

Responses to Student Comments on Year 3/4/MSc “Meet Your Tutor” Lunch on Weds 28th Oct

BOTTLE IT

Students' Comments	Staff Response
NEW LECTURE ROOMS ARE VERY ADVANCED AND WELL BUILT	Good to know. From the staff perspective they are not 100% perfect (e.g. whiteboards that you can actually write on would be good), but there's another round of “fixing” going on. Also, refurbishment of other main lecture theatres will be taking place during the year.
STAFF STUDENT DRINKING SESCH?	We'll arrange a staff-student social event by the end of term.
ORGANISED CAREERS FAIRS ARE HELPFUL BUT MORE OF THEM WOULD BE AMAZING.	We'd like to do more. We're assessing the success of the “employability day”, and there could be grounds for repeating this every semester. There are also the Autumn and Spring careers fairs (the Autumn is bigger as the main companies are most active at this time of year.)
MORE REGULAR FEEDBACK FROM TUTORS IN 1-1 SESSIONS	Point taken. We will encourage tutors to meet their tutees as a de-brief towards the end of term. We operate an open-door policy to accessing tutors, so please drop your tutor an email if you would wish to meet at any time. If you have problems accessing your tutor you should report it though the feedback email addresses and it will be picked up by the year tutor.
SSP WORKS	We are fortunate in IEN/EEE to have a very active and functioning Student-Staff Panel (SSP). We need to let every student know that this is the case, and this is the avenue to initiate change for the good in all our degrees.
THE EXTRA LAB EQUIPMENT AND WORK	Great! We've invested £160k into new equipment in the electronics and control labs in just the last summer and glad to know that you appreciate it.
MORE RESEARCH ENGAGEMENT THIS YEAR IS A GREAT IDEA	Good! We'd like more students to come along to these events. We ALWAYS have a research seminar on Weds in term time (either at 3:30 or 4 pm) in S/1.25. All welcome.
CV EXPERIENCE/FEEDBACK IS GOOD, HOWEVER IT DEPENDS ON WHO IS GIVING THE FEEDBACK. ENSURE IT IS RELEVANT TO STUDENT	Point taken. All staff (e.g. tutors) will be able to provide feedback on things like CVs but we encourage students to get a “second” or “third” opinion of other staff if they wish.
NEWSLETTER WAS GOOD BUT, I'VE ONLY SEEN ONE. CAN IT BE PERIODIC? (IF IT IS THEN I DIDN'T GET IT)	The newsletter is published once a semester. So far, there have been two (one in Autumn 2014, one in Spring 2015). There'll be one coming soon for Autumn 2015. We hope that this will become progressively student-led, through the SSP. There is also a mechanism to feed back through the mailchimp blog, and we would appreciate any comment on how to improve it.
EMPLOYABILITY DAY BUT MORE COMPULSTORY	We feel that even students who have done the YII should benefit from some of the

FOR SECOND YEARS NOT STUDENTS THAT HAVE ALREADY DONE A YEAR IN INDUSTRY.	activities on the day, so we are still keen to make it compulsory for all.
THIS THING IS COOL	Not sure what this is referring to, but if it's the staff-student lunch then we enjoyed it too, and there'll be another one in the Spring.

BIN IT

Student's Comments	Staff Comments
EN3004, PDP	We review the effectiveness of all of our modules on an annual basis. Decisions relating to school-wide modules such as this are considered at the Teaching Executive Committee (TEC), so this will be raised at TEC. The PDP cant be "binned" as it's part of what it is to be a professional, i.e. a commitment to continual professional development throughout working life. The form of the PDP itself is under review and an on-line equivalent will be introduced in the near future (as a Cardiff Uni requirement). We are also introducing IET Career manager for IEN/EEE students, that we hope will be of longer term value to students as they progress into employment.
THE WAY OF ASSESSING THE YEAR IN INDUSTRY. SHOULD BE ASSESSED BY YOUR INDUSTRY TUTOR ON VISIT OR THE COMPANIES SHOULD MATCH THAT OF THE IET!	Point taken. This will also be raised at TEC. Also point taken about the general administration of the year in industry, which we had to censor before this document could be circulated.
YEAR IN INDUSTRY FEES	There is clearly strong feeling about this (see below). These fees are set by Cardiff University, not by ENGIN. It is a recurring issue and all we can do is to report back to the University the general student dissatisfaction with this fee.
YII FEES	See above
YII FEES	See above
TUITION FEE FOR YEAR IN INDUSTRY	See above
£1,800 YEAR IN INDUSTRY FEE. £1,800 TO DO 4 REPORTS, 2 ASSIGNMENTS, 18 COMPETENCY SHEETS, ETC ETC AND A PRESENTATION GAP YEAR = FREE AND NO REPORTS!	See above
YII FEES	See above
TUITION FEES FOR YII?? POINTLESS	See above
COMPULSORY RENEWABLE ENERGY PROJECT	The structure and content of the IEN programmes are under review this year. There is good sense in offering IEN the same group project choice for MEng4 as for EEE, including the "group" (i.e. "research") project.

