

## **Student Consultative Committee Meeting - Minutes**

For Monday 29th April, 2019.

1-2pm at 03-329 Steele Building

In attendance: Emily Conn, Laura Harvey, Hannah Smith, Sheran Hewa, Cameron See.

Apologies: None received.

Facilitator: Matt Rice

Secretary: Emily Conn

### **AGENDA**

#### **1. Discussion with Miranda Mariette - SEES Liaison Librarian**

- All libraries are predominantly now study spaces, and have 24/7 spaces.
  - Engineering library and Biosciences library have no books & are completely study spaces.
- Books with least use have been relocated to an offsite warehouse, as student surveys indicated desire for more study space.
- In addition, there are multiple computers throughout libraries, individual study desks, round tables, bean bags etc, as well as microwaves and fridges.
- Central library currently undergoing renovations to make new study areas.
  - Level 2 is going to be all study spaces.
  - Level 3 is going to have book collections and limited study space.
  - Unknown plans for Level 4.
  - Additional 250 seats will be available after renovations.
  - Renovations will all be finished by semester 2 (or July, hopefully).
  - Will also be new eating areas, new cafe, group rooms for booking in the Central Library area.
- For Postgrads (not Honours), they can go into a draw to reserve a locked desk for the semester, in Level 5 of Duhig Tower. Need to put name down at beginning of semester due to demand.
- Additional space is temporarily available during renovations in the fryer library (Level 4 - specialist research library).
  
- GIS training - Training space on Level 5 of Duhig, called "Centre for Digital Scholarships".
  - Offers training in GIS and other software. Sessions appear on training calendar of library website.
  - GIS won't have regular training but contact details available to especially request. Training provided by students of the school, so they're usually present in location at certain hours.
  - Find CDS here > <https://web.library.uq.edu.au/locations-hours/centre-digital-scholarship>

#### **2. Confirmation of Minutes from 15 April 2019**

#### **3. Actions/ Updates from Previous Meeting**

- Rock Museum in Steele – Request made for seating. P&F have washed down outside area so it's nicer to use now. But still no laptop space, need to keep pushing for that.
- Lockers - Steele lockers outside Room 250. Stack of 9 lockers, bring your own padlock, make sure you get them early. Locker facilities are also located in the kitchenette of the study area to the left of the Red Room (may need a fee).
- Still looking into additional GIS sessions and about ethics applications.
- Concerning multiple submissions of assignments on Turnitin and mandatory hard copy submissions - still being looked into. School looking to rule out all hard copy submissions in time

#### **Further Rep Feedback:**

- Breakout spaces - 315 A,B, and C, attached to planning studios area. People book out study rooms for 3-4 hours, but it's only allowed to be booked for an hour. Need to approach students yourself and ask them to move on. No other way to make it more obvious about booking limits. But if no one else is around and not in high demand, then people can remain past 1 hour.
- Env3115 Course - doesn't seem relevant to Planning students. Feedback that it's more scientific than what planners would need. Is there more appropriate course that deals with sustainability in planning? Matt advised that this should be put to current academic advisor for the course.

#### **4. Student Feedback Gathering Workshop**

- Current idea - Survey Monkey on mobile (2min to complete)
  - Asking about the "Good, sad, ugly". "How can we help?" "Is there one big thing you'd to change?"
  - Matt to email through survey questions for us to give feedback on, and then we'll plan through email how to disseminate surveys, if we want to attend lectures and speak about our rep role and the survey before class starts etc.
  - By week 13, SCC needs to sit down with key parties and discuss the survey's results.
- An idea is to get societies to share survey, and for study FB groups to ask peers for input.
- Can plan survey time before lecture content starts. Could have link on lecture board for people to quickly complete, have a Rep introduce the survey in person, and hang back afterwards with snacks/ lollies/ cupcakes for people who complete survey.
- Aim is to get more participation in survey to accumulate the cohort's average views.
- Could have competition for more in-depth surveys, to fill out with chance to win SEES merchandise.
- Can target smaller cohorts (eg. town planning students, not GEOS1100 students as comprised of many groups) in classes and lectures.
- PASS classes can tag on survey to revision content for 1st year students.
- Can have Qr Code or scannable code for people to easily access survey.
- We'll have a meeting once all data is collected to see how we can present it.
- Need to make sure students see the Reps and are interested in doing the survey, not just doing it because it's mandated. Also this survey needs to come from the Reps and not the school etc - more approachable.
- Can email out survey from student council email.

**5. Other Business**

- Room 314 and 315 in Steele - Rep asked for new roster sheet to show when rooms have times without classes. But usually, these rooms not free from 9am-5pm. These rooms are school-based so not centrally booked, so doesn't have a TV to see bookings. But Matt will investigate.

**6. Next Meeting**

- TBA