DEPARTMENT OF ELECTRICAL AND ELECTRONIC ENGINEERING

STAFF STUDENT COMMITTEE

MEETING 16th March 2015

Committee Members:

**Staff**
- Dr. Kristel Fobelets (DUGS,)
- Esther Perea (Senior Tutor)
- Dr. David Thomas (EIE Director)
- Dr. Tim Constantinou (2nd year organizer)
- Dr. Paul Mitcheson (3rd year organizer)
- Dr. Pier-Luigi Dragotti (1st year organizer)
- Dr. Clarke (4th year organizer)
- Lina Brazinskaite (Undergraduate Administration)
- Emma Rainbow (Undergraduate Administrator)

**Students**

Dep Reps:

4th year reps:
- Joao Rolo Fermoselle da Silva (EEE)
- Thomas Lim (EEE) Weng Lio (EIE)

3rd year reps:
- Qiyang Chen (EEE) Aditya Sakhuja (EIE)
  Mykolas Tarasevicius (EEE)

2nd year reps:
- Raghav Sehgal (EEE) Umar Masagos (EEE)
  Mattin Mir-Tahmasebi (EIE)

1st year reps:
- Lamber Yang (EEE)

  Dario Magliocchetti-Lombi

Incoming Dept. reps: Pascal Loose (EEE),
Aditya Sakhuja (EIE), Belen Gallego Vara (EIE)

Absent: Weng Lio (EEE), Ze Tan (EEE)
Zsofia Szabo (EIE)

Apologies received from:

**Staff items:**

Action 26/1/1 – Algorithms & Complexity – large amount mostly disagree on SOLE. Students to speak to D. Goodman about content of Algorithms and Complexity course.
Year reps have spoken to Dr. Goodman who said that he will work to make this course better. ACTION CLOSED.

Actions 26/1/2 - Machine Learning for Computer Vision. This course received high % of disagree from UG students on SOLE.
- D. Thomas to have a chat with T. K. Kim on how to grid out code, etc.
- Have GTAs in labs at certain times
• Reduce number of pages for report

KF informed students that Dr. Kim requested to take a sabbatical. This has been agreed by dept.
DM noted that machine learning was very useful for other courses as well. Alternative modules were proposed: KF said that Yiannis Demiris will run a computer vision for robotics module which would include some of the topics that T.K’s course covered. PLD proposed Tania’s 3rd year module would be very useful as well. Computer vision module from DoC but only small group of EEE students will be able to take it. DM suggested to approach DoC. AS noted that DoC course does not have much machine learning in the computer vision course. 
**Action 16/3/1**– KF to look into doc syllabus and see what courses closely match this gap and contact DoC to see how many of EEE students could take a those courses.

**Action 26/1/3** – Lab feedback is not bad from 1st and 2nd years. There are comments about varied quality of GTA’s. **Dario and Thomas to organize best GTA award**

Dario & Thomas made little progress. Students complained that GTA’s have not read up on the topic so they were not ready to answer the questions or give feedback. Sometimes there are not enough GTA’s (2 per ~30 students is not enough). Students mentioned DFT experiment in particular. Lab handout says ask GTA.
**Action 16/3/2** - KF to look into it.

KF underlined that GTAs are asked to prepare for lab. Awards would identify good and poor practice amongst GTA’s. Action in the past based on this award meant that poor performers are not invited back. DM said that GTAs need name tags so students would recognize them and be able to vote/report. Put pictures on the web of GTAs.
**Action 16/3/3** – KF to advice lab organizers TT and SL.