BREW IT

MORE END OF THE YEAR SPORTS EVENTS FOR AFTER EXAMS OR JUST BEFORE HOLIDAY. (SOFT-BALL EVENT WAS VERY FUN)	Agreed! Don't forget the touch rugby, which almost hospitalised some of us staff! We'll have one event later this semester and another in the Spring.
BETTER LINKS TO NEWSLETTER	As a result of student feedback we printed the newsletter and left copies in the Forum, in addition to having it online. We need more people to sign up to the associated Facebook and Twitter accounts so that students can receive info more effectively (we all suffer from email fatigue) – please see Facebook.com/eeessp, SSP - @CDF_EEE_SSP Teaching Office - @ENGINCardiff. Please also provide us with feedback once the newsletter is published, either through the 'comment' links in the Newsletter blog, or via the usual ways.
“WHAT WORKED BEST FOR PAST STUDENTS TO BE SUCCESSFUL”	We have discussed mentor roles for students (e.g. year 4 mentoring year 3, year 3 mentoring year 2, year 2 mentoring year 1). We haven't progressed with this, but if students are willing to volunteer to be mentors then we can roll this out. It's definitely a good idea, but one that takes time for the individuals concerned. We are also considering the idea of a “Super Tutorial”, involving tutors meeting their tutees from all years so that students in all years mix and share experiences.
IT SOFTWARE SHOULD BE READY BEFORE LABORATORY LECTURES	This should be the case – if it's not we need to know the specifics so that we can put it right. Please use the IENfeedback and EEEfeedback email addresses. We are working hard to secure 'free licenses for all IEN/EEE students', both for Keysight ADS and others, as well as Labview and Microwave Office.
MAYBE IS BETTER TO HAVE MORE THAN ONE EXAM PER TERM	??? There are exams in all taught modules, so everyone ends up with at least three exams in each of the January and May exam sessions. If this comment refers to mid-term tests, we think one is usually enough in years 1 and 2 as we don't want to over-examine students.
TIMETABLES AND SEMESTER SCHEDULES SHOULD BE PLACED IN ONE PLATFORM	We'll review what we've issued this year and see if it can be made clearer in future.
FOR INTERNATIONAL STUDENTS, WHO DON'T HAVE RESIDENCE IN THE UK, WE CANNOT CHECK OUR EXAM ANSWERS DURING SUMMER.	If this comment refers to exam script viewing, we will discuss options as to how this might be done for overseas students. In principle the technology is there.
NO ACADEMIC HELPER FOR EEE IN INTEGRATED BUILDING DESIGN (EN4102). HELP ME!!!	We can get EEE support in this module in future. Prof Benedikt is already on the case to deal with this if there is an urgent issue for this academic year.
THE AMOUNT OF LAB SESSIONS IS TOO FEW TO HAVE PRACTICE AND EXPERIENCE.	We would like to have more labs ourselves but we have to be careful that we don't over-load students. For example, this year we have introduced a set of new labs for the new Comms modules for year 3 EEE. We will always review modules to see if

