

UNIVERSITY OF CAMBRIDGE

FACULTY OF COMPUTER SCIENCE & TECHNOLOGY

Chairman: Dr R K Harle

Secretary: Mrs M A Sammons

The Directors of Studies Forum held on Thursday 8 January 2015 at 14:15 in FW11 in the William Gates Building

Present

Prof J M Bacon (JE)
Dr A F Blackwell (D)
Dr D Chisnall (MUR)
Dr J K Fawcett (Chu,LC,M,N)
Dr D J Greaves (CC)
Dr T G Griffin (K)
Mr C K Hadley (PEM)
Dr R K Harle D, F,ED)
Dr J M Hayman (E)
Prof A Hopper
Prof I M Leslie (CHR)

Dr K Moody (K)
Dr S W Moore (TH)
Dr R D Mullins
Prof L C Paulson (CL)
Ms D E Pounds (Teaching Admin Mgr)
Dr A C Rice (Q)
Dr B Roman (H)
Mrs M A Sammons (Teaching Admin Ast)
Mrs C Stewart (Departmental Secretary)
Dr S Taraskin (CTH)
Dr G Titmus (CAI)

1. Apologies for absence

Dr A R Beresford, Dr P J Buttery, Ms L M Gough, Dr A C Norman, Dr B G Roberts, Prof P Robinson, Dr R W Sharp, Dr C P Town and Dr R R Watts

2. Matters arising from previous minutes

Correction from July 2014 minutes point 9.

It was noted there is no official mechanism for feedback for Part II dissertations. In lieu of this the meeting agreed the best advice to students was to take advice from their DoS, to read the Pink book and look at the past dissertations in the library.

3. Notification of any other business

ACR wanted to advise that he would be running an advanced supervisors workshop in Lent term.

4. Review Winter Pool

Dr Fawcett reported that the winter pool ran smoothly and thanked DoS for filling the files in and returning them to him. His graphs were referred to and analysed. JKF observed that quartile Z students (overseas) are dominant and we are very much an international subject when compared to the rest of the University. Quartile A students were distributed throughout a larger number of colleges than in previous years.

Dr Fawcett noted that approximately 18% of applications were from females. Analysis indicates that female candidates are strong and concentrated in Q, A B and Z quartiles but only 12% of offers made have been to female applicants. There is some concern that there are good female candidates who are not succeeding during the interview process and that there were several strong females applicants who were pooled but did not receive offers. The reasons are unclear but the possibilities

considered are, that during interviewing, unconscious bias may play a part, personal statements may not say the right thing and interviewers are not in tune with female applicants.

5. Anticipated expansion of numbers

There was recognition of the fact that the department would like numbers to remain stable until the resources can match the increased numbers. One hundred students per year is thought to be an acceptable figure.

6. Supervising of Part II projects

Further training is being offered to supervisors of Part II projects.

7. Tick changes to Group Projects

The tick scheme for Part IB Group Projects has been amended. Now, 3 ticks will be awarded for individual reports and 1 tick for the joint contribution. Marks will be lost if a student fails to attend the client meeting or submit a report.

8. Details of incoming students background

To aid the compilation of syllabus planning, it was agreed that Directors of Studies would send the background details of potential students to Student Admin to collate a spreadsheet of students' background and qualifications. More information is required to ascertain programming experience which would help assist to know if the courses require modularizing.

RKH & DP

9. Part II supervisions

The question was posed, are we creating a problem by offering too many supervisions? It was suggested that perhaps a ratio of 1:6 would be sufficient. ACR suggested the supervisions could learn from other departments, as at Queens' where Engineering students are offered a large group seminar plus a supervision. It was agreed that certain courses in IA and IB required more supervisions than others.

10. Any other Business

- i. Part II students will be encouraged to complete the online National Student Survey.
- ii. All years of students will be expected to fill out the Athena SWAN questionnaire, also online.
- iii. Dr Andrew Rice will be offering an advanced supervisors' course, which will include the observation of supervisions by potential supervisors.

11. Date of next meeting

30 June 2015, 10:00am in FW11