

Minutes for 1998 Staff-Student Consultative Committee Meeting No. 8

Date: Thursday, November 12, 1998

Time: 5:00 p.m.

Place: Seminar Room 522, Physics Building

Present:

- [Mr. Terry Boyce](#) (Staff Representative & Chairman)
- [Dr. Chau Hoi-fung](#) (Staff Representative)
- [Dr. Wang Zidan](#) (Staff Representative)
- Mr. Nigel Chan Chun-pong (1st Year Representative)
- Ms. Mavise Lo (2nd Year Representative)
- Ms. Catherine Chan Ho-yuet (3rd Year Representative)
- Mr. Kelvin Lai Yiu-yan (Postgraduate Representative & Secretary)

Absent:

- [Dr. J. Wang](#) (Staff Representative)

Agenda Items**1. Ratification of committee membership.**

The [new committee membership](#) was ratified by all present.

2. Amendments to the constitution.

A [new constitution](#) was unanimously approved by amending the section on staff representatives in the [old constitution](#) as follows:

To change "Head of Department and three members of staff by election from department staff meeting" to "Four members of staff by election from department staff meeting."

3. Confirmation of the previous minutes

The minutes of the previous meeting ([98/07](#)) were confirmed as correct.

4. Matters arising from the previous minutes

With reference to Item 3.iii, Mr. Boyce reported that an area for urgent notices had not yet been provided. He agreed to remind the Department of its commitment and also suggested that use be made of e-mail for communication with students.

5. Comments from student and staff representatives**i. Comments from the first year representative**

Mr. Chan reported that students were experiencing problems with the teaching of PHYS0102 Experimental Physics. In particular, he reported that most students are unable to follow the presentation by Y.Y. Shan (currently filling in for Dr. Fung). Mr. Boyce suggested that students should make their difficulties known to the lecturer and also to make use of the Help Desk in the Physics Department.

ii. **Comments from the second year representative**

Ms. Lo asked whether taking attendance at lectures was compulsory, since some lecturers do this. Mr. Boyce explained that while attendance at lectures was not compulsory, some lecturers like to have a record of attendance as useful information.

iii. **Comments from the third year representative**

Ms. Chan reported on the lack of computers available to 2nd and 3rd year students, especially in relation to their C++ and Mathematica classes. She asked whether the computer facilities in the Studio Teaching Laboratory (Room 311) could be made available to students. Dr. Wang commented that the priority use of this room was for studio teaching. However, Mr. Boyce said that he would raise the matter at the next staff meeting to see whether or not these facilities could be made available to students.

iv. **Comments from the postgraduate representative**

Mr. Lai asked whether the results of the student evaluations with regard to demonstrators could be made available to them. The staff representatives agreed that such a provision was highly desirable and Mr. Boyce agreed to raise this matter at the next staff meeting.

v. **Comments from staff representatives**

Dr. Wang expressed concern about the poor attendance at early morning classes. Mr. Boyce suggested that staff who were concerned about this problem could introduce various incentives to encourage students to attend classes (e.g. to give lecture handouts only at classes, to make class discussions count towards course assessment etc..).

Dr. Chau raised the problem of students bringing mobile telephones and pagers into classes and suggested that students should switch off these devices before coming into class. There was general agreement that this type of behaviour was undesirable and general support for Dr. Chau's suggestion.

6. **Date of next meeting**

It was agreed to hold the next meeting on Thursday, December 3rd at 5:00 p.m.

The meeting was adjourned at 5:35 p.m.

Mr. T. C. Boyce
Chairman

November 17, 1998