**Action 26/1/4** – December exams – MT reported positive feedback from 3rd year students, but students feel that some modules have been shortened. **KF to remind lecturers to teach in the 1st 7 weeks as weeks 8&9 are revision classes and self-study.** ACTION CLOSED

**Proposed Action 27/1/6:** third year reps remind students to upload the details of their placement including as much detail as possible about the project they will be undertaking and the skills they will be developing. **ACTION CLOSED**

**Proposed Action 26/1/7:** Students should be advised (by year reps) to amend their options registration if they no longer wish to take an industrial placement (or have been unable to find one) so the Teaching Office knows how many projects are needed. **ACTION CLOSED**

**Action point 26/1/8** – Third year briefing to Second year students. **3rd year reps to set a date for a separate meeting with 2nd year students.**

DM reported that 2nd year briefing went well and students appreciated it. 2nd year students were asking more questions about what to specialize in within EEE. DM suggested to set-up streams to make it easier for students to make decisions. KF said that dept does not want to create streams but a guide what modules to take if you want to work in a particular EEE field could be set up. Jack suggested setting up matching modules like for MSc students. PM expressed his worries that people do not know what modules they should be taking. 3rd year tutorials are set up for this. Lillan pointed out that there are a lot of options and descriptions are quite short, you have to go to blackboard and subscribe. This process is very time
consuming. She though grouping modules together is good idea so students don’t repeat same/similar topics.

**Action 16/3/4** - KF to look into module stream guidance notes

EP asked 2nd year reps to remind 2nd year students to swipe in for labs.

KF asked whether 3rd year staff are still teaching as 2 weeks last weeks of term should not be for teaching just coursework.

**STAFF ITEMS**

- Social media – department twitter & Facebook. Best way to communicate with students? (Emma Rainbow)

Emma introduced twitter account for publicity outside of university and inside. She introduced new Facebook account. This was created to communicate non-crucial information to student. Students mentioned that EESoc run individual year pages. Emma confirmed that this EEE page is not to replace EESoc pages. DM said that it is great for perspective students to see current department stories being publicized. Emma asked students to email her about any success stories.

**STUDENT ITEMS**

- Introduction to new Dep Rep
- Application streaming (ICT)
- Feedback from Year 3 around Industrial Placement or Project

**Student items**

Dep rep for next year – new dep reps introduced themselves. Pascal Loose (EEE), Belen Gallego Vara (EEE), Aditya Sakhuja (EIE).

Email from Mark Curtis regarding application streaming: In essence, providing the dept agree and the license permits we can pretty much stream any application used within EE. That said, not all applications have unlimited licenses which is why this needs careful consideration, coordination and departmental approval.

If you could ask which applications the students are interested in accessing I will discuss with Dr. Xiao upon my return tomorrow and see what we can do.

DM suggested for year reps to survey students about applications they mostly use in their year group.

**Action 16/3/5** - Year reps send a list to dept reps with applications mostly used in their year.

Students commented that they would like to access EEE computer from outside. DT said that this will happen from next year.

DM mentioned Union run mental wellbeing event (mentality) and asked to share this information with other student so they know who to contact.

DM suggested to have feature changes for Panopto in order to make it easier to use. If staff or students have items about Panopto they can speak to Dario.
DM asked if one designated student for the course be able to record lectures. This student would get paid by dept. KF said that students can volunteer to record lectures but would need permission from lecturer. She said that dept. will continue to set up rooms with Panopto but that this is controlled by ICT.

**Action 16/3/6** - KF to contact Paul Norman about ICT schedule for recording infrastructure.

*Industrial placement feedback given by DM*

Placement vs project. DM asked students the following questions. How many applications made and what sectors? How many offers received? Location or money more important?

Those who chose placement chose them for the following reasons – get job offers for after graduation, ECTS scores, leave London (more international students).

Students who chose projects were influenced by the fact that year abroad scheme does not allow industrial placement due to different timing of terms. Some of them couldn’t find placements while others wanted holidays.

DM reposted that most students got 1-2 offers to 5-7 applications. Personal connections helped them with applications and/or interviews. Most students wanted to stay in London.

DM reported that students would like to receive more help from the department in order to find and secure placements.

JH noted that Imperial is probably the only a few universities that do 6 month placement (not 1 year or summer internship).

KF reminded students that tomorrow SOLE opens and asked year reps to encourage everyone in the department to fill in this survey.

**Action 16/3/7** - year organizers to talk to students to fill in the survey.