SCHOOL OF INFORMATION TECHNOLOGY AND ELECTRICAL ENGINEERING

STUDENT CONSULTATIVE COMMITTEE

The next meeting will be held as follows:

DATE: Wednesday, 27 March, 2019
TIME: 12:00 pm to 1:00 pm
VENUE: Room 217, General Purpose South (78-217)
NOTE: This meeting is being recorded solely for minute taking purposes. Please let the Chair know if you want the recording stopped at any stage during the meeting.

26 March 2019

AGENDA

1. Apologies (Please email apologies to enquiries@itee.uq.edu.au)
2. Nomination and election of Chair and Vice Chair of SCC
3. Confirmation of draft minutes of meeting held on 10 October 2018
4. Matters Arising from the Minutes
   4.1 ITLC furniture feedback report
   4.2 Vending Machine
   4.3 School Review
5. Matters for consideration
   5.1 Feedback Box/Facebook Page
      5.1.1 Feedback from the Box or Facebook page
   5.2 Items from Representatives
      5.2.1 ITLC Room Bookings
      5.2.2 ITEE Review Goals / Action Items
      5.2.3 School Update to Students
      5.2.4 Academic Integrity
      5.2.6 Mid-Semester Check In Surveys
6. Other Business
7. Next Meeting
1. **Apologies received to-date:**
   Staff: Mr David Reeves, Ms Karen Kinnear
   Students: .....

2. **Nomination and election of Chair and Vice Chair of SCC**
   2.1 **Election of Chair and Vice Chair**
   The Chair of this committee will lead meetings and serve as the SCC member on the ITEE School Teaching and Learning Committee. The Vice Chair will serve as a 'back-up' and support the Chair.

3. **Confirmation of Minutes**
   3.1 **Acceptance of previous minutes**
   Previous minutes will be accepted for publication and uploaded to the ITEE Website.

4. **Business Arising**
   4.1 **ITLC furniture feedback report**
   Update on the ITLC furniture feedback report.

   4.2 **Vending Machine**
   Update regarding the Vending Machine proposal.

   4.3 **School Review**
   Continuation of discussion from previous meeting on ways of improving communication between the students and the School.

5. **Matters for consideration**
   5.1 **Feedback Box/ Facebook Page**
   5.1.1 **Feedback from the Box**
   Any items from the box will be noted here.

   5.2 **Items from Representatives**
   5.2.1 **ITLC Room Bookings**
   Clarifications around expectations.

   5.2.2 **ITEE Review Goals / Action Items**
   Including: shadow courses; attaining staff; developing curricula; developing teaching excellence (including plans for improving problem courses); growing collaborative and collegiate culture; student interaction; staff members involved in driving changes and championing teaching improvements.

   5.2.3 **School Update to Students**
   General update.

   5.2.4 **Academic Integrity**
   Merits of an ITEE specific training module; review of why students commit misconduct; inconsistencies between courses in identifying/pursuing misconduct.

   5.2.5 **Mid-Semester Check In Surveys**
   How is voluntary participation going? Have “problem” courses been required to participate?

6. **Other Business**

7. **Next Meeting**