School of Computer Science and Engineering
Education Committee Meeting

Minutes of the meeting held on Friday, 1 September 2023

PRESENT:

Andrew Taylor (chair)
Alan Blair
Armin Chitizadeh
Basem Suleiman
Bruno Gaeta
Chun Tung Chou
Eric Martin
Fethi Rabhi
Gustavo Batista
Hao Xue
Hayden Smith
Jake Renzella
Junhua Zhang
Kevin Elphinstone
Michael Bain
Nadine Marcus
Nicola Kwan
Oliver Diessel
Paul Hunter

Rachid Hamadi
Rahat Masood
Raveen de Silva
Raymond Louie
Salil Kanhere
Sapna Patel
Sara Ballouz
Sasha Vassar
Sebastianus Kandi
Serge Gaspers
Shiling Wu
Sonit Singh
Sushmita Ruj
Tina Tuomikoski
Wayne Wobcke
Yuchao Jiang
Yuekang Li
Yulei Sui

APOLOGIES: Arcot Sowmya, John Shepherd, Oliver Diessel, Raymond Wong,

1. OPENING OF MEETING
The Chair opened the meeting at 11am.

2. CONFIRMATION OF MINUTES
The Committee considered the minutes of the meeting held on 4 August 2023.

Resolution: The Committee confirmed the minutes of the meeting held on 4 August 2023 as a true and accurate record of the meeting.

3. REVIEW OF ACTION SHEET
The Committee discussed open action items from the meeting held on 4 August 2023.

4. ITEMS FOR DECISION
4.1 CSE Workload Sub-committee – Wayne Wobcke
Proposed Terms of Reference ... 2020 Workload Model

Resolution: Workload Committee ToR approved by The Committee.

5. ITEMS FOR DISCUSSION

5.1 Open Day - Andrew Taylor
Science Theatre F13 allocated to CSE talk.

6. ITEMS FOR NOTING AND INFORMATION

6.1 K17 Refurbishment – Andrew Taylor/Tina Tuomikoski
K17-G05 reclaimed for Help Sessions 23T3. K17-111D will be converted to a computer lab.
Estate Management (EM) have completed preliminary data and discovery for K17 refurbishment. It will be presented to the Faculty in October. Current space utilisation in K17 is at 40%. EM will have further consultation with the School through weeks 2 to 6 this term.

6.2 COMP3900/9900 Projects Wanted – Alan Blair/Basem Suleiman/Rachid Hamadi
ACS wants the capstone course for CS and MIT to have "industry" projects. While we spend the time sourcing such projects, we can use realistic projects from within CSE and from other Schools at UNSW. Got any?

Alan Blair explained that he only recently be made aware that there was an unresolved issue from the ACS visit in 2021 where they wanted to have more projects in the program as well as wider exposure to topics such as, professional issues in ICT and ethics. ACS specifically requested topics like cyber security, IT governance, IT system acquisition, and other similar topics to be made available for the Undergraduate degree including bioinformatics and computer engineering. The latter students don't take COMP3900 so this need to be placed in COMP2511 or COMP4920. A different issue for the PG students where they take COMP9900 but currently more into a generic engineering area. GSOE9820 can be the alternative solution however Alan prefers to replace it with an ICT Management and Ethics course. Eric Martin provided input that ACS has demanded more project management and ethics for UG and PG in the last accreditation. Having a CSE version of project management course will be beneficial but need to find staff to teach it. Basem endorsed the idea of having an in-house course that teach project management and ethics which can be designed as a pre-requisite for the capstone project. Wayne considered this as a good idea but warned the difficulty in managing the workload since we are in a term-based calendar.

Action Required: Alan to present Maurice Pagnucco with the solution of creating a new PG course that will expose students to project management and ethics. This solution was considered by the committee to be the best given all the constraints.

Basem Suleiman sent an email to all CSE academics asking for more projects available to students. There are a lot of issues and challenges so it will start from CSE and as the course grows, he will invite more academics from different schools and faculties as well as industries. The main idea is students to work with client instead of running it independently but may face issues in terms of scalability. Sasha worried about the number of projects needed to sustain this type of model, the type of students in the group and that will affect the relationship with the clients. Bruno indicated that this will not be scalable based on his 6-7 years of experience teaching project course but he is happy to help with the processes. Jake suggested to work with a very small group of clients where students working on different kind of small projects contributing to one major project. This will be best suited for a long-term type of project. Alan suggested to have another course to better facilitate students that are more passionate to do it. Yulei asked about the possibility of students doing this with the capstone course but Basem didn't think that they should be allowed to do this. Andrew reminded to carefully look at IP policy as well as the issue with UNSW system inability to recognise COMPSC courses only. Andrew asked the committee if there was any issue in making COMP2511 a pre-req for COMP3900 and Wayne noted that students sometime take it in their last year but should not be an issue. Rachid raise the issue for manually check students' progression and that students should use all their knowledge in the course, including learning about database and make COMP3311 as one of the pre-requisite. Alan thinks that if COMP2511 is made as a pre-req for COMP3900 then students will have COMP1511, COMP1531, COMP2521 and COMP2511 when they start COMP3900 and that should be enough. The chair will look at making COMP3311 as pre-requisite but will not be possible for the manual check.

Action Required: Andrew will propose to John to add COMP2511 as a pre-requisite for COMP3900.

6.3 Report(s) from Committees outside CSE
None.

6.4 ECLIPS, ECOS, and CSE Course Outlines – Shiling Wu
ECOS launching in T3.

Action Required: *Convenors to update their T3-23 course outlines in ECOS.*

6.5 Report on Cyber Security Programs Working Group – Salil Kanhere
The current focus is on developing Bachelors of Cyber Security Engineering program. The group has developed a skeleton of the program and started developing content for a few new core and elective courses. The committee appreciates that teaching new courses adds to the workload. The school has recently hired several new academic staff who have expertise to teach the proposed courses. We will engage with the workload committee to discuss this issue further. New courses include - cryptography, usable/human centric security, data privacy, software security (Yulei's course already approved), hardware security, security workshop series (similar to SENG), rebadged security engineering to be suitable for first year students. Discussions are on-going with Math to consider if they would allow students in this program to enrol in discrete math without requiring MATH1A and MATH1B. The committee will aim to present the skeleton of the curriculum and the list of core + elective courses in the next education committee meeting.

6.6 Report on UNSW Online – Rahat Masood
It was proposed to remove ZZEN9201 Foundations of Cyber Security and redistribute content across other core Graduate Certificate (GC) courses. New core GC courses could be ZZCA9202 Data Security and Privacy, ZZEN9203 Principles of Security Engineering, ZZCA9204 Cyber Security Ethics, ZZCA9205 Cyber Operations. There were concerns about the balance of Canberra Computing School (CSPS) vs CSE core courses, ensuring the GC provides a sufficient introduction to technical skills as well as management skills and possibly a need for an engineering focused course than Cyber Operations e.g. an incident response course. There was discussion about the consistency of assessments based on student feedback and satisfaction.

6.7 Any Other Business
Unihire and Student Enrolment Numbers – Andrew Taylor
There is no problem hiring tutors in T3 but getting them hired is problematic. 3800 students commenced a CSE program in 2023. The largest growth is in the coursework Masters students (850 started in T3) and international UG.

Action Required: *Academics to action Unihire approvals as soon as possible to avoid delays.*

The next meeting is scheduled for Friday, 6 October 2023.

ANDREW TAYLOR
Chair