Chairman: Prof Larry Paulson  
Secretary: Mrs Jennifer Underhill

Minutes of the meeting of the Teaching Committee held on  
Tuesday 18 May 2010, GS22, William Gates Building

Present:
Dr Ann Copestake  
Prof Anuj Dawar  
Dr Rob Harle  
Miss Christine Northeast  
Prof Larry Paulson  
Mrs Jennifer Underhill  
Dr Ian Wassell

1. Apologies for absence
Apologies were received from Dr Andrew Moore.

2. Approval of minutes of the previous meeting
The minutes were approved and signed.

3. Any matters arising from the previous minutes
3a. Item 10a, 21 April 2010. Teaching Loads
The Teaching Committee thanked JCU for preparing the data, showing lecturing and practical hours as timetabled for the Computer Science Tripos and MPhil ACS. They would like to note that determining the actual load of each member of academic staff will require more data.

3b. Item 9, 21 April 2010. Lent Feedback
RKH reported that he had contacted CARET in regards to the deletion of defamatory comments from the feedback system, but had not yet had a response.

STANDING ITEMs

4. Sabbatical leave and substitute teaching
4a. Simon Moore requested sabbatical leave during Easter Term 2011, the committee noted that this had been approved by email correspondence.

5. Review of staff-student consultative forum minutes
Nothing to report.

6. Revision of the Tripos
Nothing to report.

7. Liaison with the MPhil in ACS
Nothing to report.

8. Liaison with the MPhil in CSTIT
Nothing to report.

EXCEPTIONAL ITEMS

9. Recording of Lectures
The committee would like to thank Ian Davies, Brian Jones and JCU for their help with arranging the recording of lectures during the travel disruptions caused by the volcanic ash.
It was agreed that due to issues with equipment, worries that students would not physically attend lectures, and number of other concerns, lectures would not be recorded unless there was another situation where a number of students were unable to return to Cambridge.
It was noted that recording of lectures might be beneficial for outreach and the Teaching Committee may want to pursue this further next year.

10. Any other business
Nothing to report.

11. Date of next meeting
The next meeting will be held on Tue 22 June at 2:15pm in GS15