	<p>their lab content is appropriate (i.e. needs to be revised, reduced, or expanded). We provide an open lab policy, and try to put measures in place for students to carry-out additional lab work in their own time – breadboards, tool kits and pigeon holes for year 2 for example. Also, lab content has been structured to better support this with clearly defined elements to be done in the taught session, and parts that can be completed outside the session.</p>
<p>TUTORS HAVE A LOT OF SUPERVISED STUDENTS, AND IS HARD TO TALK TO THEM BECAUSE THEY ARE BUSY</p>	<p>Staff have very many demands put upon them but there should be a weekly meeting for project students. If this is not happening then students need to report it through the IENfeedback and EEEfeedback emails.</p>
<p>SPECIFY WHAT THE BACKGROUND SHOULD BE FOR EACH MODULE</p>	<p>This is normally stated in the notes to support each module, and pre-requisite modules that need to have to be taken in earlier years are listed in the schedules of assessment. If there are particular modules where this isn't happening then can you please report the issues to your year tutor.</p>
<p>EXAM FEEDBACK: WHERE AM I RELATIVE TO CLASS MATES WHAT CAN I DO TO IMPROVE</p>	<p>This is a very valid comment. It was discussed at TEC today (29th Oct) and we have had TEC approval to display all of the (provisional) average marks for the January exams as soon as the results are issued, so that students can see their performance relative to the cohort.</p>
<p>MAKE SURE TO BE ABLE TO INSTALL PROGRAMS (NEPLAN) ON LABS, DON'T WASTE OUR TIME</p>	<p>Point taken. This comment will be passed on to the staff concerned.</p>
<p>MOST YEAR 3 MODULES ONLY HAVE EXAMS. INCLUDING COURSEWORK CAN PROVIDE HIGHER PASS RATES</p>	<p>Yes, but we have to be careful about the amount of coursework. Generally, students want less coursework, and the modules with no coursework are usually the most popular choices. We have to ensure that the coursework for each module is contributing to the learning outcomes (i.e. it is fit for purpose), and we will include coursework only if we can ensure this. We know from experience that more coursework in year 3 results in less time devoted to the project.</p>
<p>IMPLEMENT TUTORIALS FOR PEOPLE THAT WERE ACCEPTED TO THE MSC WITHOUT THE PROPER BACKGROUND</p>	<p>Good comment. We will discuss this at our next year tutors meeting.</p>
<p>PUT PLUGS IN NEW LECTURE THEATRES (1.21) TO PLUG NOTEBOOKS</p>	<p>If there are nearby sockets then you are welcome to use them (as long as you don't cause a trip hazard), but it's not possible to have mains sockets at each desk.</p>
<p>CAN THERE BE MORE GROUP WORK AND MORE INDIVIDUAL PRESENTATIONS?</p>	<p>We introduce group work in years 1 and 2 via the Design Case Study and Integrated Design Study, respectively. We could certainly consider more group work if there is a large demand for it, and also more opportunities for students to present their work (though again we are conscious of increasing what is already a heavy workload).</p>
<p>MORE EVENTS LIKE BABOCK IN OTHER YEARS OF THE DEGREE</p>	<p>The Babcock activity is well-received by first year students and it's a good point that you've made in terms of what could we do in other years. We'll discuss this at our next year tutor's meeting.</p>

MORE RECOGNITION/AWARENESS OF ANNUAL AWARDS, MAYBE USING THE NEWSLETTER?	We are firm believers of “credit where credit’s due” and we could devote a section of the newsletter to awards (also to successful scholarships through the Power Academy and UKESF) – good idea!
MORE SUPPORT FROM EEE ACADEMICS FOR 4 th YEAR PROJECT (????? RENEWALBE ENERGY)	This point has already been taken on board by the year 4 tutor Prof Benedikt and we will try and get someone from EEE linked to this project as soon as we can.
CAN WE BE PROVIDED THE ANSWER TO ALL TUTORIAL QUESTIONS?	This is left up to academics. There is no school-wide rule on this. Normally, numerical answers are provided as a bare minimum. If you could let us know the specific modules where this is not available then we can take action on it.
MORE EMPLOYABILITY DAY TO ENROLMENT WEEK SO NO LECTURES ARE MISSED	This will be hard to do in practice. We will have to forgo lectures for activities such as this but generally we are able to make up for the lost time within the existing timetable.
MOVE EMPLOYABILITY DAY TO A WEEK EARLIER SO WE CAN PREPARE MORE FULLY FOR PA/UKESF APPLICATIONS	Excellent point. We’ll run it in week 2 next year to allow the extra time.
CAN THERE BE MORE EXPLANATIONS ON THE WHITE BOARD INSTEAD OF ONLY POWER POINT	Some of us have given up on PPT and reverted to the whiteboards, and this has been well-received by students. It won’t work for all modules, but we should raise awareness among staff of the success of this style of teaching (but we don’t want to revert back to the “good old days” where you had to scribble everything down with no printed notes!). We also have the option of writing on tablets, which can be projected and also recorded as a pdf (and later distributed).
FOR FUTURE NEW LECTURE ROOMS, DESK SIZE SHOULD BE A BIT BIGGER	Not many of us staff have actually sat at these desks yet so we’ll check it out.
REPORT FEEDBACK? NOT JUST RED PEN	We assume that you mean “face-to-face” feedback here? It is often quicker to provide this sort of feedback than written feedback so we’ll see what we can do.
MORE FIELD TRIPS & SITE VISITS	We are introducing more industry-related activities, coordinated by Dr Richard Perks as our Industrial Enhancement Tutor. We are happy to take requests for site visits, so please let us know if there’s somewhere you’ve always wanted to look around (within 2 hours drive ideally). We have a number of sites to which we take students (e.g. Aberthaw power station, Rutherford Appleton Labs), so watch this space.
MORE COURSEWORK! HANDS ON IS FAR BETTER THAN EXAMS	It’s interesting how this comment keeps recurring. See what we’ve said above.
THERE SHOULD BE (2 WEEK) REFRESHER (2 WEEK) SESSION OF POWER SYSTEM ANALYSIS FOR MSc ELECTRICAL ENERGY SYS. BEFORE ACTUAL START OF COURSE.	The MSc has run successfully for many years without such a course, but anything is possible if there is a student demand (and an academic necessity).
MSc: 1. WE NEED MINIMUM 3 YEARS EXAMS PAST PAPER TO UPLOADED ON LEARNING CENTRAL	Two years of exam papers are provided as a standard. Older exam papers can be provided on request. It is up to the academics regarding the detail of the tutorial answers, but numerical answers should be provided as a bare minimum. Note also

