



School of Computer Science and Engineering

Education Committee Meeting

Date: Friday 1 August 2025

Time: 12:00 PM to 2:00 PM

Location: Hybrid format – Virtual via Microsoft Teams and in person at K17, Room 113.

ACADEMIC STAFF IN ATTENDANCE

Alan Blair	Sasha Vassar	Jesse Laeuchli
Andrew Taylor	Sebastian Sequoiah-Grayson	Jiaojiao Jiang
Arcot Sowmya	Serge Gaspers	Jingling Xue
Arash Shaghaghi	Sushmita Ruj	Katie Clinch
Ashesh Mahadadia	Thomas Sewell	Kevin Elphinstone
Basem Suleiman	Yuchao Jiang	Mahbub Hassan
Benjamin Tag	Yulei Su	Michael Bain
Bruno Gaeta	Angela Finlayson	Michael Johnson
Chun Tung Chou	Flora Salim	Nadine Marcus
Eric Martin	Jake Renzella	Rahat Masood
Fethi Rabhi	Maria Kim	Raymond Wong
Hammond Pearce	Aleksandar Ignjatovic	Richard Buckland
Hasindu Gamaarachchi	Ali Darejeh	Ron van der Meyden
Kristian Mansfield	Dong Gong	Sonit Singh
Michael Thielscher	Dong Wen	Toby Walsh
Oliver Diessel	Erik Meijering	Wen Hu
Paul Hunter	Francisco Cruz Naranjo	Wenjie Zhang
Rachid Hamadi	Gelareh Mohammadi	Xiaoyang Wang
Raveen De Silva	Gustavo Batista	Xin Cao
Raymond Louie	Hao Xue	Yang Song
Salil Kanhere	Haris Aziz	Yuekang Li
Sara Ballouz	Hui Guo	Zhengyi Yang

APOLOGIES

Claude Sammut	Aditya Joshi	Helen Paik
Sanjay Jha	Gernot Heiser	

OBSERVERS

Ellie Williams	Sebastianus Kandi	Victoria Jenkins
Jewel Choi	Tina Tuomikoski	(Secretary)
	Nicholas George	

1.OPENING OF MEETING

The Chair opened the meeting at 12:00 PM, and the committee accepted the apologies.

The recording of the meeting is set to auto-delete after 120 days to maintain confidentiality and use only for minute verification.

2.CONFIRMATION OF MINUTES

The minutes of the 20 June 2025 meeting were approved without amendment

3.REVIEW OF ACTION SHEET

3.1 Comprehensive Course Review Pilot

- Pilot is progressing, with feedback from convenors and students to continue through Term 3.
- The committee noted the need to capture both quantitative and qualitative input to inform the scaling of the pilot.
- Broader School engagement will be encouraged to ensure sufficient data for Faculty reporting.

3.2 Academic Program Review – Master of Cyber Security (Rahat)

- Rahat provided a progress update on alignment with accreditation standards and industry relevance.
- Emphasis placed on integrating feedback from external stakeholders and ensuring consistency across core and elective offerings.
- The committee agreed that draft revisions should be circulated for Faculty comment prior to final submission.

Action: Rahat to prepare and distribute draft revisions.

3.3 UNSW College Course Equivalences (Jake)

- Ongoing discussions with UNSW College regarding the treatment of COMP9820 and COMP1531 for articulation pathways.
- Concerns raised about clarity of equivalence approvals for incoming College cohorts, particularly regarding prerequisites and credit transfer.

Action: Jake to continue liaising with College representatives and report back to the committee.

3.4 BSc (Computer Science) – India (Andrew, Jake, Raveen)

- The proposed India-based program is being monitored for potential accreditation implications.
- Issues identified include course sequencing, delivery mode alignment, and ensuring parity with the Kensington-based program.
- The committee agreed to receive further updates as Faculty discussions progress.

Action: Andrew, Jake, and Raveen to provide regular updates and flag risks around accreditation and quality assurance.

4.ITEMS FOR NOTING/DISCUSSION

4.1 Academic Success Monitor (Ayri De Luna)

- Strategic shift with staged rollout through Term 3 and the following year, focusing on courses where prior results have been strongest.
- Purpose is early identification of at-risk students with timely, scalable interventions, noting the ten-week term is a constraint.



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- Drivers include the 2023 Accord requiring early identification and support.
- User groups include students, course convenors, and support staff; features include risk signals and engagement views.
- Findings show convenors value descriptive analytics; students want more transparency about predictions and more tailored support; response rate was low but feedback was useful.
- Non-Moodle courses can export engagement data for ingestion; Echo360 watch time and similar signals are being explored.
- Early intervention before census (around Week 4) is a priority.
- Bias is being addressed by balancing historical results with current engagement and assessment data; options such as tracking assignment-start behaviour are under consideration.

