



SCHOOL OF INFORMATION TECHNOLOGY AND ELECTRICAL ENGINEERING

STUDENT CONSULTATIVE COMMITTEE

The next meeting will be held as follows:

DATE: Wednesday, 24 March, 2021

TIME: 12:00 pm to 1:00 pm

VENUE: Room 50-N201 and via Zoom

NOTE: *This meeting is being recorded solely for minute taking purposes. Please let the Chair know if you want the recording stopped at any stage during the meeting.*

24 March 2021

AGENDA

01/21

1. **Apologies (Please email apologies to enquiries@itee.uq.edu.au)**
2. **Nomination and election of Chair and Vice Chair of SCC**
3. **Confirmation of draft minutes of meeting held on 25 September 2019**
4. **Matters Arising from the Minutes**
 - 4.1 ITLC furniture feedback report
 - 4.2 Sub-committee to define the SCC
 - 4.3 School plan for better mentoring and on-boarding
5. **Matters for consideration**
 - 5.1 Feedback Box/Facebook Page
 - 5.1.1 Feedback from the Box or Facebook page
 - 5.2 Items from Representatives
 - 5.2.1 Exam Review Sessions
6. **Other Business**
7. **Next Meeting**

**SCHOOL OF INFORMATION TECHNOLOGY AND ELECTRICAL ENGINEERING
STUDENT CONSULTATIVE COMMITTEE**

01/21

24 March 2021

- 1. Apologies received to-date:**
Staff: Mr Richard Thomas
- 2. Nomination and election of Chair and Vice Chair of SCC**
 - 2.1 Election of Chair and Vice Chair**
The Chair of this committee will lead meetings and serve as the SCC member on the ITEE School Teaching and Learning Committee. The Vice Chair will serve as a 'back-up' and support the Chair.
- 3. Confirmation of Minutes**
 - 3.1 Acceptance of previous minutes**
Previous minutes will be accepted for publication and uploaded to the ITEE Website.
- 4. Business Arising**
 - 4.1 ITLC furniture feedback report**
Update on the ITLC furniture feedback report.
 - 4.2 Sub-committee to define the SCC**
Update regarding the sub-committee.
 - 4.3 School plan for better mentoring and on-boarding**
Update from the School regarding mentoring of new Course Coordinators.
- 5. Matters for consideration**
 - 5.1 Feedback Box/Facebook Page**
 - 5.1.1 Feedback from the Box**
Any items from the box will be noted here.
 - 5.2 Items from Representatives**
 - 5.2.1 Exam Review Sessions**
EBESS run exam revision sessions.
- 6. Other Business**
- 7. Next Meeting**