

Staff-Student Liaison Committee Meeting
15th April 2013

11am, Informatics Forum – Rm 1.15

Present:

Alex Lascarides - Deputy Head of Graduate School (DHGS)
Fraser Pullar – Informatics Graduate School Administration Staff
Krzysztof Geras – IANC Representative (IANC Rep)
Duncan Carmichael – DTC Representative (DTC Rep)
Sergio Elizondo Gonzales – CISA Representative (CISA Rep)
Andrew McPherson (on behalf of Chris Thompson) – ICSA Representative (ICSA Rep)

Absent:

Susen Rabold – ILCC Representative
Chris Banks – LFCS Representative

Institute representatives were reminded to contact their Institute members/students to notify them of upcoming Staff-Student Liaison Meetings so that any issues they may have can be raised by their representatives.

1. DTC Rep raised the following points:

- a) The DTC Rep received no response to the email requesting issues to be raised. It was noted that the issues raised at the weekly DTC meetings are mainly related to noise complaints, specifically from the kitchen area on the 3rd floor of the Informatics Forum. The DTC Rep reports that every day between 11am and approximately 2pm there is a lot of noise due to those taking breaks in the kitchen area. Although the level of noise has improved recently it is still disturbing these working in the area and is resulting in some students staying away from the office during those hours. DHGS will speak to the CSTR director to request this issue be raised at the next CSTR meeting.

(Action DHGS)

2. IANC Rep raised the following points:

- a) The IANC Rep voiced concern at the level of noise emanating from people using Skype in the area around Room 2.25, Informatics Forum. DHGS will contact Dave Hamilton to request signs be put up to notify people that this area is to be considered a quiet zone.
(Action DHGS)
- b) The IANC Rep raised an issue that late last year or earlier this year there were a lot of Undergraduate students hanging around the Informatics Forum. DHGS explained that the Undergraduate students are required to meet their personal tutors at the start of each semester and that usual teaching restrictions are relaxed for this period as it would be a big inconvenience for all academic staff to hold these meetings elsewhere.

- c) The IANC Rep stated that various offices contain a number of broken or faulty lights. This has been reported numerous times but as yet no action appears to have been taken. DHGS is aware of the electrical issues with the building but does not think that there is a quick fix to this issue. The faults can be manually reset but this does not resolve the bigger fault. DHGS explained that this was an issue for Estates and Buildings.
- d) IANC Rep enquired into whether there was a budget to buy specific books not readily available from the Library. DHGS confirmed that this was an issue to be brought up at Institute level.
- e) The IANC Rep requested that students who have small monitors should have them replaced with larger monitors. DHGS will raise this issue at the next IGS Management meeting.
(Action DHGS)
- f) The IANC Rep highlighted an issue with regards to a lack of MATLAB licences. It was thought that the majority of licences are sitting idle for the most of the time and are therefore not being used. There is the possibility that a software solution can be found to rectify this. DHGS confirmed that this software solution has been raised with Computing Support but will raise it again and explain that this is a priority.
(Action DHGS)

3. Andrew McPherson spoke on behalf of ICSA Rep, Chris Thompson to raise the following points:

- a) The ICSA Rep wanted to put on record again concerns relating to the thermal layout of the Informatics Forum. DHGS confirmed that this is an ongoing issue and is being dealt with by Estates and Buildings
- b) The ICSA Rep wanted their concerns noted with regards to leasing out the land around the Informatics Forum to the BBC during the Festival period. The noise levels are extremely disruptive to many in the Informatics Forum. The DHGS confirmed that a contract to lease the land has been signed for this year but with certain concessions added. The ICSA Rep stated that though restrictions on noise level were a step forward most students would not benefit as they tend to work outwith general office hours. The DHGS will email Dave Robertson and Liz Elliot to make sure that this issue is maintained as a priority.
(Action DHGS)

4. CISA Rep raised the following points

- a) The CISA Rep received no response to the email request for issues to be raised. This may be due to the fact that a lot of students are close to finishing and CISA also hold monthly meetings which are used as an outlet to raise any issues.
- b) The CISA Rep wanted clarification on what issues were suitable to raise at the SSLC meeting. DHGS advised that the issues to be raised should be able to be discussed openly at the SSLC meetings. Sensitive issues should be brought up with PhD personal tutors and any issues relating to supervisors should be brought straight to the DHGS.