SCHOOL OF INFORMATION TECHNOLOGY AND ELECTRICAL ENGINEERING

STUDENT CONSULTATIVE COMMITTEE

The next meeting will be held as follows:

DATE: Wednesday, 28 August, 2019
TIME: 12:00 pm to 1:30 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.

27 August 2019

A G E N D A

03/19

1. Apologies (Please email apologies to enquiries@itee.uq.edu.au)

2. Confirmation of draft minutes of meeting held on 8 May 2019

3. Matters Arising from the Minutes
   3.1 Vending Machine
   3.2 ITLC furniture feedback report
   3.3 Timely availability of assessment information

4. Matters for consideration
   4.1 Feedback Box/Facebook Page
      4.1.1 Feedback from the Box or Facebook page
   4.2 Items from Representatives
      4.2.1 ITLC refurbishment
      4.2.2 Discussion of SCC revamp for 2020
      4.2.3 Student-staff partnership opportunities for 2020
      4.2.4 New school leadership appointments and structure
      4.2.5 New student representation to ITEE T&L
      4.2.6 New staff / new course spinups for 2020
      4.2.7 How are T&L going to be tackling quality problems / continuous improvement goals?

5. Other Business

6. Next Meeting
1. Apologies received to-date:
   Staff:
   Students: Alexandra Crawley

2. Confirmation of Minutes
   2.1 Acceptance of previous minutes
       Previous minutes will be accepted for publication and uploaded to the ITEE Website.

3. Business Arising
   3.1 Vending Machine
       Final update on Vending Machine after discussion with Maker Space.
   3.2 ITLC Furniture Report
       See Agenda item 4.2.1
   3.3 Timely availability of assessment information
       As stipulated in policy, previously raised at the SCC and through various grievances, assessment information must be complete at time of release, including task description, submission information and marking criterion. Where this is not published in the ECP, the ECP should refer to its location. There has been an improvement. James enquires what data the school has on cases, and how much checking and following up has been performed, particularly on courses that have previously been problematic.

4. Matters for consideration
   4.1 Feedback Box/Facebook Page
       4.1.1 Feedback from the Box
       Any items from the box will be noted here.
   4.2 Items from Representatives
       4.2.1 ITLC refurbishment
       Report and details to be circulated prior to meeting.
       4.2.2 Discussion of SCC revamp for 2020
       How should student representation look? What do we need to have happen?
       4.2.3 Student-staff partnership opportunities for 2020
       4.2.4 New school leadership appointments and structure
       4.2.5 New student representation to ITEE T&L
       4.2.6 New staff / new course spinups for 2020
       4.2.7 How are T&L going to be tackling quality problems / continuous improvement goals?

6. Other Business

7. Next Meeting