



School of Computer Science and Engineering Education Committee Meeting

Date: 14 March 2025, 12:00 -2:00 pm

Time: 12:00 pm - 2:00 pm

Location: Hybrid, Room 113 and
Virtual Meeting via Teams

PRESENT:

Wayne Wobcke (Chair)
Alan Blair
Ashesh Mahidadia
Arash Shaghaghi
Arcot Sowmya
(from 12:50pm)
Basem Suleiman
Bruno Gaeta
Eric Martin
Fethi Rabhi
Hammond Pearce
Jake Renzella
Gustavo Batista
Kristian Mansfield
Michael Thielscher
Nicholas George
Oliver Diessel

Paul Hunter
Raymond Louie
Raveen De Silva
Rachid Hamadi
Salil Kanhere
Sara Ballouz
Sasha Vassar
Sebastian
Sequoiah-
Garyson
Serge Gaspers
Sonit Singh
Sushmita Ruj
Thomas Sewell
Tina Tuomikoski
Yulei Sui
Zhengyi Yang



APOLOGIES: John Shepherd, Andrew Taylor, Gernot Heiser, Aditya Joshi, Claude Sammut, Ron van der Meyden.

IN ATTENDANCE:

Jewel Choi
Maria Kim (Secretary)
Sebastianus Kandi
Victoria Jenkins

1. OPENING OF MEETING.

Meeting opened 12:10 pm.

2. CONFIRMATION OF MINUTES.

Moved Raveen de Silva, seconded Michael Thielscher. Carried with no votes against.

3. REVIEW OF ACTION SHEET

3.1 Education Committee Terms of Reference

Revision not available via the provided link. Main changes are likely to be to the committee composition (such as new student members or representatives of research groups).

Action: Revisit terms of reference in next meeting.

4. ITEMS FOR NOTING/DISCUSSION

4.1 CCR = Comprehensive Course Reviews

Noted PowerPoint slides on CCR procedure from FEC March 7. Eventually 10% of courses each term need reviewing by a small committee, starting with a pilot course for Term 3 (after the meeting Raveen advised that COMP2521 has been chosen for the pilot).

4.2 APM = Academic Program Monitoring

Noted PowerPoint slides on APM. Defer to next meeting for clarification/discussion.

Action: Revisit in next meeting.

4.3 LLL = Life-Long Learning

LLL covers CSE Online courses including Master of Data Science and Analytics and Master of Cyber Security Online courses over a 6 week hexameter. LLL is a strategic priority for the university. Does CSE want to be involved in LLL, or should some other body teach these courses? Advised that students are often outside Sydney and older than undergraduates, and

course delivery more flexible than CSE courses.

The importance is that the contract with Keypath is up for renewal in 2026. Arash is conducting an “audit” of online teaching to determine the costs the school, including academic workload, casual teaching costs and professional staff workload. Noted that the Keypath contract is confidential to UNSW Online so the school does not know the terms of the current contract, which makes negotiation more difficult.

Issues: High cost of teaching, small enrolments (typically less than 50), quality control over course offerings, control over admission of students, inability to reuse material from CSE courses, reliance on casuals for teaching, possible new (fast-tracked) process for program and course approval, limited involvement of Keypath in course delivery meaning most of the teaching work is done by the school, whereas the Keypath role is more student recruitment. Suggestion that Keypath may be more useful for first offering of a course but less needed on an ongoing basis once materials are developed.

Current steps: Arash is implementing the idea of a “custodian” for each course who will take overall responsibility for that course (aim to complete by end 2025), to stabilize all courses (some courses are already stable).

Action: Arash to report on progress towards audit at next meeting.

4.4 MIT (8543) AQF Compliance

Noted requirement to remove prerequisites for all courses and introduce new separate courses on Project Management (COMP9820) and Ethics (COMP9920). Important rule: AQF requires all students to have 18 units exposure to research.

There are strict rules about which students can take research projects (COMP9991, COMP9992, COMP9993) and the school has limited capacity to supervise these projects. But COMP9900 counts as exposure to research. Students failing COMP9991 will enrol in COMP9900. The normal student enrolment could be 12 units of COMP9900 plus GSOE9010/GSOE9011 Coursework Research Skills, however COMP9900 is currently 6 units. Issue is how to make COMP9900 into 12 units, e.g. over 2 terms, smaller set of projects, or different types of project (due to limited Software Engineering in MIT program)?

Action: Eric/Basem to propose concrete plan for COMP9900.

Suggested that removing prerequisites from all courses might contradict ACS definition of “advanced course” (which is based on prerequisite chains) and affect accreditation.

Action: Alan to check and report back to next meeting.

4.5 ECOS

Reminder to ensure there are **no** short extensions. As to class e-mail, one option is to put the class account as primary contact, or Central IT can set up a shared mailbox. Special

considerations contact may need to be a personal zid e-mail address. Noted that it is possible to set up so that course admins can see special consideration requests through the portal, but not see supporting documentation (due to privacy concerns). Noted that system support in CSE can see all special consideration requests (used for supplementary exam set up).

5. REPORTS

5.1 Reports from Committees outside of this committee

Competency marking. Noted that each assessment item has three grades (not competent, competent, competent with merit), which are aggregated for the final mark in Astra. Pilot being led by Elizabeth Angstmann and Helen Gibbon.

5.2 Report on UNSW Online

Refer to Section 4.3.

5.3 Report on Workload Committee

Workload Committee met in Week 3 and endorsed goals for the year: review of DESN1000/DESN2000; review of COMP1531/COMP2511.

DESN1000/DESN2000: Preliminary meeting held with Elizabeth Kyriakou (convenor of DESN1000 and DESN2000). Issues: COMPSC students can enrol in these courses as electives (pushing up numbers to unmanageable levels); students do not necessarily enrol in the project stream for their degree (which raises an issue for accreditation). Noted that this was already discussed in the EF Faculty retreat, so faculty is aware of these problems.

Teaching clusters: Meeting discussed how could clusters help with allocation of specialist labs (e.g. hardware labs) for teaching; could be useful to discuss within cluster rather than lecturers making ad hoc requests, e.g. infrastructure grants.

5.4 Report on Accreditation

Accreditation preparation broken down in to “sprints”. Too much work for one person so currently program directors working together on the documentation. The first part of the report is due at the end of March. Mentioned that there may be much irrelevant material in these documents so we should find out what is required and focus on that.

Engineers Australia visit planned for mid-July. Issues: Should ACS and Engineers Australia accreditation visits be combined (feeling was no, these are sufficiently different that we do not need a combined visit). Can we get faculty help for ACS accreditation? Should ACS accredit Bachelor of Cyber Security degree?

Action: Sowmya to follow up on accreditation dates and faculty support.

6. ANY OTHER BUSINESS

Elite Students Program

Rather than asking for individual convenor approval, the new process for admission will be that students sit one of the COMP1511 supplementary exams.

Action: Jake to follow up on ELS access and related issues with Dylan.

Meeting closed 2:00 pm

ASSOCIATE PROFESSOR WAYNE WOBCKE

Acting Chair