

**Staff-Student Consultative Committee
Minutes for Meeting No.1 of 2008/2009**

Date: Monday, Oct 20, 2008

Time: 4:08pm

Venue: CYMP 518A Department Library

Present:

Dr. K.M. Lee (Chairman, Staff Representative)

Dr. X.D. Cui (Staff Representative)

Dr. H.S. Wu (Staff Representative)

Ms. Anna Chen Yuk Nga (Postgraduate Representative)

Mr. Yu Hoi Fung (Third Year Student Representative)

Mr. Tse Ting Yan (Second Year Student Representative)

Mr. Chan Tsz Man (First Year Student Representative)

Mr. Chow Tat Ming (Physics Society Representative)

Mr. Chan Chi Chung (Physics Society Representative)

In Attendance:

Dr. H.F. Chau

Apologies:

Prof. J. Wang (Staff Representative)

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

1. Comments from the first year student representative.

First year representative pointed out that both the Physics Society room and the computer room have been closed. They would like to have a common room for studying and gathering.

Dr. Lee informed the students that a new computer room, Rm 312, is under renovation. It will be open in a month or two.

2. Comments from the second year student representative.

Second year representative commented that some of his classmates have not taken the first year laboratory course PHYS1411 Introductory Experimental Physics last year. Now, the course has been canceled and they cannot take it anymore.

Second year representative asked why the Department cancels the second year laboratory course.

Dr. Lee said that Department believes that in terms of academics, it is better to attach the experiments to the related courses, instead of grouping them together.

Dr. Chau also pointed out that the four year curriculum will be implemented in 2012. It is a world trend that in four year curriculum, experiments are integrated into the related courses. We are just doing this earlier.

Second year representative complained that some of his classmates have laboratory sessions in two consecutive days. They have to work late two days in a row.

3. Comments from the third year student representative.

Third year representative supports the first year representative's request of a room for studying.

Dr. Lee said that on behalf of the students, he will request the Department to let students use Rm 522 now and during the examination period in December, but under some regulations on keeping the room tidy and clean.

4. Comments from the postgraduate student representative.

There were no comments from the postgraduate student representatives.

5. Comments from the Physics Society representative.

Physics Society representatives requested to use Rm 522 even after the office hours.

Dr. Lee said that he will convey the request to the Department.

6. Comments from staff representatives.

There were no comments from the staff representatives.

7. Any other business.

Dr. Chau briefed the committee members on the new Student Evaluation of Teaching questionnaire approved by the Teaching and Learning Quality Committee of the University. They have decided most of the questions, which are mainly about the feeling of the students on the

course. The Department can put in four more questions. The Undergraduate Affair Committee of the Department proposed the following and asks for comments.

- The tutorials were well organized to help me achieve what I was expected to learn and achieve in this course.
- The tutor's presentations and explanations in the tutorials helped me.
- The laboratory sessions were well organized to help me achieve what I was expected to learn and achieve in this course.
- The tutor's presentations and explanations in the laboratory sessions helped me.

Dr. Wu commented that just like other questions, there should be 5 options (strongly disagree, disagree, neutral, agree, strongly agree) for the four questions.

Dr. Chau proposed to add one more option "Not applicable".

Mr. Chow pointed out that if students do not attend enough lectures or tutorials, their opinion should not be taken seriously. He also proposed to ask the students' attendance in the questionnaire.

Dr. Chau agreed to draft the four questions again and circulate them for comments. He also proposed, and we agree, to discuss the questionnaire in this Committee every semester.

8. Date of next meeting.

It was agreed to hold the next meeting on Nov 10, 2008 at 4:15pm.

The meeting was adjourned at 4:55pm.

Kai-Ming Lee
Chairman
Oct 20, 2008