

Department of Computer Science
Undergraduate Student Staff Liaison Committee
Apr 14 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)
MSc: Andreas Yiannakou (AY) (Computer Science Conversion)
 Zoe Lawrence (ZL) Chair & SSLC Co-ordinator
 Andrew Calway (AC) HoD
 Peter Flach (PF) Senior Tutor
 Sal Allman Minutes

Apologies: Adam Lyth (AL) (Maths & CS), Ved Uttamchandani (VU) (CS), Amir Chohan (ACh) (Maths & CS), Syed Rahman (SR) IT rep

Action	Who	Outcome
Faculty SSLCs		
Reps volunteered to attend the next two dates of SSLCs	VU, MA, ACh	Thu 03 Mar 1-2pm and Thu 1 May 1-2pm
Ongoing actions		
Linux labs software is out of date & browsers not installed. AC to instruct IT to sort out labs over holiday period	AC	pending feedback
AC proposed that the department could form an IT committee with IT student reps. Proposal in progress with good response so far. AC is awaiting confirmation of personnel changes in IT services and will pursue formation when all is settled	AC	pending feedback
Students would appreciate some sort of solution sheet / guidance to work sheets to be on-line. Reps to send examples of good and bad practise.	All reps	pending feedback
lockers	School Office	in progress – looking at possible locations, e.g. outside the side entrance to 1.11 or is it 1.11a. Because of space we can provide only about 30-40 and they will be allocated on first come first served basis. There are lockers in QB - see faculty office for keys and also lockers outside the workshops in QB available to use.
Concerns over competing deadlines. JP to gather feedback from cohort and another meeting to be held to discuss further	JP / AC	Group and Individual Project deadlines to be extended into following week – for new deadlines see unit info in SAFE
Unit feedback discussion to be fed back to Rachel Nee (see point 3.10 in minutes for full details)	ZL	done
Split CS SSLC into postgraduate and undergraduate meetings. PG meeting has already taken place with positive feedback. Feedback to be taken at the end of this meeting.	ZL	done – all students and staff are in favour of the split. ZL to ensure CS SSLCs are continued in this way next year
Department Matters to Report/Discuss		
no actions		

Year 1		
Conflicting information for Maths & CS students relating to 2 nd year options appearing on SAFE, CS website and ESU. Bogdan Warinschi (Programme Director) is working on resolving programme details and conflicting info will be resolved accordingly. ZL will ask BW to email this joint cohort with the info that solution is close.	ZL	done
Maths & CS joint cohort would like a unit choice talk. ZL will ask BW to arrange this.	ZL	emailed BW 11/4/14
Year 2		
Model answers (for full discussion see point 8.1 in meeting minutes). Matter is considered to be closed but BE to send examples of where solutions given are not satisfactory	BE	pending feedback
Year 3		
AC to email current year 3 students to reassure them regards their concerns over units and workload next year – also with reference to the changes that have been made to the programme	AC	<p>AC emailed students on 15th April “At the recent staff-student liaison committee meeting, your student rep indicated that some of you were concerned about the workload next year, particularly in TB1, and that this was possibly having an impact on your choice of options.</p> <p>I want to reassure you that as we do every year, we will be reviewing and updating all units in terms of content and workload based on the feedback we get from questionnaires, SSLC, etc. So, as I believe Colin Dalton said in the 3rd year forum, you should feel confident about choosing your options according to what you want to study and what you are interested in, and not based on how much work you think is involved. My experience is that this is by far the best approach.</p> <p>If any of you are concerned about your option choices or want any advice then please do contact your personal or year tutor.”</p>
Unit COMSM1105 ~ Animation Production is listed as 10CP when it should be 20CP	ZL	resolved & informed years 2 & 3 by email
Year 4		
no reps present		
CSE		
ZL to raise at higher level a discussion as to the pros and cons of showing student ranking in SAFE. General feeling is that ranking induces additional stress at all points in the spectrum to little advantage	ZL	Asked Rachel Nee to take to SMT
AOB		
ZL to address the fact that CS SSLC meetings are too large / long	ZL	Following trial of split SSLC meeting, all students and staff confirm they are in favour.

