

UNIVERSITY OF CAMBRIDGE
FACULTY OF COMPUTER SCIENCE & TECHNOLOGY

Chairman: Dr R. K. Harle

Acting Secretary: Ms C. L. Chapman

Minutes for the Directors of Studies Forum held on Tuesday 28 June 2016
at 10:00 in FW11 in the William Gates Building

Members:

Prof J. Bacon (JE)	Dr R. D. Mullins (JN, PET)
Dr A. R. Beresford (on sabbatical)	Prof A. Mycroft (ROB)
Prof A. F. Blackwell (DAR)	Prof L. C. Paulson (CL)
Dr D. Chisnall (MUR)	Ms D. Pounds (Manager Teaching Admin)
Prof A. Dawar (ROB)	Dr B. G. Roberts (SID)
Dr A Donnelly (PEM)	Prof P. Robinson (CAI)
Dr J. K. Fawcett (CHU)	Dr A. C. Rice (Q)
Dr D. J. Greaves (CC)	Dr A. B. Roman (Q)
Dr T. G. Griffin (K)	Mrs M. Sammons (Teaching Admin Asst)
Mr C. K. Hadley (G)	Dr R. Sharp (ROB)
Dr R. K. Harle (DOW,ED,F)	Dr F. M. Stajano (T)
Dr J. M. Hayman (E)	Mrs C. Stewart (Dept Sec)
Dr S. B. Holden (T)	Dr S. Taraskin (CTH)
Prof I. M. Leslie (CHR)	Dr G. Titmus (CAI)
Dr A. V. S. Madhavapeddy (PEM)	Dr C. P. Town (W)
Prof C. Mascolo (JE)(on sabbatical)	Dr R. R. Watts (SE)
Prof S. W. Moore (TH)	

1. Apologies for absence

Dr A. R. Beresford	Prof A. Mycroft
Prof A. F. Blackwell	Dr B.G Roberts
Dr J. K. Fawcett	Prof P. R. Robinson
Dr S. B. Holden	Mrs M. Sammons
Prof I. M. Leslie	Dr R. Sharp
Prof C. Mascolo	Dr F. M. Stajano

2. Minutes of the previous meetings.

The minutes of the last meeting were agreed.

3. Matters arising.

None.

4. Notification of any other business

Tripes changes for 2016-17 (Dr R.K. Harle)

5. Professor Anuj Dawar: Brief run-down of this year's Part IB and Part II examinations.

The IB and Part II Examinations ran very smoothly.

The following matters require thought for next year:

- The Classing Convention for Part IB and Part II should be reconsidered. The examiners decided not to follow the class boundaries as set, as the lower pass mark would have had a high number of students unclassified in Part II and Part IB. This will be referred back to Faculty Board for re-consideration.

Action: Caroline Stewart

- Next year, Class Lists will no longer be published publically - copies will only be sent to College Senior Tutors. The committee discussed whether rank alone was sufficient but no firm conclusion was reached.
- No student achieved the criteria to be awarded a starred first.
- The examiners proposed that next year Part II dissertations will only be submitted electronically. This year there was one reported incident where the electronic submission was more up to date than the paper submission. There was general support for the proposal, which will go to the TMC for further discussion.
- PR will hold a Part II Project Marking workshop for project supervisors at the start of next Michaelmas term. Currently, all projects are marked by two examiners. The TMC will consider whether Part II project supervisors will be able to mark dissertations next year as is currently done for ACS assessment and if students or supervisors should receive feedback on Part II dissertations.

Action: Dinah Pounds

Dr Chris Hadley: Brief run-down of the IA examinations

The marking was straight forward this year and the class boundaries are firmly set. There was a slight error with the Physics marks being submitted incorrectly which has now been fixed.

Thanks were given to Chris Hadley, Dinah Pounds and her team, and all the Examiners.

6. CSAT report from Dr Bogdan Roman

Feedback from the trial test was positive. Comments included: a good variety and balance of questions. The timings were found to be on target for each section. The current test will have minor revisions and will be finalised soon for December.

To stop leakage of the test, it is hoped there will be a short time frame when applicants can sit the test. At present, colleges have multiple interview days. Each DoS was asked to try to co-ordinate their interviews to take place on 5th - 6th December.

Marking will take place in the Department by PhD students and Post-docs. RKH will liaise with the HoD for Departmental support. ABR will coordinate a team of markers and run a workshop beforehand on how to mark the CSAT.

Action: Bogdan Roman and Robert Harle

The CSAT working group will be dissolved and thanks were given to all members. A meeting to gain DoSes views on the test will be held straight after the admission interviews when marks have been analysed.

Action: Bogdan Roman

If DoS require a set of the CSAT Trial questions, then they should contact ABR.

7. CST IA Discrete Mathematics from Dr Richard Gibbens

The report was presented and all DoS agreed with the proposed changes.

8. Any other business

Tripes changes for 2016-17 (RKH)

- i. The Pre-Arrival Course will follow the same format on Moodle as last year but there will be further content on ML. The course will open on 1 September; an earlier open date was requested, but Student Registry stipulates this is the earliest that students can be granted Raven access.
It will be the same course for all CST, NST and PBS students. All DoS will be given a login in order to monitor their students' progress. This information can be used by DoS to assess whether their students have the programming skills needed to take the new Paper 3 in year one.
- ii. Discrete Maths will be extended by two lectures to help cover material and reorganised to show if the material is basic, core or advanced. Regular Languages is reduced by two lectures but the material will be unchanged.
- iii. The new IA Tripes was discussed: Software and Security Engineering will be held in Easter Term. Examples papers are currently being prepared. The new Paper 3 will include: Graphics, Databases, Real-World Data and Machine Learning, and Interaction Design.
The Department has offered to help find supervisors for Real-World Data and Machine Learning for the first year. Details are to follow separately to DoS.

It was noted that Graphics supervisors are hard to find, RKH will raise this concern to Peter Robinson.

Action: Rob Harle

9. Date of next meeting

To be held in Michaelmas Term 2016