

Minutes of the meeting (3/11) of the **COMPUTER SCIENCE AND ENGINEERING TEACHING COMMITTEE** held at 2:00pm on **Friday, 5 August 2011**, in Room 103 (HoS Meeting Room), Computer Science Building.

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**Present** Profs A Sowmya, J Xue  
AProfs M Pagnucco, K Robinson  
Drs A Blair, B Gaeta, H Guo, T Lambert, E Martin, J Shepherd  
Mr P Ho

**Absent with Apologies** Profs P Compton, S Parameswaran  
AProf R Buckland  
Mr S Li

**In Attendance** AProfs A Ramer, W Wilson

Present / Quorum: 11 / 6  
Attendance Rate: 13 / 17

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## 1 APOLOGIES AND WELCOME

RB sends his apologies and request to hold meetings earlier, to finish up by 3 PM. Discussed, will try to accommodate.

## 2 MINUTES OF PREVIOUS MEETING

### aug01. RESOLVED

resolved that it be approved

## 3 BUSINESS ARISING FROM PREVIOUS MINUTES

3a.

- Program leaders are requested to look at their honours formula for computing Honours- this will come up next year in the context of AQF.
- Thesis coordinator reminded to look into policy on external examiners for thesis- again AQF, also benchmarking against G08
- NP has resolved GENE8000 issues and new course proposal completed
- breadth and depth electives were discussed again. Postgraduate electives and conversion of some courses into hybrid electives was raised by EM as a pending issue. AB, HG and CN to look into undergrad electives, EM and AS into postgrad electives and to report back at next meeting
- KR stated that SE revision was mostly complete on MAPPS
- JS has already updated grad attributes in WebCMS course outline template
- JS's replies to MAPPS issues was tabled by AS; all further issues to be reported to MAPPS team
- RB reminded again to talk to Dt at EET about COMP1921's place in EET programs.

5. Both courses on MAPPS

**Aug02. Action required by Dr. Hui Guo, Dr. Bruno Gaeta, AProf. Ken Robinson, Dr. Timothy Lambert, AProf. Salil Kanhere, Dr. Alan Blair, Miss. Cassandra Nock, Dr. Eric Martin, Prof. Arcot Sowmya and AProf. Richard Buckland**

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2. Thesis coordinator reminded to look into policy on external examiners for thesis- again AQF, also benchmarking against G08
3. AB, HG and CN to look into undergrad electives, EM and AS into postgrad electives and to report back at next meeting
4. RB reminded again to talk to DT at EET about COMP1921's place in EET programs.

#### **4 ARRANGEMENT OF AGENDA**

#### **5 REPORT FROM CHAIR, TC**

##### Accreditation

- ACS draft report: MP and AB reports that there are no factual errors in the draft report.
- EA report: no word as yet

##### Program Simplification

- process is now complete and approved, major changes
- BE BA now 5.5 years unless engineering student takes a math minor, which then makes it 5 years.
- Software Engineering, BE BCom now 5.5 years
- BE (CE) LLB is now 6.5 years but DC is looking at ways to reduce the time to 6 years by a) losing 2 year 1 electives (this removes first year flexibility); and b) having a combined 24 UoC thesis that combines engineering and law topics.
- All the program changes are being put into MAPPS

##### MAPPS and AARDVARK

- AARDVARK is a student advisory system used by students for self-help but its effectiveness is reliant on a set of program rules and information that is in MAPPS.
- Doubts as to whether all the program rules have been entered into AARDVARK correctly by all the Schools in the Faculty.
- The School office and program directors will probably have to check that our program rules have been entered in correctly and any problems should be directed to DC by July 7.
- Request from DC that academics should get all our learning outcomes right as well as creating a cover sheet when new courses are proposed on MAPPS. The coversheet is a summary of your course and that is the information that is circulated to all the committees.

##### AQF Rules, issues raised:

- What percentage of 4th year thesis is considered research and is that sufficient to warrant honours? Suggested figure of between 33-50% research content or roughly 18-24 UoC.
- Is it necessary for all engineering students to do an honours project? Currently yes, but can it be substituted for something else? There is also a related issue on the external examination of 4th year thesis. No further resolution possible without the Thesis Coordinator present.

