

Minutes for 1998 Staff-Student Consultative Committee Meeting No. 9

Date: Thursday, December 3, 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. J. Wang](#) (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)

Agenda Items**1. Confirmation of the previous minutes**

The minutes of the previous meeting ([98/08](#)) were confirmed as correct.

2. Matters arising from the previous minutes

(a) With reference to Item 4, Mr. Boyce reported that an "urgent notice" section had been added to the notice board on the 5th floor of the Physics Building.

(b) With reference to Item 5(i), Mr. Boyce confirmed that course evaluation results relevant to course tutors would be circulated to tutors.

(c) With reference to Item 5(iii), Mr. Boyce reported that he had discussed the matter with the Acting Head of Department, Prof. K.S. Cheng, who had agreed in principle to make the Studio Teaching Laboratory (Room 311) available to students requiring access to computers. He reported that it would probably be available only during normal office hours, from 9 a.m. to 5 p.m., and that for the purpose of supervision the Help Desk would be moved there from Room 522. Mr. Boyce added that final the final decision on the proposal would be made at the Department Staff Meeting on December 11.

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

Mr. Chan reported that the problems related to PHYS0102 Experimental Physics had been solved by the provision of extra tutorials and the scrapping of the December examination in favour of a test. He added that the students now appreciated that communication between lecturing staff and students was very important and that this was a mutual responsibility.

ii. Comments from the second year representative

(a) Ms. Lo asked whether classrooms for the second semester would be the same as for the first semester and added that students were experiencing difficulty in getting from lecture theatre T7 in the Meng Wah Complex to the lecture theatre in the K.K. Leung Building on Tuesday between the 2nd and 3rd lecture periods. Mr. Boyce reported that the allocation of lecture rooms for the second semester was currently being worked out by the Registry; he also pointed out that since the 2nd lecture ended at 10:20 a.m. and the 3rd lecture began at 10:40 a.m., there should be adequate time for the transfer. Dr. Z.D. Wang added that it was very difficult to find alternative lecture rooms and that this was controlled by the Registry.

(b) Ms. Lo reported that many students considered it a waste of time to stay in the laboratory until 5:00 p.m. if they had already finished their laboratory work. There was general sympathy with this view and Mr. Boyce agreed to raise the matter at the Department Staff Meeting on December 11.

(c) Ms. Lo reported that there were not enough demonstrators available in the laboratory to deal with questions from students, especially at the beginning of the sessions. From further discussion, it appeared that a large part of the problem arose from unfamiliarity with the use of laboratory equipment. It was agreed that the provision of simplified manuals on how to use the various pieces of equipment would help to alleviate this problem. Mr. Boyce agreed to raise this suggestion at the Department Staff Meeting on December 11.

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

Ms. Chan asked whether it would be possible for the Department to arrange career talks for final year students. Dr. Chau pointed out that the University already held careers talks for students. However, it was generally agreed that it would be a good idea for the Department to help provide career talks, but that it would require input from students on what companies or organizations they are especially interested in.

iv. **Comments from the postgraduate representative**

Mr. Lai enquired about courses for postgraduates. Dr. Z.D. Wang reported that there would be a Winter Course in December, organized by the Hong Kong Physical Society.

v. **Comments from staff representatives**

Commenting on the continual request from postgraduate students to provide Room 527 with 24-hour air-conditioning, Dr. Chau suggested that the only effective way to bring this to the University's attention was by the students organizing a signature campaign and handing the results to the University Estates Office.

4. **Date of next meeting**

It was agreed to hold the next meeting on Thursday, February 4th at 5:00 p.m.

The meeting was adjourned at 6:10 p.m.

Mr. T. C. Boyce
Chairman

December 9, 1998