

Minutes of Staff-Student Consultative Committee Meeting No. 02/05

Date: Wednesday November 20, 2002

Time: 3:00 p.m.

Place: Room 522, Chong Yuet Ming Physics Building

Present:

Terry Boyce (Staff Representative & Chairman)
Francis Ling Chi Chung (Staff Representative)
Andy Leung Hoi Cheung (3rd Year Representative)
Simon Hui I Pui (Postgraduate Representative & Secretary)
Wang Jian (Staff Representative)
Xie Mao Hai (Staff Representative)

Absent:

Martin Mak Ka Fai (1st Year Representative)
Yuen Shuk Man (2nd Year Representative)

1. Confirmation of previous minutes

The previous minutes (02/04) were confirmed as correct.

2. Matters arising from previous minutes

In relation to Item 3 v, T. Boyce reported that a visit to the Physics Society Common Room (CYM 207) revealed that the room was only opened when a committee member was present (contrary to the recommendation of the Department of Physics) and that it was rather untidy.

[Post-meeting note: At the staff meeting on November 22, it was reaffirmed 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 will provide a filing cabinet for storage of small items and security locks for the computer and printer.]

3. Comments from student and staff representatives

i. Comments from the first-year representative

The first-year representative was not present at the meeting.

ii. Comments from the second-year representative

The second-year representative was not present at the meeting.

iii. Comments from the third-year representative

The 3rd-year representative reported that non-Science students using printing facilities in the Computer Laboratory, CYM 527, were frequently experiencing paper jams, but failing to report them to the Physics Office. It was agreed that a much larger notice should be placed above the printer asking students to report problems immediately to the Physics Office.

[Post-meeting note: At the staff meeting on November 22, it was pointed out that since the Computer Laboratory was about to be relocated and access controlled, the problem of non-Science students using the computing facilities should disappear]

iv. Comments from the postgraduate representative

There were no comments from the postgraduate representative.

v. Comments from the staff representatives

There were no comments from the staff representatives.

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 (probably in January).

The meeting was adjourned at 3:10 p.m.

Terry Boyce
Chairman

November 24, 2002