	Initials	Department	Role
Mustafa Bozkurt	MB	EECS	Year 2 Tutor
Suvi Häärä	SH	EECS	Electronic Engineering Year 2 - Rep
Matthew Huntbach	MH	EECS	Senior Tutor
Mehedi Khan	MK	EECS	Computer Science Year 3 - Rep
Rana Zaki	RZ	EECS	Computer Science Year 1 - Rep
Aisha Sohail	AS	EECS	Computer Science with Management (ITMB) Year 3 - Rep
Tassos Tombros	TT	EECS	Director of Student Experience
Mahesha Samaratunga	MS	EECS	Year 1 Tutor
Stuti Saxena	SS	EECS	Computer Systems Engineering Year 3 (BEng) - Rep
Saba Sadiya Sadek	SSS	EECS	Electronic Engineering Year 2 - Rep
Sofia Gervasoni	SG	EECS	Creative Computing – Year 3 rep
Steve Uhlig	SU	EECS	Head of School
Yue Chen	YC	EECS	Director of Education
Maisha Ahmed	MA	EECS	Computer Systems Engineering Year 2 (BEng) - Rep
Keshav Bokhoree	KB	EECS	Computer Science Year 2 - rep
Vigna Kumar	VK	EECS	Software Engineering for Business – Year 3 rep
Federico Cecchinato	FC	EECS	Computer Science Year 1 - Rep
Sebastian Maliwiecki	SM	EECS	Computer Science Year 2 - rep

Preliminary Items

Welcome and Introductions

- The student chairs welcomed everyone to the meeting.

Topics

Actions from previous meeting

- **ECS414U:** TT mentions that there were discussions with the MO who agreed to discuss matters with the course reps and explained his rationale in a detailed message.
- **ECS504U:** TT reported similar actions with the MO being in discussions with course reps about offering study resources and support for the module.
- **ECS514U:** Feedback was sent to the MO who responded with ways with which the project could be made more challenging and encouraging interested students to get in touch with him for further help on this.

Report from course reps on Semester B modules

First year feedback

- **RZ :** ECS414U issues – reached to MOs to convey frustrations. Set up feedback session with MOs which felt was very constructive. Changes made in response to that discussion. RZ suggests that rep meetings with MOs is a model can be quite beneficial and maybe can be followed as a model by other course reps.

- **SH** agreed – EEE course reps have been doing that and it is a more effective way to communicate student feedback to MO.
- **SU** – Maybe make more direct way to give feedback to MOs (slack or Discord).
- **TT** – can be easy to get student feedback in the form of e.g. survey and respond where appropriate.
- **YC** – Students should not be scared to provide feedback to MOs thinking that they will be penalized.

YEAR 2 FEEDBACK

- **SH –** Electric and Magnetic fields. Class struggling and performed poorly in the mid-term exam. Maths calculations but no working was allowed to be submitted. Students graded only on answer. Students can therefore not understand where they went wrong as it may be the method (not submitted) or a numerical error. No update if marks will be rescaled. Students understand why extension was given for week 12 quiz although some students would prefer all the coursework to be done in semester time.

- **YC** - MO is aware and will look at results and spread of marks and see if rescaling is possible. This may take time. Balance between instant feedback and designing a test that covers everything.
- **SH** – Difficulty level should be used as a factor in the random allocation of questions in the assessment.
- **SH, SU** both agreed that many of the issues that are escalated are also due to the nature of online learning.

Third Year Feedback

- **MK and SG** brought up possible extension to Final Year Project. Consider even a week extension as per survey that was distributed.

- **YC**, **MB**, **TT** and **SU** all explained the complications with delaying the processing of project marks and how it can delay classification of degrees.
- **SG** appreciated the confirmation that circumstances will be taken into account when marking projects (that most basic things take longer).

Other issues

- **MK:** Course reps should be encouraged to be active and do the tasks they signed up for.
- **MB:** Suggested that maybe we can try to train Course Reps at EECS in addition to SU training.
- **YC:** Asking reps if training from SU is useful and if we should consider increasing number of reps depending on module size.
- **MK:** Finds SU training helpful as a course rep.
- **MS:** Change in culture in terms of recognizing positive things, these do not get mentioned in the meetings enough.

Closing Remarks
- **TT** thanked the outgoing course reps for extremely constructive meetings over the course of the last 3 years and in very challenging circumstances.

Decisions & Approvals

Decisions made and approvals given at this meeting
- **None made in this meeting**

Any Other Business (AOB)

Items raised outside of the agenda

None in this meeting.

Date of next meeting

This was the last meeting for this academic year. Next meeting to be held in 2021-22 academic year, TBC