

Minutes of the meeting (CSE Teaching Committee 15/1) of the **COMPUTER SCIENCE AND ENGINEERING TEACHING COMMITTEE** held at 1:00pm on **Friday, 27 February 2015**, in Room 103 (HoS Meeting Room), Computer Science Building.

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**Present** AProf M Pagnucco  
Drs A Blair, B Gaeta, H Guo, E Martin, J Shepherd

**Absent with Apologies** Profs A Sowmya, J Xue  
AProfs R Buckland, F Rabhi  
Dr S Venugopal  
Mr O Tan

**In Attendance** Miss C Nock

Present / Quorum: 6 / 6  
Attendance Rate: 7 / 13

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## 1 APOLOGIES AND WELCOME

John Shepherd (JS) welcomed the committee members back for another year.

JS noted that the TC was short on the membership specified in its constitution. There should be three staff representatives, along with Program Directors, Assoc HoS, HoS, etc. There are currently zero staff reps (the previous incumbents having either retired (from the committee) or left UNSW). JS will organise for new reps to be appointed.

## 2 MINUTES OF PREVIOUS MEETING

The minutes of the CSE Teaching Committee Meeting 14/7 held on 31 October 2014 were confirmed and signed.

## 3 REPORT FROM FACULTY PROGRAMS COMMITTEE

Some of the points below (e.g. BE(Hons)/BEngSc and ENGG4999) came from this meeting.

Other points to note ...

- as part of its overhaul of committee structures, UNSW has introduced a new Quality Committee, which may force some quality measures onto Schools in future (e.g. full compliance with CATEI)
- Iain Skinner is drawing up a list of courses for MEngSc students (none of whom are CSE students) to choose from as their Engineering Technology/Management (ETM) electives ... CSE currently has COMP9021 as an ETM elective; are there other courses that might be included

The upshot of ETM inclusion is that we might pick up a few enrolments from MEngSc students from other Schools in the Faculty.

## 4 BE(HONS)/BENGSC

The Engineering Faculty wants to introduce a collection of 5-year combined Engineering degrees. Essentially, this allows Engineering "double-majors", although more like Major+Minor. The strategy is to use the BE(Hons) for the accredited major, and the BEngSc for the non-accredited minor. The Faculty has asked Schools to look at useful combinations to put together a catalogue of dual-award degrees for students to choose from. From CSE's perspective, a useful combination looks to be Mechatronics with Computer Engineering or Software Engineering, although students can already achieve a similar effect by taking a BE(Hons)/BSc Mechatronics and Computer Science. People

should think about other combinations.

## **5 ENGG4999 INDUSTRIAL TRAINING**

The Engineering Faculty is planning to add a new 0UOC course to each degree to make an official (on transcript) record of Industrial Training (IT) completions. Students will not be allowed to self-enrol in the course; school staff will add them once they have completed their training and the report has been approved. This doesn't save work for the School (will still need to keep their own records of completions and report submissions), but will allow IT to be used in e.g. on-line degree completion checking systems currently under development.

## **6 NEW FACULTY 4TH-YEAR THESIS GUIDELINES**

A Faculty Working Party has looked at 4th-year theses, noted a significant variation in how they are assessed across the Faculty, and suggested some guidelines that might bring more consistency to the thesis courses across the Schools.

A report on this was tabled at the last EPC and had two parts:

- guidelines on what thesis assessment should consist of
- policy for handling late submission penalties and failure of either Thesis A or Thesis B

CSE largely meets the guidelines already, although one difference is that the Faculty wants two different types of presentation of the work in Thesis B, apart from the Thesis Report itself. CSE currently does demonstrations in Week 10, which constitutes one form of presentation. Some theses are selected for a poster Showcase in Week 12. Helen Paik suggested that this could be extended and require all Thesis B students to present a Poster, and make the Showcase a major event, inviting Industry representatives and other external parties. Maurice Pagnucco said that the School would support such an initiative.

There are other minor differences between current CSE practice and the Guidelines, but since they are Guidelines and not mandated policy, we will not adapt our current practices more than introducing the Showcase. John Shepherd suggested changing the weighting between Thesis A and Thesis B (currently 10:90) to better reflect the split in workload (e.g. 30:70) and to give more encouragement for students to start work early, but nobody else thought that this was necessary.

The policy for late submissions is somewhat different to what the School currently does. Helen Paik will discuss this with Cassandra Nock and work out a strategy for complying. The policy on failures seems to accord with current CSE practice.

## **7 TC AGENDA FOR 2015**

John Shepherd (JS) noted that there are some major items to be dealt with this year

- completing the work of the Core Syllabus Working Group
- designing the new core courses for Level 1 and Level 2, and getting them approved
- doing Stream/Program Revisions to incorporate these courses in all of our degrees
- preparing for Engineers Australia and ACS accreditation in 2016

JS also noted that part of the accreditation process would involve a Curriculum Mapping exercise (with software developed specifically for this purpose). It would be useful if CSE also picked up the course mapping exercise that had been partially undertaken several years ago, with the aim of rounding out the curriculum mapping.

## **8 ANY OTHER BUSINESS**

Maurice Pagnucco (MP) mentioned two things: peer review of teaching; advanced masters.

MP expressed a hope that many people would pair up and do peer review of teaching this semester. There were a few in 14s2, but it would be good to have more in 15s1.

Eric Martin's proposal for an Advanced Masters (small groups of people getting together and developing 3-4 weeks of advanced material from their research, and hopefully tying it together via some common theme) hasn't made much progress. MP suggested that an alternative model for an Advanced Masters would be find a critical theme (e.g. Cyber Security) and develop a set of

advanced courses around that theme.