

The Hong Kong Polytechnic University
Department of Electronic and Information Engineering

Minutes of the Class Feedback Meeting (2006/2007 Semester 2) of Full-time Higher Diploma Programme in Multimedia and Multilingual Computing (Programme Code: 42076) held on 13 March 2007 at 10:30 a.m. in Room CD634.

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|------------------------|-----------------------|--------------------------------------|
| Present: | Dr Jimmy To | (Chairman and Programme Leader, EIE) |
| | Dr H.V. Leong | (Deputy Programme Leader) |
| | Dr C.K. Leung | (DQAC Chairman, EIE) |
| | Dr Bonnie Law | (EIE272 Subject Lecturer, EIE) |
| | Mr K.M. Chan | (COMP238 Subject Lecturer, COMP) |
| | Dr Grace Ngai | (COMP344 Subject Lecturer, COMP) |
| | Miss Cheung Ching Yan | (42076-2 Class Representative) |
| | Mr Yeung Ka Ho | (42076-2 Class Representative) |
| | Mr Lam Ho Lun | (42076-2 Student) |
| | Mr Tse Wing Leung | (42076-2 Student) |
| | Miss J. Ng | (Secretary) |
| Absent with apologies: | Dr Tiffany Tang | (COMP348 Subject Lecturer, COMP) |
| | Dr M.Z. Wang | (EIE383 Subject Lecturer, EIE) |
| | Mr Lam Ho Lun | (42076-2 Student) |

Minutes

Action

M1 The Chairman welcomed the students and the staff attending the meeting.

Feedback from Year 2 Students

“COMP238 Web Administration”

M2 Students showed appreciation to the teaching method of the subject lecturer. However, students worried that the teaching schedule could not cover the whole syllabus. The subject lecturer responded that he had explained to the students that the syllabus comprised of less important topics, that would allow him to adjust his teaching pace in future lectures.

M3 Students suggested that more space could be incorporated in the lecture notes to make them more comfortable for students to read and to jot notes. The subject lecturer responded that softcopies of all lecture notes were available from WebCT, students could enlarge the printing of the notes. The subject lecturer added that he would also try to adjust the layout and font size of lecture notes accordingly.

“COMP344 Multimedia and Multilingual Information Retrieval Systems”

- M4 Students expressed their satisfaction in the teaching method of the subject lecturer. However, some students encountered difficulties in understanding this subject. The subject lecturer responded that students without a strong background on programming would find it difficult in understanding some topics and completing the assignments. The subject lecturer would try to review her teaching materials to help them understand the subject better. The Chairman advised students to do more practice after class and to consult the subject lecturer on problems they might encounter in learning the subject.

“COMP348 Data Mining and Data Warehousing”

- M5 Students showed their appreciation to the teaching of the subject lecturer. However, teaching pace was too fast, whereas the subject was not easy to understand. Though there is an exchange student in the class, students still wished the subject lecturer would consider the possibility of conducting tutorial sessions in Cantonese rather than in English to enhance their understanding. The Chairman declined to use Cantonese for teaching as English should be the official medium of instruction of the University. He suggested the students to consult the subject lecturer on problems they encountered in learning the subject after class.

“EIE272 Internet Programming”

- M6 Students appreciated the teaching method of the subject lecturer and they were interested in studying this elective subject. Students reflected that they preferred more laboratory sessions to lectures, from which more hands-on experience could be gained.

[Post-meeting note: The subject lecturer responded that additional laboratory exercises will be assigned to the students after each lecture.]

- M7 Students believed the subject could be taught in first year as the students of Higher Diploma in Internet Technology and E-Commerce (HDITEC) of Department of Computing could study this subject in first year. The subject lecturer responded that it was compulsory for the students of HDITEC to study the core subject in their first year, whereas it was an elective subject for MMC students which could be studied in second year.

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“EIE383 Web Administration”

M8 Students appreciated the effort of the subject lecturer in teaching. However, students expressed that they had difficulties in understanding his accent, especially when the teaching pace was fast. They hoped the subject lecturer could slow down the pace especially when he was performing demonstration and explain the laboratory exercises during laboratory sessions. **The Chairman** would relate the feedback to the subject lecturer for his consideration. Meanwhile, students were encouraged to seek consultation from the subject lecturer after class either in Putonghua or in English. The Chairman responded that living in an international city such as Hong Kong and studying in a university promoting internationalization, students should learn to appreciate different cultures and try to adapt to different accents thereof.

The Chairman

Effective Communication in English

M9 In general, students expressed their satisfaction in communicating with their subject lecturers who were all proficient in English.

Overall Workload

M10 Students hoped that due dates of assignments could be announced as early as possible, so that better preparation can be made before deadlines. Students also expressed that the total overall workload from various assignments was quite heavy as they had to work on final-year project at the same time. **The Chairman** would relate the above feedback to **all subject lecturers** so that they would review their workload imposed on students in the remaining of Semester 2.

The Chairman
and all Subject
Lecturers

Project Report Writing Workshop

M11 Students expressed that Project Report Writing Workshop would be useful if the subject lecturer could provide them with sample writings related to the topic of information technology instead of electronic engineering. **The Chairman** would relate the feedback to Project Management Team Leader of EIE.

The Chairman

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Problem of Skipping Classes

- M12 The subject lecturers of “COMP344 Multimedia and Multilingual Information Retrieval Systems” and “COMP238 Web Administration” reported that class attendance was getting worse. The subject lecturer of COMP344 reminded the students that the main points of the subject were delivered in her lectures and tutorial sessions. Students who could not catch up with her teaching materials might not be able to pass in the examination. The Chairman added that passing a subject should not be taken for granted just because the programme is in its last year of operation. Students should satisfy the requirements of the subject in order to pass it.
- M13 The subject lecturer of “COMP238 Web Administration” had sent reminder to each absentee via email to stress the importance of attending lectures and tutorial session. **The Chairman** would send an email to MMC students to remind them of the importance of attending classes.
- M14 There being no other business, the meeting was adjourned at 11:15 a.m.

The Chairman

Janice Ng
Secretary
Class Feedback Meeting
Department of Electronic and Information Engineering

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