UNIVERSITY OF CAMBRIDGE
FACULTY OF COMPUTER SCIENCE & TECHNOLOGY

Chairman: Dr David Greaves   **Secretary: Ms D. E. Pounds**

Unconfirmed minutes of the meeting of the Tripos Management Committee
held on Monday 13 October 2014 at 14:00 in GS15

Present

Prof Ann Copestake *(Deputy Head of Department)*

Dr Richard Gibbens *(Representative on Mathematics Faculty Board)*

Dr Robert Harle *(Part IA and IB coordinator)*

Dr Mateja Jamnik

Prof Ian Leslie *(Acting Chairman)*

Ms Dinah Pounds *(Secretary)*

Prof Peter Robinson *(Exchange Programme Organiser)*

1. **Apologies for Absence**
   Dr David Greaves
   Dr Simone Teufel

2. **Sabbatical and other leave**
   The Committee agreed to support the sabbatical request made by Prof Ann Copestake for the academic year 2015-16. The undergraduate teaching will be covered by members of the NLP research group.

3. **Notification of any other business**
   i.   The Committee's advice is sought on whether a Director of Studies should supervise their own students for the Part II project.
   ii. Admissions

MINUTES OF THE PREVIOUS MEETING

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

5. **Matters arising**
   i.   Arrangements for Part II Types. The change in employment circumstances of the proposed lecturer may require the arrangements to be revised. The Committee requested that Profs Mycroft and Pitts be consulted. **Action DP. Afternote:** Prof Mycroft has confirmed he has discussed the matter with the lecturer and is happy the current arrangements will be upheld.
   ii. The Committee confirmed that funding is not in the remit of this Committee and that it was a matter for the Senior Management team. The Chair confirmed that funding for new equipment for Part IB Ecad practicals has been agreed.

REPORTS FROM OTHER COMMITTEES

6. The minutes from the Staff-student Consultative Forum were not available. The Chair of SSCoF confirmed there were no outstanding issues to address.

7. **Correspondence**
   None received

EXCEPTIONAL ITEMS

8. **Report on the tripos examinations, June 2014**
   i. Examiner's reports. The External Examiner report had queried the weighting of Part II papers. The Committee would like some research to be undertaken on this at a later date. **Action DP**
   ii. Tripos performance by gender. The results are mixed with female students achieving a range of classes. It was felt that some research to ascertain why some female students only achieved a low class would be worthwhile. The Directors of Studies concerned will be approached. **Action DP.**
   iii. The structure of Examinations for 2014 – 15 was approved.

9. **Progress on the proposed introduction of a third paper for Part IA.** Prof Leslie reported on two meetings held with the Education and Student Policy Office. It was agreed that a Paper 0 which ran for a whole academic year was not advisable. Instead, it is proposed that students take a Paper 1 and 2 in Part IA with simpler material studied in Michaelmas term. All material will be core computer science. Paper 3 can be taken in either Part IA or IB and students will still have an option to take a Natural Science or Maths.
   A proposal on the structure will now be taken to the Computer Science Faculty Board, and afterwards to the Education and Student Policy, for approval. The finer details of content will be decided at a later date. The over-reaching aims are to make the tripos more attractive to women applicants, enable more practical work and allow more flexibility to make adjustments for varying prior knowledge and learning. The Cognitive and Social Systems working party will now prepare a content proposal. Their hope is to develop computer science as a creative, experimental subject.

10. **Learning and teaching review.** The Department's General Board Learning and Teaching review will take place in Lent term 2015. Discussion and preparation of a submission document will take place in Michaelmas term 2014.

11. **Forward planning for 2015-16.** Prof Mike Gordon will be retiring at the end of the academic year 2014-15. He is lecturer for the Part II Hoare Logic and Temporal Logic and Model Checking courses. The Committee agreed that these topics are lecturer specific and will not run after this academic year.

12. **Any other business**
    i. The Committee agreed it is quite satisfactory for a Director of Studies to supervise their own students for the Part II project but confirmed the importance of a different overseer.
    ii. We have admitted 103 students to Part IA, exceeding our planned intake of 100. Taking in to account transfers and exchange students, we anticipate 110 students in Part IB next year. The current trends are showing sharp increases year on year. This is unsustainable without an increase in resources. The Committee request this be discussed at a structured Wednesday meeting. **Afternote**: The meeting will take place on Wednesday 3rd December.

Date of next meeting: Monday 17 November 2014 at 14:00 in GC15