UNIVERSITY OF CAMBRIDGE

FACULTY OF COMPUTER SCIENCE & TECHNOLOGY

Chairman: Dr R. K. Harle   Secretary: Mrs M.A. Sammons

Minutes for the Directors of Studies Forum held on Friday 28 April 2017
at 14:00 in FW11 in the William Gates Building

Members:

Prof J. Bacon (JE)
Dr A. R. Beresford (ROB)
Prof A. F. Blackwell (DAR)
Dr P. J. Buttery (CAI)
Dr D.Chisnall (ME)
Dr A. Donnelly (PEM)
Dr J. K. Fawcett (CHU,N,M,SID)
Dr D. J. Greaves (CC)
Dr T. G. Griffin (K)
Mr C. K. Hadley (G)
Dr R. K. Harle (DOW,ED,F)
Dr J. M. Hayman (E)
Dr S. B. Holden (T)
Prof I. M. Leslie (CHR)
Prof C. Mascolo (JE)
Prof S. W. Moore (TH)

Dr R. M. Mortier (CHR)
Dr R. D. Mullins (JN, PET)
Prof A Mycroft (ROB)
Prof L. C. Paulson (CL)
Ms D. Pounds (Manager Teaching Admin)
Prof P. Robinson (CAI)
Dr A. B. Roman (Q)
Mrs M. Sammons (Teaching Admin Asst)
Dr R. Sharp (ROB)
Dr F. M. Stajano (T)
Mrs C. Stewart (Dept Sec)
Dr S. Taraskin (CTH)
Dr G. Titmus (CAI)
Dr C. P. Town (W)
Dr R. R. Watts (SE)

1. Apologies for absence
Dr A. F. Blackwell
Dr P. J .Buttery
Dr J. K. Fawcett
Dr J.M. Hayman
Dr R. D. Mullins
Prof L.C. Paulson
Dr A .C. Rice
Prof P. Robinson
Dr R. W. Sharp
Dr C. P. Town
Dr R. R. Watts

2.   Minutes from previous meeting

3.   Matters arising

4   Notification of any other business

5.   Tripos Matters
i. There are 128 potential student admissions. 86% of applicants were given offers to the 75% course.

Implications to address are, supervisions will become more unmanageable to operate. Potentially the number of recommended supervisions may be reduced in order to compensate for the rise in numbers of students.
The matter was asked to be fed-back to the next meeting of the TMC.

 From 2018, the Department reserves the right to limit numbers for "borrowing Paper 1" part of the course.   The NST students electing to take the computer science option must have completed the pre-requisite online course.
At present there is no formal procedure in place advising of this requirement. There needs to be a formal procedure set in place.

ii. Mature admission numbers to be advised.

iii. Following a request from the NSS, (National Students' Survey) to offer more scope in the form of creativity and personal development, an initiative was devised to address this area. DJG described how he invited his college's students from each year to present formal presentations to each other. 12 students participated and thoroughly enjoyed the experience and thought it a worthwhile practice.
It was reported that last year Queens' also ran similar sessions which were well received by the participating students.

v. Presentation of Part II projects
For furthering personal development, Part II students were invited to emulate the Minute Madness held earlier this academic year. An opportunity to present their dissertations to all. The timing was probably a little awry as notice was very short and there was no uptake of this. Next year it will be included formally in the Part II timetable with an aim for the presentations towards end of Lent term.

iv. **Overview of Interaction Design**
Dr Gunes explained how the course would take a similar form to her last post at Q M College, which she had been employed resulting in 4 successful years of teaching the course involving practicals.
The course comprises of 6 contact hours during the week broken down into 2 hours of lectures and 4 hours of practicals. Assessments would be run in a group based manner. The course would be considered a pre-curser for PIB modules, with Software Engineering benefitting highly.
Submissions would be recorded on Moodle, with groups submitting ticks. It was suggested a 2 hour supervision period would be required. Supervisions would be aimed towards answering exam questions.

vi.IB Group Projects
It was reported the IB group projects had run successfully and the introduction of a third prize sponsored by Bloomberg, Better Future award was positively received.

vii. Consider reviewing PBS
If the desire for phasing out of the PBS option is to be achieved, a framework of a plan must be sought. An alternative idea for due consideration would be to replicate the Oxford system by offering CS with Philosophy over the 3 year tripos duration. It was agreed it may be a negative move to remove PBS entirely as many applicants, particularly female welcome a broader choice of options. It was also proposed that options should be introduced at a later stage of the tripos rather than in Part IA.
Action: To set up a working conference to discuss this matter. **Action DJG**

viii. Changes to NST classing method
Chris Hadley reported the method that NST papers are marked using a non-referenced mark in order to create a rank.
NST students will be competing against CS students, consequently they will be unlikely to get a mark higher than a 2:II.

ix. Collection of College examination papers

Dinah Pounds reminded members that there will be a IA Paper 3 and a IB Paper 3 this year and that tutorial staff collecting papers for students taking exams in college should take care that they collect the correct paper.

6. IET/BCS Accreditation comments

The reception and outcome of the IET and BCS for the six yearly accreditation was met with little enthusiasm. The IET currently accredit only a very few UK universities and members did not support continuing to subscribe to their accreditation programme as there was little perceived benefit to our students. It was agreed that BCS amendments were more acceptable and worthwhile. It was suggested looking into the possibility of being accredited by other agencies. ACM was vented as a possibility.

7. Any other business

Next year Mathematical Methods would be re-designed and renamed Foundations of Data Science and will be taken by Dr Damon Wischik.
Following a request stemming from the SSCoF meeting of 24 hour access to the Library, the HoD granted access to all students.
Business Studies seminars has been moved to Monday and Friday slots at 12 noon and all students have been encouraged to attend.
NSS Student Survey has not matched the same applications as last year due to the survey being boycotted by the Student Union who advised all students that good reports would increase fees.

8. Date of next meeting

Tuesday 4 July at 10:00 in FW11