Student Staff Consultative Committee Meeting

The 5/2009 Student Staff Consultative Committee Meeting was held on Tuesday, 15th of September 2009 in room 203/Building 72 at 1.00 pm.

Minutes

Present:  
A/Professor Lindsay Kleeman  (Chair)  
A/Professor Grahame Holmes  
Dr. Andrew Price

Apologies: 
Ms Ros Rimington  
Prof Arthur Lowery

Students Present:  
Elizabeth Anderson (Level 3 BE), 
Sarah Fitzpatrick (Level 3 BE)  
Praneel Pradhan (Level 3 BCom/Mechatronics)  
Wendy Ni (Level 5 BSc/BE)  
Andrew Bonavia (Level 3/4 BTE),

Minutes

Level 3/4:

Mechatronics was discussed and the question was raised as to whether feedback from mechatronics units should be brought to this committee. The chair indicated that this committee welcomes feedback relating to the mechatronics degree. The director of mechatronics will be kept informed of any feedback. Comments were made about the TRC3500 external lecturer being unfamiliar with Blackboard and not having a Monash email address. Upon further discussion it became apparent that another email address was provided by the lecturer in the first week and also that a postgraduate student was helping the lecturer with Blackboard access. There was some discussion about emails that were not responded to since they were sent to a Monash address rather than the address provided by the lecturer. These issues could be resolved directly with the lecturer after a lecture.

There were some concern raised about insufficient time to complete the ECE4075 lab test. The test ran for 75 minutes. The test results are not yet finalised so it is not clear whether or not this was an issue across the whole class.

Report writing and error analysis was raised as a deficiency in the course. A student commented that students may benefit from more formal training in this area and consistent requirements in all units for a uniform style of reporting. AP agreed to talk to the first year coordinator about introducing this material into ENG1030. The matter will be referred to the course review committee.

There was considerable discussion from students about the ECE4074 assignment requiring a disproportionate amount of effort to complete for the 15% assessment
weighting. A concern raised by DGH as level 3/4 coordinator was that students’ efforts in ECE4074 were affecting their performance in other units during the semester. The students reported that debugging design errors they made in attempting the assignment and their impact was consuming considerable time. There was discussion about the acquiring of the skills and experience associated with a rigorous design process and that the time lost doing this was beneficial in the long term. LK suggested that there could be some intermediate check points to detect errors earlier in the process. AP suggested that the effort required by the assignment would reap rewards in the final exam and felt the effort was justified. Plagiarism was also an issue with raising the assessment weighting. AP reported suggesting to students early in the semester that ECE4074 was not recommended for level 3 students since it required some prior design experience. DGH noted that we should design our electives to be suitable for level 3 and level 4 students since the course structure explicitly allows these electives in either level. The issue will be referred to the course review committee.

Some comments were made concerning the lack of feedback on grading of continuous assessment in ECE4087. LK will discuss this matter with the lecturer.

**Level 1/2**
No issues raised.

The meeting concluded at 2 pm.

**Next scheduled meeting:** Week 12 semester 2 2009