

FACULTY OF COMPUTER SCIENCE AND TECHNOLOGY
TEACHING COMMITTEE MEETING

Chairman: Prof Larry Paulson

Secretary: Mrs Jennifer Underhill

**Minutes of the meeting of the Teaching Committee held on
Tuesday 12 January 2010, GC22, William Gates Building**

Present:

Dr Ann Copestake

Dr Rob Harle

Prof Larry Paulson

Prof Anuj Dawar

Dr Andrew Moore

Miss Christine Northeast

Mrs Jennifer Underhill

1. Apologies for absence

Apologies were received from Dr Ian Wassell

MINUTES OF THE PREVIOUS MEETING

2. Approval of minutes of the previous meeting

The minutes were signed and agreed.

3. Any matters arising from the previous minutes

3a. Item 6a. iii. 27 November 2009. Review of Part II, Age of courses

It was agreed that, for the purpose of keeping course content up to date, the Chairman would ask all lecturers of Part II courses to advise the Teaching Committee when courses were last revised. It was noted that CHN would provide the Chairman with a list of email addresses.

ACTION: LCP & CHN

3b. Item 10. 27 November 2009. Any other business, Adding Operating Systems to Paper 1

The committee received a brief proposal outlining how hardware basics could be incorporated into Paper 1. The committee were in favour of the idea, provided that RKH could send a re-drafted proposal to the Teaching Committee via email.

ACTION: RKH

STANDING ITEMS

4. Sabbatical leave and substitute teaching

Nothing to report.

5. Review of staff-student consultative forum minutes

The Chairman of the staff-student consultative forum outline the following comments from the previous minutes

5a. There was a very small interest in the creation of a smaller Foundations of Computer Science course for Natural Science Tripos students.

5b. There were no complaints about the removal of Cockcroft 4.

5c. A lecture list in iCalendar, to complement the existing timetable, was suggested.

5d. It was also noted by the Part IB students that the Group Project descriptions seemed exceptionally hard this year.

The Teaching Committee thanked the Chairman of the staff-student consultative forum and noted the comments.

6. Revision of the Tripos

6a. Review of Part II

A draft document of the Part II review has been received by the committee, with the intention that it guide discussion and identify issues worth pursuing.

6a. i. Part II Supervision Quality Control

The Teaching Committee expressed concern over the lack of quality control of Part II supervisors, as such, it was agreed that each lecturer should approve supervisors for their course(s). It was noted that lecturers will have to take responsibility for supervisors, any supervisor not approved will not be permitted to supervise.

ACTION: JCU

6a. ii. Supervisor Feedback

It was felt that finding a way for supervisors to feed back comments to lecturers about their courses would be valuable, however the Teaching Committee would not be the most appropriate place to discuss this.

6a. iii. Part II Project Overseeing

It was noted that the Part II Project Co-ordinator will brief overseers of their responsibilities.

It was agreed that the Chairman would contact the Part II Project Co-ordinator to request that he communicate to the overseers that the Teaching Committee are happy for overseers to swap students if they do not feel that they have enough knowledge in a specific area to oversee effectively.

ACTION: LCP

6b. Overlap between Digital Signal Processing and Information Theory & Coding

It was noted that there is a need for MGK and JGD to discuss the overlap between their courses, it was agreed that the chairman would initiate this discussion.

7. Liaison with the MPhil in ACS

Nothing to report.

8. Liaison with the MPhil in CSTIT

Nothing to report.

EXCEPTIONAL ITEMS

9. Michaelmas feedback

The Teaching Committee were generally happy with the feedback from Michaelmas courses.

It was agreed that the Chairman would email lecturers reminding them to look at the feedback,

ACTION: LCP & JCU

10. Reading list for accepted candidates

It was agreed that the reading list for prospective students needed updating, and as such, the Chairman invited the members of the committee to rewrite the reading list and propose their ideas at the next meeting.

11. Feedback System

The Teaching Committee trialled a new feedback system, using CamTools, which they felt was an improvement on the previous feedback system. It was noted that assistance may be sought from RKH in order to set-up the new feedback system.

12. Any other business

Nothing to report.

13. Dates of future meetings:

Tuesday 9th February, 2.15pm

Tuesday 9th March, 2.15pm

Tuesday 20th April, 2.15pm

Tuesday 18th May, 2.15pm

Tuesday 22nd June, 2.15pm