MONASH UNIVERSITY

DEPARTMENT OF ELECTRICAL AND COMPUTER SYSTEMS ENGINEERING

Student Staff Consultative Committee Meeting

The 1/2018 Student Staff Consultative Committee Meeting was held on Tuesday, 12:30 pm 20 March 2018 in 201/35 16 Alliance Lane.

Minutes

Staff:  A/Professor Lindsay Kleeman (Chair, Department Director of Teaching)
Professor Manos Varvarigos (Head of Department)
Ros Rimington (Academic Programs Manager)
Geoff Binns (Resource Manager)

Students Representatives:

Rory Sutherland (Society of Monash Electrical Engineers representative) - apology

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<tr>
<th>First name</th>
<th>Surname</th>
<th>Level</th>
<th>course</th>
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<tr>
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Minutes
Topics discussed in the meeting included:

The chair (LK) introduced the purpose of the committee and emphasised that the students present should understand their role to represent the whole student community and to actively solicit comments and suggestions from their fellow students. Student email addresses and levels will be published behind the authcate firewall to allow other students to feedback suggestions to the committee. The chair also outlined previous outcomes of the committee:

- After-hours access to laboratories in weeks 6-12 from 6 pm to 10 pm.
- Help desk support for students during lunchtime and evenings.
- Advertising the skill set of help desk demonstrators so student can target particular sessions for certain subject areas
- ECSE study rooms during exam periods.
- Provision of a renovated 4th year common room.
- Better training and selection of demonstrators for labs.
- Upgrading and new equipment for units
- Online support via anonymous student forums
- ECSE Hangout Moodle site for FAQs, enrolment information and job announcements
- Industry nights for student interaction with potential employers and local industry engagement with the undergraduate courses.

Level 2:
Topics raise in level 2 included feedback on the following units:

ECE2071: Students report that lectures and labs are going well.
ECE2031: The 2 hour labs were felt to be unduly time pressured for the material to be covered in the lab. The transition from first year was also highlighted as too rapid for the nature of the material. More circuits material was suggested to make up for the lack of ECE2061 that previously was in place.
ECE2191: from semester 2017. Student found the exam “brutal” and the level of difficulty much higher than the problem sets that were discussed in the tutorials during the semester. This student thought they had done poorly in the exam but claimed his mark must have been scaled for him to achieve the final mark he obtained.

Level 3/4:

ECE3073: Needs more helpdesk qualified people to help with questions since the scheduled labs are very busy. More hints are required during the lab sessions the assist in completion. Demonstrators are too busy marking off completed sections to help students with questions. The students felt that having a quiz at the completion of the lab would be a valuable learning tool, since it would highlight the required knowledge for the lab.

ECE3062: The electronics lecturer Jean-Michele was highly regarded. Students would appreciate more practical discussions about how to design particular circuits and solutions to real world problems. The skill of CAD PCB design was raised as something that is lacking and often required during work experience and internships. Various options were suggested including the IEEE Student Branch running week long training workshops.
ECE4122 was raised from last semester as a matter of concern in the student community since many students still need to complete this unit as a core whilst for the next cohort this unit is an elective. The chair re-assured the students that the unit was under major revision to improve the teaching methods, and in fact the unit will be “unflipped” to remove some of the major problems with quiz scheduling and lab synchronisation. The antenna project was mentioned as being too large and too late in the semester.

Final Year Projects: Industry sponsorship of projects was discussed and students would like to see more industry projects. The chair pointed out that there are indeed many such projects taken but these are privately arranged by students and companies and therefore not seen on the advertised lists since they were not available then to be allocated. Telstra was mentioned as sponsoring projects and the Monash Generator wanting a product focus for projects.

Geoff Binns concluded the meeting with a detailed briefing on the new TED building that is being planned for start of construction at the end of this year. It will house first year Engineering labs, FIT and makerspaces, startups and other reconfigurable project spaces.

**Next scheduled meeting: Week 12 Semester 1 2018**