

**Student Consultative Committee
School of Information Technology and Electrical Engineering**

Meeting 1/2021

24 March 2021

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1. Meeting Attendance

Present: **Staff** – Dr Chelsea Dobbins, Ms Karen Kinnear, Mr Matt Luscombe, Mr Richard Newport, Dr Peter O'Shea, Ms Alexandra Peake, Mr David Reeves, A/Prof Peter Sutton (Deputy HOS T&L)

Students – Anabelle Cooper, Joshua Cowper, Madhav Mishra, Riley Mosca, Therese Nieva, Kristian Thomassen, Finn Wedge, Mingxuan Zhou

Apologies: **Staff** – Dr Gianluca Demartini, Mrs Erin Hulme (School Manager), Ms Lorna Macdonald, Dr Larissa Meinicke

Students – None received

2. Nomination and election of Chair and Vice Chair of SCC

Therese Nieva was elected Chair.

Riley Mosca was elected Vice Chair.

All members of the Committee introduced themselves and were asked to encourage other students to join the Committee.

3. Confirmation of Minutes – Meeting 4, 2019

The Minutes of the meeting held on 25 September 2019 were taken as read and confirmed.

4. Business Arising from the Minutes

4.1 ITLC Furniture Feedback Report

There was no update regarding the furniture as the budget is currently on hold due to COVID-19 spending restrictions.

4.2 Sub-committee to define the SCC

There was no update. Many of the previous committee members have now graduated and the proposed semester-break planning meeting did not take place in 2019.

4.3 School plan for better mentoring and on-boarding

Peter O'Shea reported that he has been meeting with newer teaching staff to provide mentoring.

5. Matters for Consideration

5.1 Feedback Box / Facebook Page

- There was no feedback in the box.
- There was no feedback left on the Facebook page. Madhav Mishra advised that they are an administrator for the Facebook group.

5.2 Items from Representatives

5.2.1. Exam Review Sessions

Finn Wedge, President of EBESS, spoke of the review sessions that EBESS had run during SWOTVAC in previous semesters which involved hiring course tutors for two x two hour sessions with food provided between the sessions. Due to perceived conflicts of interest the decision has been made not to continue to offer the sessions. As the student feedback regarding the sessions was very positive EBESS would like to propose working on review sessions in conjunction with interested Course Coordinators whereby the Course Coordinator would provide the course content and EBESS would facilitate food and/or non-course specific activities.

5.2.2. SWOTVAC / Revision Week

Anabelle Cooper raised the lack of a revision week in previous semesters and said that some students had classes up until the end of teaching weeks followed almost immediately by the final exam. Anabelle also mentioned the lack of a coordinated approach and flexibility from the School as some Course Coordinators attempted to adjust assessment submission dates to accommodate the final exam date but some did not. It was highlighted that the School has little

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to no control over the final exam timetable and needs to seek permission in order to adjust assessment submission dates.

5.2.3. Quiet study space on Campus

Based on feedback from other students and their own experience, Anabelle raised the lack of quiet study spaces on Campus and said that this was leading to a sometimes challenging study experience due to the current mix of on-Campus and online classes. Students do not have places to go if they have an online class sandwiched between two on-Campus classes. It was acknowledged that the University is short on space and that there is not currently sufficient space for all tutors to conduct online classes. Peter Sutton said that this has been raised with Teaching Space Management and Facilities in an attempt to provide sufficient space for tutors to conduct online classes but that this will not resolve the students' issues. If tutors need a quiet space to conduct their online tutorials they should contact their Course Coordinators who can investigate booking rooms with the support of the Coursework Studies team.

5.2.4. Quality of Online Learning for External Students

Anabelle said that they have received feedback from other tutors who are concerned that the online students are not receiving the same quality experience and teaching as the on-Campus students. There was a general discussion about the differences, mentioned in particular was the unreliability of some students' internet connections and that most classes are taught via Zoom which requires a stable, high bandwidth connection. It was suggested that lower bandwidth communication options be explored.

5.2.5. Advertising SCC Meetings

Madhav queried how SCC meetings are advertised and suggested that slides could be sent to Course Coordinators to include in lectures prior to each meeting. Madhav will contact the School to discuss creating and sending through some slides.

MM

5.2.6. Positives

Peter O'Shea asked whether anyone had any positive feedback to share. Anabelle said that students are very happy to be back on Campus. Mingxuan Zhou said that, as a first year student, the responsiveness of the Piazza and Ed platforms has been very helpful so far. Madhav said that there has been some good feedback from other students about the new Course Coordinators.

5.2.7. Diversity, inclusiveness, disability

Anabelle referred to the minutes from the previous meeting and the discussion regarding Diversity, Inclusiveness and Disability and asked whether any measures had been adopted following that discussion. Alexandra Peake advised that this matter had not been followed up due to the 2019 committee members graduating and the COVID19 lockdown. Anabelle provided some background to the previous discussion highlighting, in particular, that tutors felt that more training should be provided to them; particularly for supporting and accommodating students with student access plans and dealing with difficult students. It was agreed that the matter would be held over until the following meeting so the School can provide a response.

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5.2.8. Feedback questionnaire on ITEE SCC webpage

Josh Cowper queried who monitors the feedback forms on the ITEE website and whether they are checked regularly (as one mentions 2020). The School is to follow up and advise.

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6. Next Meeting

The next meeting is due to take place in Week 10, 5 May, 2021.