

Minutes for 1997-98 Staff-Student Consultative Committee Meeting No. 7

Date: Thursday, April 16, 1998

Time: 3:30 p.m.

Place: Seminar Room 522, Physics Building

Present:

- Dr. T. C. Boyce (Chairman, Staff Representative)
- Prof. K. S. Cheng (Staff Representative)
- Mr. William Ho Wing Kwong (2nd Year Representative)
- Mr. Patrick Kwok Fuk Yick (3rd Year Representative)
- Dr. Z. D. Wang (Staff Representative)
- Dr. J. Wang (Staff Representative)
- Ms. Mavise Lo (1st Year Representative)
- Mr. Yip Man Kit (Postgraduate Representative & Secretary)

1. Confirmation of the previous minutes

The previous minutes were confirmed as correct with minor corrections.

2. Matters arising from the previous minutes

With reference to Item 3.ii, Prof. Cheng reported that the notice boards have been purchased and will be installed soon.

3. Comments from student and staff representatives

i. Comments from the first year representative

Ms. Lo expressed concern about the course 25133 Modern Physics, as the pace is too fast and there is a lot of homework given by the lecturer. She noted that the tutors are helpful and enthusiastic.

Dr. Boyce pointed out that language is one of the main blocks for students' learning and understanding of the course. He further mentioned that there are three lectures per week this year, and the situation will be improved in the coming academic year. There will be two lectures only in each week and tutorial classes will be held specifically for that course.

ii. Comments from the second year representative

Mr. Ho concluded the performance of the department in this academic year as satisfactory. He reported that there were no major problems in the courses. He suggested that students should use e-mail to communicate with the department or giving comments.

iii. Comments from the third year representative

Mr. Kwok reported that the place and time for classes changed frequently throughout

this year. For example, he found no announcement for the cancellation of a class until he went to the classroom that day. He pointed out that inadequate announcements for students caused them to miss many classes.

Mr. Yip suggested that the department should have a special corner in the notice board for 'Urgent Announcements'. Students should take a look at that board whenever they come to the department.

Dr. Boyce suggested that 'Urgent announcements' could be incorporated into the homepage of our department. He emphasized that using e-mail would be a good approach for doing this.

Mr. Kwok reported that the handouts for students' photocopying often disappeared from the department.

Prof. Cheng suggested that whenever students borrow handouts from the department, they should leave their student I.D. card. They could get their I. D. card back when they return the handouts.

iv. **Comments from the postgraduate representative**

Mr. Yip expressed his concern about the general accommodation for demonstrators, as the rooms are too crowded.

Prof. Cheng reported that postgraduate students preferred to have their office on the 5/F, because it is close to their supervisors' offices. The crowded environment would be improved after the completion of the Biology building, when more space may become available. He suggested that if the situation is too poor, he would consider using the corridors, and he gave the Chemistry department as an example. He said that the situation should improve since the department will take less postgraduate students in the coming years under the new policy of the university.

v. **Comments from staff representatives**

Dr. J. Wang expressed concern about the discipline of the students during classes. He reported that students are too noisy in class. He emphasized that students are allowed to raise questions whenever they find difficulties, but few people make use of this opportunity.

Prof. Cheng expressed his view about the questionnaires for each course. He realized that the processing time for the questionnaires is too long by the social science research center. He asked whether our department could process it by ourselves so as to shorten the processing time and obtain the results as soon as possible.

4. **Date of next meeting**

The date of the next meeting was tentatively scheduled for sometime towards the end of October, after the elections of student representatives for the next academic year.

The meeting was adjourned at 4:10 p.m.

Dr. T. C. Boyce

Chairman

April 25, 1998