##### Our Courses:

- COMP6731 has been approved, the Faculty Education Committee has endorsed the course and it doesn't have to go before the Standing Committee. The approval has not been reflected in MAPPS as yet.
- Approval of electives raises questions about whether such electives are affordable; are the electives part of a curriculum structure, if so, are the students aware of this?
- School should undertake a review looking at:
  - what to do with courses that have not been run in a while;
  - categorising course according to breadth versus depth and professional electives;
  - what to do with multiple electives, how useful are these to students, and what guidance

and documentation should we provide students?

- Morri suggests that perhaps research groups also contribute to this review process.
- It was noted that the School office may already have the electives grouped. AB was nominated to liaise with the School office to conduct the review.
- EM will look at the PG elective courses, need to be cautious of double badged courses.

Undergraduate Studies Committee (14 Jul)

- BE/MBioMed: as part of the program simplification, 12 UoC of general education is required. This blanket rule applies to all Combined Masters programs.
- BIS: there are significant changes as a result of the program simplification process, it is now a full major. This has had an impact on the SE program and students have been advised to move over to the new program. KAR has spoken to Jennifer Harris from ASB, SE students undertaking a combined program with BCom will be handled as a standard BE BCom, 5.5 year program.

Academic Board meeting (2 Aug)

- VC reports that International numbers are fine for S2; the Engineering Faculty is considered as one of the University's strength; given the University's performance, the University is underrated by reputation.
- AUQA, recommendations:
  1. Sort out our Transnational education
  2. Individual Schools should comply with HDR student facility provision (PhD students not getting space etc). Morri indicates that an external space audit shows that our students are well provided for. However, we have 21 new PhD students starting this semester, which we are having difficulty finding desks for them.

PCC report

- AQF raised issues for 1, 1.5 and 2 year masters and what they represent; some directions are being given by the AQF.
- Masters program revisions will be taking place in 2012 and have to be in light of the AQF recommendations.

International student experience:

- main issues are money, accommodation, transport and making friends. What can we do to make things better for these students?

## **6 NEW COURSE PROPOSAL**

GSOE9610 Extended Engineering Decisions, proposed by AR

- proposal has been reviewed previously and suggested changes have been incorporated into the current proposal
- the current proposal only has one learning outcome and it was suggested that additional learning outcomes be identified and the proposal updated.

**APPROVED**

## **7 BUSINESS WITHOUT NOTICE**

ACS accreditation draft report

- Morri has responded to ACS confirming that there are no factual errors in the draft report.

Spatial Surveying Info School (SSIS)

- Morri suggest that we consider creating a pathway for some of our undergraduate students to do some of their courses, in return they will send some of their students to do some of our courses.
- Is there also an opportunity to create a Masters level Geolocation services program that might be suitable as a retraining type of degree. This may in turn attract students towards a more CS specialisation. Morri and Eric will put something together.

COMP3711/INFS Project Management Course

- Morri reports that this course has a high CATEI rating with INFS students whilst it has a low CATEI rating with our students
- Different student backgrounds may account for the difference in CATEI ratings
- Students have raised an issue with Turnitin's license and the retention of student's IP: Turnitin's does not retain the IP of any submitted work. Turnitin only reserves the right to retain the IP for "communications" made by email and on their blogs. Students' concerns are not founded.

#### Entrepreneurial course across the year

- Morri suggests that we might have some sort of entrepreneurial course that runs across the years (much like the SE workshops).
- Run as a mentor styled 3 uoc/semester course with involvement from industry.
- The course should be available to all students
- It would encourage students wanting to work in the research or startup space.
- Such a course can be proposed at anytime but may not make it in the Handbook.
- Recognition that this might meet the ACS's idea of a "capstone" course.
- Students with a startup may be given some space and a desk for up to a year as support.

#### Nokia

- Nokia has approach the School hoping to get more people to use their development platform.
- They have a program that students can sign up to and they can develop apps and put it up on their apps store.
- Is this something we want to do?
- CSESOC might be a more appropriate channel but have to be careful of branding.

#### Strategic planning

- Research Groups should think about courses/planning

#### Space

- Morri reports that BET wants our lab space on the main walkway. They want to give the space to Architecture. We'll be arguing that although our numbers have decreased, the total number of students that we teach has not; and we've already given up four labs on the 3rd floor of EE&T. If we are forced to give up the space, we'll need to get something in return.

## **8 ANY OTHER BUSINESS**

## **9 NEXT MEETING**

Next meeting 1pm-3pm (sandwiches supplied)