2. WE NEED THE TUTORIAL WITH SOLUTION TO BE UPLOADED ON THE LEARNING CENTER.

that we are trying to train students in the higher years for real life engineering, where problem solving is not a matter of having studied enough past problems.

FREE COMMENTS

Student's Comments	Staff Comments
INTEGRATED ARE OFTEN FORGOTTEN ABOUT IN ENGINEERING (LAST TO GET RESULTS ETC)	All results from ENGIN last year were sent to the Registry on time for all schemes (in fact IEN/EEE were the first), so we do not understand how the results were issued late. The IEN student reps now sit on both the IEN/EEE and MMM staff-student panels, and so have a major influence in both of these degree disciplines. We are also planning on nominating an "IEN Tutor" who will "champion" IEN interests in all four years of the degree course. This year we have moved to tutorial groups comprising a mix of IEN and EEE students to ensure better integration of the two cohorts. The IEN degree course is currently under high scrutiny as we review the degree content for 2016/17 onwards.
LECTURES SHOULD BE ABOUT LEARNING NOT ONLY ABOUT THE FULFILL THE SCHEDULE	We agree, and if modules are not achieving their learning outcomes from your perspective we'd like to know more details of the modules you think are deficient. Please use the feedback emails or the suggestion box outside the teaching office.
MAYBE OFFER INTEGRATED WITH A LANGUAGE, LIKE THEY DO WITH MECHANICAL ENG?	There should be no issue with this and we will consider introducing it as part of the major IEN review.
HAVE LECTURE NOTES OR AT THE <u>VERY</u> .LEAST SLIDES ON LC BEFORE (EVEN MINUTES) THE LECTURE. I HAVE BEEN ASKING FOR MATERIALS SLIDES FOR 4 WEEKS!	Lecture notes should be available on LC prior to lectures. Please use the feedback emails to report instances of this not happening and we'll try and fix it.
STUDENT STAFF DRINKING SESH? Picture of cup of tea/coffee	We're getting to the time of the semester when we could all do with a drink!
NEED MORE MICROWAVE OVENS	We had major problems last year getting just the one oven! We'll see what we can do. How many do you think we need?
TIGHTER MARKING DEADLINES	We try to make sure that assessed work is returned with a deadline of 2 weeks after submission. This is monitored by the teaching office and staff who fail to meet this deadline are reported to the head of discipline.
INTEGRATED ENG SOMETIMES FEELS LIKE AN AFTER THOUGHT. OUR EXAM RESULTS ARE ALWAYS LATE. FOR THE EMPLOYABILITY DAY NONE OF OUR LECTURES WERE CANCELLED!	See the comments above about IEN. The last thing we want is for IEN to be considered as an "afterthought". We feel that we need to ensure that it benefits from BOTH of the major strengths of the EEE and MMM disciplines. Regarding the postponement of lectures, MMM staff did not want lectures postponed, or for IEN students to be excused from these classes. So what do you expect us to do in such

