

Minutes for 1999 Staff-Student Consultative Committee Meeting No.6

Date: Thursday December 2, 1999

Time: 3:00 p.m.

Place: Rm 522(Seminar Room), Chong Yuet Ming Physics Building

Present:

- [Mr. Terry Boyce](#) (Staff Representative & Chairman)
- [Dr. Chau Hoi-fung](#) (Staff Representative)
- [Dr. Wang Zidan](#) (Staff Representative)
- Mr. Ma Pui Wai (1st Year Representative)
- Ms. Michelle Cheung Suet Yee (2nd Year Representative)
- Mr. Mike Lam Ho Yan (3rd Year Representative)
- Mr. Sazabi Chin Hong Yu (Postgraduate Representative & Secretary)

Absent:

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

1. Confirmation of the previous minutes

The minutes of the previous meeting ([99/05](#)) were confirmed as correct.

2. Matters arising from the previous minutes

- i. With reference to Item 3.i, Mr. Boyce reported that the Department had adopted a policy of converting all lecture notes into Web format, but that it would take time to complete the process.
- ii. With reference to Item 3.ii, Ms. Cheung reported that the problem with the course tutor for PHYS2323 Quantum Mechanics had not been resolved and that the tutor could not now be found. She said that she was especially concerned over the matter because of examinations approaching. Mr. Boyce replied that he would contact the course coordinator and the chief demonstrator to try and resolve the issue.

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

Mr. Ma asked whether Room 311 (the multi-media laboratory) could be made available for student use during office hours. Mr. Boyce replied that since this room was equipped with many expensive items of equipment, the problem was one of security and providing manpower to supervise the use of the room. Dr. Chau suggested that a compromise might be to make the room available during the revision week in each semester. Mr. Boyce agreed to raise the matter with Prof. Cheng, the Acting Head of Department.

ii. Comments from the second-year representative

There were no comments from the second-year representative.

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

Mr. Lam reported that Room 527 (the Faculty Computer Lab) was becoming quite crowded and was being used by non-physics students. Mr. Boyce replied that this room was allocated for use as a Faculty facility and was open to all university students, but that if it became overcrowded this could be brought to the attention of the University. Dr. Wang added that in such case a request could be made to the Faculty Computer Committee for funds to expand the facility.

iv. **Comments from the postgraduate representative**

Mr. Chin reported that postgraduate students felt that the 70% attendance requirement at seminars was too high and that many seminars were not related to their research. He asked whether it would be possible to specify the actual number of seminars to be attended. Mr. Boyce replied that with an average of about one seminar a week, and an annual total of about 30, a 70% attendance requirement did not seem too high. However, he agreed to raise the matter at the next staff meeting. He also said that relevancy to research was not essential and that, on the contrary, the purpose of the course was to broaden the knowledge-base of postgraduates. Dr. Wang added that to help in this respect it would be a good idea to ask speakers to spend the first ten minutes or so of a seminar to give a broad introduction to the subject for those people not familiar with the particular area of research.

v. **Comments from staff representatives**

Dr. Wang Zidan reported that since the matter had been raised at the last committee meeting there had been a marked improvement in student behaviour when leaving lectures.

Date of next meeting

It was agreed to hold the next meeting at 3:00 p.m. on Thursday, February 17.

The meeting was adjourned at 3:24 p.m.

Mr. T. C. Boyce
Chairman

December 2, 1999