4.2 BEd (Secondary)/BSc (Computer Science) (Raveen)

- Raveen outlined the proposed double degree structure combining Education (Secondary) and Computer Science.
- Discussion noted the value of the program in addressing workforce demand for teachers with computing expertise.
- Members raised the need to ensure the structure complies with both Faculty of Education requirements and CSE accreditation standards.
- Cross-faculty coordination will be required to manage sequencing of professional experience placements alongside computing core courses.
- The committee agreed that while the proposal is promising, approval is contingent on further consultation with the Education Faculty.

Action: Raveen to liaise with the Faculty of Education, address sequencing and accreditation considerations, and report back at a future meeting.

4.3 ECLIPS Deadlines

- Deadline for minor Term 3 updates is Monday 18 August.
- Do not press “Mark as Complete” if changes are still under School review, as that bypasses the School and sends directly to Faculty.
- Notify the DHoS (Education) when making changes without completion.
- Aim to resolve questions and ensure compliance with the new standards, including clear CLOs and indicative workloads.

4.4 Term Planning for 2026 T0/T1

- TSAs will circulate requests. Members are asked to approve promptly.
- Using the most recent convenor to seed plans does not imply teaching allocation.
- Plans typically roll over prior settings, but checks are needed, especially for new offerings such as COMP9820.

5.REPORTS

5.1 Faculty Education Committee (FEC)

- New rules introduce an Advanced Minor of 24 units of credit.
- Most Engineering programs are largely compliant, with some adjustments expected.



- Double-degree structures to be checked for compliance and completion within advertised timeframes under the domestic calendar; Bioinformatics noted as tight for options.

5.2 Workload Committee

- The committee noted significant teaching allocation gaps for 2026, particularly in high-enrolment and capstone courses: COMP9820, COMP3900/9900, COMP1521, COMP3601, COMP2511, COMP2521, COMP9312, COMP9313, and COMP9414.
- Discussion highlighted the need to secure convenors early, given the lead time required for course planning and accreditation requirements.
- Members emphasised that workload planning should take account of both capacity (availability of qualified staff) and equity (distribution of large teaching loads).
- Options discussed included recruiting new academic staff, drawing on experienced postdocs, and adjusting casual allocations, though concerns were raised about sustainability.
- The gaps were flagged as a priority for the HoS and Program Directors, as several of the courses are core to multiple programs and failure to staff them would directly impact program progression.

Action: HoS and Program Directors to prepare staffing proposals addressing the identified gaps and bring them to the Workload Committee for approval.

5.3 Accreditation (Sara)

- Five gatekeeper courses per program have been selected and mapped to Engineers Australia Stage 1 competencies.
- The package has been sent to the Faculty and a response is pending.
- Convenors will be contacted for details such as guest lectures, specialised resources, and assessment samples.

6.GENERAL BUSINESS

6.1 Policy on CSE Undergraduate Thesis Supervision Panels

- The committee discussed expectations for Level A academics supervising undergraduate theses, and alignment with AQF guidance.
- It was suggested that where a Level A academic does not hold a PhD, supervision should follow AQF requirements - i.e., the supervisor must hold a qualification one level above what is being supervised.
- Equity concerns were raised regarding postdocs: if CSE allows its own postdocs to supervise, the School should consider whether postdocs from other Schools should also be included.
- For context, the Enterprise Agreement lists thesis supervision under Level B expectations, not Level A; Level A academics may supervise undergraduate theses but cannot be required to do so.
- The proposal was clarified as applying to CSE only, not to other Engineering Schools.
- Given the paper was not circulated in time, the committee did not vote. Feedback will be incorporated, and the paper will return for decision at the next meeting (12 September 2025).

Action: Chun Tung to revise the paper (clarify AQF wording; treatment of postdocs from other Schools; Enterprise Agreement context) and circulate ahead of the next meeting.



7.FUTURE MEETINGS

Future meeting dates and agenda items were noted for confirmation, focusing on course revisions and project management integration.

Day	Date	Time	Location
Friday	12 September 2025	12–2 pm	Hybrid – Microsoft Teams and K17, Room 113
Friday	17 October 2025	12–2 pm	Hybrid – Microsoft Teams and K17, Room 113
Friday	21 November 2025	12–2 pm	Hybrid – Microsoft Teams and K17, Room 113

The meeting was adjourned at **1:45 PM**

DR WAYNE WOBCKE

Chair



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