

Department of Computer Science
Student Staff Liaison Committee
Nov 13 Summary of Actions

Present

Year 1 Grzegorz Pawelczak (GP) (CS) Kanupriya Tibrewal (KT) (Maths & CS)
Year 2 Ben Elgar (BE) (CS) Adam Lyth (AL) (Maths & CS) Selina Johnson (SJ) (CSE)
Year 3 James Pedlingham (JP) (CS)
Year 4 Ved Uttamchandani (VU) (CS) Amir Chohan (ACh) (Maths & CS)

MSc:

Dafni Antotsiou (DA) (Adv Comp: Creative Technology)
 Abhishek Mitra (AM) (Adv Comp: Internet Technologies)
 Andreas Yiannakou (AY) (Computer Science Conversion)
 Milad Abdullah (MA) (Adv Comp: Machine Learning, Data Mining and High Performance Computing)
 James McDonald (JM) UBU
 Phoebe Smart (PS) UBU
 Zoe Lawrence (ZL) Chair & SSLC Co-ordinator
 Andrew Calway (AC) HoD
 Peter Flach (PF) Senior Tutor
 Syed Rahman (SR) IT rep
 Sal Allman Minutes

Action	Who	Outcome
Faculty SSLCs		
Reps volunteered to attend the first two dates of SSLCs	VU, MA, ACh	Thu 14 Nov 1-2pm QB 2.63 (VCR) and Thu 12 Dec 1-2pm MVB 4.01
Department Matters to Report/Discuss		
Students agreed that when there is a delay in return of assignments, for example during staff unexpected absence there is more tolerance of the delay when it is communicated to them. Inform all staff to keep good communication with students regarding feedback	AC	communicated
Year 1		
Programming Lab sessions: consistently no PCs available/vacant, therefore students do not attend. AC to confer with Oliver Ray		AC contacted Oliver & Mike. There is space and Oliver has sent email out to students to inform them
Mathematical Methods: TAs/ Demonstrators seem to be working 'live' ie it appears they have no advance notice/opportunity to prepare. Ask all staff where possible to circulate work to TAs in advance	AC	communicated
Lab space for Mon and Wed sessions frequently not available. TAs will now ensure the space is clear and inform students of this	VU	resolved
Year 2		
Linux labs software is out of date. SR advised reps should raise ticket with IT	BE/AL/SJ	ongoing

AC proposed that the department could form an IT committee with IT student reps. SSLC reps to investigate demand for this and feedback to ZL	All reps	ongoing
Students would appreciate some sort of solution sheet / guidance to work sheets to be on-line. Staff to be informed	AC	ongoing
Where a lecturer uses notes/ slides, students would like these on-line. Staff to be informed	AC	ongoing
AL when students experience problems in lab sessions, they are told to use forum. On doing this they are told that what they are doing 'can't be seen'. AC will seek to expand the functionality of fora and requested feedback on progress or otherwise.	AC	no further feedback received
Year 3		
No actions		
Year 4		
VU reported a student request for standing desks. VU + ACh + AC agreed to work together on updating the study space 2.09.	AC	study space development underway
VU enquired about feasibility of providing l lockers for UGs. SR stated that there are lockers for UG use in 2.0 and that keys for these are held in 2.19. This is to be confirmed	ZL	ongoing
Some students are concerned that there is absence of anonymity in marking as some lecturers have confirmed that they have access to student id numbers/ names. Student proposed a move towards using candidate numbers for assignments. Reps will investigate issues and incidences and report back to ZL	ACh / VU	ongoing
Reps raised a concern that many lectures for Cloud Computing had been cancelled and the impact this may have on their assessments. AC confirmed that the lecturer for Cloud Computing is unexpectedly unavailable. AC guaranteed that no student will be disadvantaged and that he will ask lecturer to email the students to clarify the situation	AC	closed
MSc		
DA/AM: Cloud Computing timetable does not allow for transit between buildings and on other occasions leaves too much dead time between lectures. Reps were asked to supply details of specifics so that this can be investigated and a solution worked towards	DA / AM	ongoing
Rep to resolve issue with SDL tutorial and C Programming and Software Engineering with Neill Campbell	AY	With regards to the SDL action, the issue resolved itself, Dr Neill Campbell put up a file that allowed us to use circles and also write text onto the screen. Whilst Dr Ian Holyer showed us a away in which we could print images onto the screen which allowed to put anything we wanted on.
AOB		
Colin Dalton requested that reps be reminded that they can request 5-10 mins of closed business (no staff present) at the end of SSLC. Reps to confirm if this is something they would like to implement	Reps	reps decided against this suggestion. Closed.
Mailing Lists: problems continue and communications via SAFE may not catch all relevant parties. ZL happy to email messages	ZL	Mailing list issues resolved

on behalf of reps until mailing list problems are resolved.		
Reps asked to consider whether or not they and their cohorts want Rep photos on a poster in MVB Atrium & feedback to ZL	Reps	reps decided against this suggestion. Closed.
ACh noted that there is a general feeling amongst students that the cleanliness of the male toilets throughout MVB is below standard. He also noted that female students feel uncomfortable about the fact that there are no sanitary bins located in the cubicles and request to have these installed. ZL to raise with School Manager	ZL	<p>emailed Maintenance services 10th Jan 2014</p> <p>Response from Peter Crook, Assistant Site Services Manager, "The reason you will find the Sani Bins in the open area is because the policy for sani bins is 1 per 3 cubicles, each cubicle should have a supply of sani bags. It concerns me that issues have been raised about the male toilets, is it possible to provide more specific details. I have included Deborah Lansdown in this email as she is the Domestic Supervisor for MVB; I will ask Deborah to investigate the cleaning in the male toilets."</p> <p>replied 13th Jan 2014</p> <p>followup email sent 23rd Jan 2014</p> <p>Outcome – the Department have subsidised bin provision so all cubicles will be furnished with sanitary bin.</p>