

Staff-Student Consultative Committee
Minutes for Meeting No. 2 of 2013/2014

Date: 27th March, 2014

Time: 1.30pm

Venue: Room 518, CYM Physics Building, HKU

Present:

Dr. J.J.L. Lim (Chairman, Staff representative)

Dr. X.D. Cui (Staff representative)

Dr. F.C.C. Ling (Staff representative)

Dr. M.K. Yip (Staff representative)

Ms. Poon Kit Chi (Physics Society representative)

Ms. Chan Yuk Ying (Physics Society representative)

Mr. Wong Yuen Hing (1st year representative)

Mr. Cheung Hiu Fung (2nd year representative of the 3-year curriculum)

Mr. Li Jun Hao (2nd year representative of the 4-year curriculum)

Mr. Chiu Kin Kwan (3rd year student representative)

Mr. Lam Chi Chung (Secretary, Postgraduate student representative)

Absent:

Dr. J.C.S. Pun (Staff representative)

1. Future usage of a vacant room for students

- All student representatives reported their peers' preference for the vacant room to be used as a computer room.
- Staff representatives reported that room 312 would be vacated earliest in mid-April 2014 and operational in the coming summer. Because the renovation of and computer equipment in the room is funded by the University, the room cannot be restricted to Physics students only. It is intended that this room be operated 24 hours a day. About 10 computers and a projector will be installed in the room. It is anticipated that the room will be monitored by a CCTV, and a University card access system will be installed, although the exact details are still under discussion. Past experience suggests that provision of a printing service in the room will likely result in abuse and other complications, it is unlikely that a printer will be installed in the room. Printing services might be provided during office hours via a network printing service to the Department office.
- *Action item:* student representatives should consult and report their peers' preference on the type of operation system to be installed on the computers by 27th April, 2014.

2. Feedback from postgraduate representative
 - *Concern:* the only key to the pantry owned by the postgraduate students is missing.
 - *Deliberation:* It is very common for students to remain after office hours, when the pantry will be locked for security reasons but students should be allowed to access the pantry at night.
 - *Solution:* the postgraduate student representative should request a replication of the pantry key from the Department office.

3. Feedback from 3rd year student representative
 - No concerns to report

4. Feedback from 2nd year representative of the 3-year curriculum
 - *Concern:* several courses sometimes use lecture hours for tutorials
 - *Deliberation:* depending on the course, this can be against university regulations
 - *Solution:* the Chairman will raise this issue in Department meetings. Concerned students can also contact the Head of Department directly.

 - *Concern:* Lab reports of 2nd year (3-year curriculum) courses are not returned to students.
 - *Deliberation:* The SSCC deems it reasonable that the lab reports should be returned to students.
 - *Solution:* a committee staff member will raise this concern with Prof. H F Chau.
 - *Follow-up action:* this issue has been raised with Prof. H F Chau. The reason why the lab reports have not been returned to students is because of concerns about copying, as the same lab classes are scheduled in different sessions for different groups of students. Prof. Chau agrees to handing back the marked lab reports at the beginning of the examination week.
 - *Follow-up action item:* representatives consult their peers to see if returning reports at the beginning of the examination week acceptable, and if not then when.

5. Feedback from 2nd year representative of the 4-year curriculum
 - *Concern:* Marked examination papers are not returned to students. The scores may be very different from students' expectation and they will not know the reason.
 - *Deliberation:* Indeed students can learn a lot from the examination but releasing the scores and the marked examination papers are strictly forbidden by University regulations.
 - *Solution:* Course coordinators cannot distribute the marked examination papers but may show students the solution to examination questions.

 - *Concern:* students would like earlier announcement of course offerings
 - *Deliberation:* The Curriculum Committee is aware of this issue
 - *Solution:* a draft is already submitted to the Faculty. It will be released as soon as it is finalized.
 - *Follow-up action item:* staff representative to consult Curriculum Committee on whether drafts can be made available very early to students, with the understanding that the posted

course offerings are only drafts until approved by the University. The issue has been put to the Curriculum Committee.

6. Feedback from 1st year representative

- *Concern*: pre-requisites of some courses are not accurately or sufficiently specified
- *Deliberation*: use of mathematical tools new to students (e.g. Calculus) help illustrates important concepts in Physics. Complicated calculation is rarely involved in 1st year courses.
- *Solution*: special tutorials may be given in the beginning of the semester to help students strengthening their mathematical skills.

7. Feedback from Physics Society representatives

- Reported there will be no executive committee members in the year 2014-2015.

8. Date of next meeting

- The next meeting is tentatively scheduled early next year's 1st semester but if any representatives think another meeting in this semester is necessary then one could be arranged.

The meeting was adjourned at 2.30pm

Daniel Lam (Secretary and postgraduate student representative)

3rd April, 2014