

School of Computer Science and Engineering Education Committee Meeting

DRAFT Minutes of the meeting held on Friday 31st March 2023

PRESENT:

John Shepherd (Chair)
Arcot Sowmya
Alan Blair
Armin Chitizadeh
Chun Tung Chou
Oliver Diessel
Kevin Elphinstone
Bruno Gaeta
Mahbub Hassan
Helen Paik
Serge Gaspers
Maurice Pagnucco
Raymond Louie
Annie Huo Guo
Raymond Wong
Sebastian Kandi
Nicola Kwan
Zoltan Kocsis

Eric Martin
Fethi Rabhi
Jake Renzella
Sebastian Sequoiah-Grayson
Raveen de Silva
Hayden Smith
Arcot Sowmya
Andrew Taylor
Richard Buckland
Xiaoyang Wang
Wayne Wobcke
Carroll Morgan
Paul Hunter
Gustavo Batista
Rahat Masood
Eric Martin
Cathy Kwan
Zac Kologlu

APOLOGIES: Tina Tuomikoski
Sasha Vassar

IN ATTENDANCE: Michelle Gregor (CSE Admin, minute taker)

1. OPENING OF MEETING

The Chair opened the meeting at 2:05 pm.

Refer to: <https://www.cse.unsw.edu.au/~teachadmin/tc/>

2. CONFIRMATION OF MINUTES

The minutes of the last meeting held on 9 February 2023 were discussed by all committee members, corrected, and accepted.

3. REVIEW OF ACTION SHEET

Refer to Action Sheet below from the Meeting of 09 February 2023

Item & Date	Item	Action By	Action Required	Status
Item 1 09/02/2023	Draft Terms of Reference	John Shepherd	JS to provide members with an online version of the draft Terms of Reference to review and provide feedback. Action: Present and resolve/approve the TOR at the next meeting.	09/02/2023 Opened
Item 2 9/2/2023	Grok Future Curriculum Workshop	John Shepherd	JS to share Proposed National IT curriculum to the members.	09/02/2023 Opened
Item 3 9/2/2023	Course Outlines/ECOS/ECLIPS/Astra Synchronisation. Faculty wants descriptions of courses in various places to be consistent. ECLIPS is source of truth, should be reflected in Astra and course outlines.	Committee	By the end of Term 2, required to put course outlines in to ECOS, will be partially populated from data from ECLIPS. Subsequent terms most of the data will roll over.	09/02/2023 Opened
Item 4 9/2/2023	In Person Exams vs Offshore Students Offshore students have unsupervised exams.	Committee	JS asked for suggestions from the members on how to address this issue. No resolutions were found. The school should have a lot less offshore students in Term 1. Committee discussed in detail. AS suggested hold Supp Exams beginning of T2 or end of T2 JS has told his offshore students that on 1 st May	09/02/2023 Opened



Item & Date	Item	Action By	Action Required	Status
			they have to take supp exam during 0-week T2 RB notes that normally offshore students organise someone to supervise them and govern them AB suggested if student get someone who is willing to vouch for them in another country Inspera exams are online	
Item 5 9/2/2023	Generative Ai vs Academic Integrity ChatGPT poses a substantial threat to academic integrity.	Committee	Committee to discuss and try different approaches this term and report back after end of Term. SSG tested a ChatGPT-detector by asking ChatGPT to pull apart Chat GPT. He also tried and asked about his thesis and asked the Ai detector websites for fun. 96% written by Ai. 100% written by Human.	09/02/2023 Opened

ITEMS FOR RECOMMENDATION
NIL

4. ITEMS FOR DECISION

4.1. CSE Education Committee [Terms of Reference](#)

The Chair presented the second draft of the revised Terms of Reference to the Committee. As noted, that the major change was the revision of membership. The smaller groups of Research and External Engagement will continue to function outside of the committee in the form of working groups, for example, accreditation and will report into the Education Committee. It was noted that all other Academics are invited to the Education Committee meeting but remain non-voting.

The Composition of the committee will comprise the following members

- a. HoS
- b. Deputy Head of School (Education) Chair
- c. Associate Head of School (Education) Deputy Chair
- d. Director of Studies (Bioinformatics)
- e. Director of Studies (Computer Engineering)
- f. Director of Studies (Computer Science)



- g. Director of Studies (Software Engineering)
- h. Director of Studies (Postgraduate Coursework)
- i. Undergraduate Thesis Coordinator
- j. Director of Online Education
- k. Up to 1 coursework student (no voting rights) nominated by the HoS based on their interest and experience, with a one-year term of membership
- l. School Manager (non-voting observer)
- m. Teaching Support Staff representative (non-voting observer)
- n. Nucleus representative (non-voting observer)
- o. 1 representative for each Research Discipline nominated by the HoS based on their interest and experience
- p. 1 Teaching focused academic representative, nominated by the HoS based on their interest and experience such as Year 1 and Year 2 Lecturer to overlap
- q. Year 1 and Year 2 lecturer representatives, nominated by the HoS based on their interest and experience
- r. ECA representative, nominated by HoS, with a one-year term of membership
- s. Chair, Computing Management Advisory Committee (non-voting observer)

Resolution:

Subject to these amendments 12 members voted yes and the HoS will recommend to the School Board. The Chair to provide members with the final Terms of Reference for review and feedback to resolve at the next meeting.

5. ITEMS FOR DISCUSSION

5.1. CSE Workloads and Workload Formula [Workload Formula](#)

WW to discuss at next meeting

5.2. CSE Workload Subcommittee Terms of Reference

WW discussed in detail the CSE Workload model which was developed with reference to the UNSW (Academic Staff) Enterprise Agreement 2018.

Online courses

Vertically integrated projects.

WW asked how are secondments treated?

Education focus side of workload

Admin role of Academics – allocations have changed

The subcommittee will revisit those roles

Track 7 major roles for those.

Check Academics are not overloaded.

5.3. ECLIPS, ECOS, Data Cleansing and CSE Course Outlines

The Chair and the Committee members discussed in details the various course outlines.

5.4. Advanced CS Program: Specialisations and Dual Awards

AB discussed and presented information on the Advanced CS Program



UNSW
SYDNEY

5.5. COMPBH (Computer Engineering) Proposed Revisions [Proposed Revisions](#)

OD discussed with the Committee members

5.6. ASB Master of Cyber Security Management

RB met with other Schools and are collaborating and consulting to work together. For example, the ASB Master of Cyber Security in Canberra, The UNSW Business School, The UNSW Law School, and the School of Criminology would like their students to do problem solving with the CSE.

5.7 Handling of RPL, Exchange, Articulation, 2 +2s

AG provided an update

5.8 ASB Combined Info Sys/Comp Sci program

AB discussed and presented information

6. ITEMS FOR NOTING AND INFORMATION

6.1. Reports from Committees outside CSE

6.2. Report on UNSW Online

RW presented a report on UNSW Online

6.3 Any other business

Nil

7. Next meeting

The next meeting is scheduled for 12noon Thursday 27th April 2023.

8. Closure

There being no further business the meeting closed at 2:30pm

JOHN SHEPHERD

Chair



UNSW
SYDNEY