DEPARTMENT OF ELECTRICAL AND COMPUTER SYSTEMS ENGINEERING

Student/Staff consultative committee:

The 2/2020 Student Staff Consultative Committee Meeting was held at 1pm on Tuesday May 26, 2020, via zoom.

ATTENDANCE

Staff:  Dr James Saunderson (Chair, Department Acting Director of Teaching),
         Professor Tom Drummond (Head of Department)
         Dr Wynita Griggs (Learning and Teaching Committee)
         Ros Rimington (Academic Programs Manager)
         Geoff Binns (Resource Manager)

Student representatives:

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<tr>
<th>Given Name</th>
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MINUTES

The notes below for each unit come from student comments collected by the representatives and the representatives themselves.

General comments:

- Overall feedback process (via feedback form, mentoring, SSCC) has been working
- Discussion about final assessments:
  - HoD summarized panel review process
  - Questions raised about whether mock exams/past papers will be provided? (follow up with UCs to ensure mock exams are made available)
  - Concerns raised about consequential marking, particular for eExams

Level 2:

- **ECE2071**
  - Done well. Moodle page neat and fantastic. Lectures structured well. Some find the unit challenging, but it is well organized, and people know where to get help.
- **ECE2131**
  - The unit is challenging. The main issue that has been identified is the videos. The videos, themselves, are good. But finding the videos can be difficult and figuring out what content they relate to is not well organized.
  - Students found the labs challenging. The lab walkthrough videos were much appreciated. These haven’t happened every week, and it is suggested that these be prioritised.

Level 3:

- **ECE3161**
  - Concerns raised about the scope and content of 12 hour exam
  - Suggested that a sample of what might be expected in terms of depth of response should be provided (followed up with UC)
  - There were issues early in the semester with lab reports, and particular the rubric for assessment. Towards the end of the semester students are more satisfied about how it has guided them to produce better lab reports.
  - Some students took multiple days to do labs, and are concerned that they will not have enough time to complete the final assessment
  - Some concern that one of the lecturers (who was new to lecturing the unit) did not manage time well. For instance, much of practical sessions was used up by lecture material that spilled over from the lectures.
- **TRC3500**
  - Positive feedback about how this unit has offered plentiful consultation hours.
- **ECE3051**
  - Labs are well run and good support is provided on Moodle. Some people don’t use the lab time appropriately, though. Marks are given for attending, rather than participation, which perhaps does not encourage spending time in the lab well.
Level 4 and 5:

- **ECE4045**
  - This unit could do with more guided/worked problems and more information/guidance about the final assessment. Adding a helpdesk session and/or a more traditional zoom tutorial-like session would be good. (HoD noted that there will be helpdesk sessions running in weeks 11 and 12)

- **ECE4042**:
  - Labs are run well and well resourced

- **ECE4044**:
  - The first lab was quite difficult, but the next three were quite easy.

- **ECE4099**
  - Some issues with lectures being uploaded late, students not knowing when the lectures would be uploaded or how many there would be. A lot of information is disseminated through tutorials, but not everyone attends. Posting of the Engine room weekly post has been sporadic. (Follow up with UC and lecturer.)

- **ECE5881**: This unit is running really well. Horace is spending all his time on the labs, which is a great use of time. Horace is doing his best.

The chair thanked representatives for the feedback.

**Next scheduled meeting: Week 4 Semester 2 2020**