

**UNIVERSITY OF CAMBRIDGE
COMPUTER LABORATORY**

Chairman: Ms J M Samols

Secretary: Ms J M Samols

Minutes of the thirty third meeting of the Outreach Committee held at 13:00 on Thursday 18th June 2015 in the Computer Laboratory, William Gates Building, JJ Thomson Avenue.

Present Dr B Roman
 Dr RK Harle
 Mrs M Sammons
 Ms JM Samols

Apologies Mr A Aucinas
 Mr R-G Urma

1. Coding Summer School

Rob Harle noted that 79 students had confirmed attendance. An invitation for the final place would be extended to a student on the wait list.

Thanks to a generous private donation from Laboratory graduate David Singleton (and the fact that it would be matched by David's employer Google), there would be no charge for tuition. The cost for those residing in College would be £125 (for dinner, bed and breakfast).

Jan Samols asked for clarification on the number of tutors that had signed up to teach. Rob Harle stated that 13 tutors were required but that he would ascertain the number already earmarked once he had spoken with Andrius Aucinas. It was noted that all outstanding DBS applications should be submitted as a priority.

Rob Harle stated that he had made some significant changes to the course materials. As the CCA were holding another summer coding course at the end of July (using the same materials) there would be adequate time to review whether any further changes were required.

Rob Harle noted that the course would be intensive comprising two three hour sessions per day as well as a 45 minute guest lecture. There would be a number of small breaks in addition to a 45 minute lunch break.

Jan Samols agreed that she would confirm the room bookings and the process for paying the course tutors.

2. July Open Days

Megan Sammons agreed to contact all DoS to ascertain which projects would be worth demoing.

It was agreed that the posters should be checked to ensure that the information displayed was up-to-date.

3. Date of next meeting

The next meeting will be in SW00 on Monday July 27th at 10am.