

# Minutes of Staff-Student Consultative Committee Meeting No. 02/04

**Date:** Wednesday September 25, 2002

**Time:** 3:00 p.m.

**Place:** Physics Department Library, 518A Chong Yuet Ming Physics Building

## **Present:**

Terry Boyce (Staff Representative & Chairman)

Francis Ling Chi Chung (Staff Representative)

Raymond Tsang Hei Man (*vice* 1st Year Representative Martin Mak Ka Fai)

Kenneth Chan Lik Tan (*vice* 2nd Year Representative Yuen Shuk Man)

Andy Leung Hoi Cheung (3rd Year Representative)

Simon Hui I Pui (Postgraduate Representative & Secretary)

## **Apologies:**

Xie Mao Hai (Staff Representative)

Wang Jian (Staff Representative)

### **1. Confirmation of previous minutes**

The previous minutes (02/03) were confirmed as correct.

### **2. Matters arising from previous minutes**

There were no matters arising from the previous minutes.

### **3. Comments from student and staff representatives**

#### **i. Comments from the first-year representative**

There were no comments from the first-year representative.

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

- (a) The 2nd-year representative reported that students felt there were too many courses in the first semester.

[Further investigation revealed that the ratio of courses between first and second semesters is 12 to 10. At the staff meeting it was agreed that this was an acceptable ratio]

- (b) **The 2nd-year representative** complained of a timetable clash between core courses in mathematics (Math 2301 Algebra I and Math2401 Analysis I) and physics (PHYS2221 Introductory Solid State Physics).

[Further investigation revealed that PHYS2221 can be taken in either the second or third year and thus a clash can be avoided. Furthermore, from next year PHYS2221 is an elective course and no clash will occur.]

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

The 3rd-year representative complained that students were not informed in sufficient time of timetable changes for PHYS2225 Solid State Devices.

[The course coordinator, M.H. Xie, agreed that a misunderstanding had occurred between the Department and the Faculty of Science, which resulted in the course being wrongly scheduled on the Faculty timetable that was sent to students. He apologized for the error. It was agreed that course coordinators should check the Faculty timetable more carefully for possible errors.]

### **iv. Comments from the postgraduate representative**

There were no comments from the postgraduate representative.

### **v. Comments from the staff representatives**

T. Boyce raised the matter of the Physics Society Common Room (CYM 207), in particular the lack of suitable arrangement for access by students and the poor condition of the room.

[At the staff meeting it was agreed that the room should be made accessible at all times to all physics students, i.e. the room should not be locked. It was further agreed that the Department would provide a security lock for the computer located in the room. It was also agreed that an inspection be made of the room in two weeks time to ensure that improvements have been made.]

At the staff meeting, it was also reported that some postgraduates were requesting the pantry to be left open at all times. However, due to previous experience with misuse of the facilities provided in the pantry, it was agreed that the pantry would be open only during office hours, but that all postgraduates could apply to have a key.

## **4. Any other business**

There was no other business.

**5. Date of next meeting**

It was agreed that the next meeting of the Staff-Student Consultative Committee will be held at 3:00 p.m. on the Wednesday prior to the next staff meeting.

The meeting was adjourned at 3:30 p.m.

Terry Boyce  
Chairman

September 30, 2002