	situations? Cancel the whole event? IEN students were excused from EEE classes as an interim measure so that they could benefit from some of the day's activities. Please bear in mind that MMM and ACE did not have an employability day, so they were the ones who really missed out. The only solution is to roll this out for the whole of ENGIN.
MORE COMMERCIALING INNOVATION MODULES WITH XING	We will pass on this comment about Xing commerce tools to Dr Jeremy Hall, who leads these activities.
MAYBE MORE SPECIALIST THIRD YEAR PROJECTS DIRECTED TOWARDS INTEGRATED	Point taken. We are working on this with companies like Renishaw. Much of our research work fits into the "electromechanical" and "mechatronics" areas and we will try and get a better selection of projects for IEN next year.
CIRCULAR E-MAILS FROM THE TEACHING OFFICE AREN'T FIT FOR PURPOSE. JOIN THE 21 ST CENTURY - HAVE AN OUTLOOK CALENDER WITH EVENTS TO COPY OVER. THIS WILL ALSO LEAD TO STUDENTS BEING <u>PREPARED</u> FOR THE WORKING WORLD (CORPORATE)	We are very happy to join the 21 st century! We have Facebook and Twitter accounts but we need our students to join/follow us. We can also implement Outlook calendar for student activities. We hate emails as much as you do (the average academic gets over 100 a day), but until we can be assured that students will actually engage with these tools we're stuck with email.
INTEGRATED STUDENTS NEVER KNOW WHERE RETURNED WORK IS IN THE TEACHING OFFICE (SOMETIMES MMM/EEE)	It goes to "EEE". We will make the labelling clearer by using "IEN/EEE". Anything going to MMM is going there by mistake, so we'll try to stop this.
WHEN I INTRODUCED MY DEGREE TO A SENIOR ENGINEERING ON MY YII, I RECEIVED 'THAT SOUNDS LIKE SOME BULLSH*T MEDIA STUDIES DEGREE'. IS THAT HOW WE SHOULD BE PERCEIVED?	I'm not sure if everyone would concur with this comment. If you can give us the contact details of the person you mention (and the particular degree course) then we will be quite happy to call them and discuss the content of our degree courses in detail. Internationally leading companies (BAe, Selex, Arup, NI,...) highly value our students and degrees, and have been employing our graduates in ever increasing numbers. It will be interesting to know what our graduates think of such a comment.
STUDENT STAFF SOCIALS WANT MORE STUDENTS AND STAFF TURN UP	We also want more staff and students to turn up. We'll round up the staff if you can round up the students.
OPTIONAL LEARNING SHOULD BNE ADDED - *WELDING* - MACHINING WHAT IS CURRENTLY PROVIDED IS RUBBISH	If you mean that you'd like more hands-on experience with metalwork and general manufacturing then we'll factor this into our review of IEN.
COMPULSORY EMPLOYABILITY DAY DIDN'T REALLY APPLY TO INTEGRATED STUDENTS	Partly, because MMM didn't excuse students from lectures. See comments above.
MORE AND BETTER FEEDBACK MORE AND BETTER FEEDBACK MORE AND BETTER FEEDBACK	We'd like to provide effective feedback, but.... Tell us what feedback is most effective for you, Tell us what feedback is most effective for you, Tell us what feedback is most effective for you.
IS THERE ANY REAL POINT OF INTEGRATED	IEN has to have an administrative home, and this is now EEE (it used to be MMM). We

BEING EEE? THE MAJORITY OF MODULES ARE MMM?	see this as an opportunity to enhance this degree and to address the imbalance between the MMM and EEE modules offered. This does not happen overnight. We will submit proposals for a revised IEN degree to our Board of Studies in Spring 2016, for approval to roll out in Autumn 2016.
INTEGRATED SHOULD HAVE MORE CHOICES WITH MODULES E.G. BIOMECHANICS & ADVANCED MATERIALS	IEN is now subject to a major review and it's good to know the type of modules that students would like to see offered. We will call another open meeting with all IEN students in years 2, 3 and 4 towards the end of the semester, to seek wider opinion on the existing degree course and how it can be changed for the better from the student perspective.
WHAT 'NEWSLETTER' DO YOU SPEAK OF? ONCE AGAIN, HAVE YOU NEGLECTED INTEGRATED FROM THIS??	This is for all IEN/EEE students and hardcopies were left in the Forum, and circulated by email. There is one issue per semester, with the first in Autumn 2014, the second in Spring 2015 and a new one to be published later this Autumn.