



UNIVERSITY OF CAMBRIDGE

Department of Computer
Science and Technology

Minutes of the meeting of the Directors of Studies Forum held on Friday 12 January at 2pm in FW11

Chairman Dr R. K. Harle

Secretary Mrs M. Sammons

Members

Prof J. Bacon (JE)
Dr A. R. Beresford (Q)
Prof A. F. Blackwell (DAR)
Dr P. J. Buttery (CAI)
Dr D. Chisnall (ME)
Prof A. Dawar (ROB)
Dr J. K. Fawcett (CHU, N, M, HO, HH, LC)
Dr D. J. Greaves (CC)
Dr T. G. Griffin (K)
Mr C. K. Hadley (G)
Dr R. K. Harle (DOW, ED, F)
Dr S. B. Holden (T)
Mr M. Ireland (SID)
Dr T. M. Jones (CAI)
Dr A.V.S Madhavapeddy (PEM)
Dr K. Moody
Prof S. W. Moore (TH)

Prof C. Mascolo (JE)
Dr R. M. Mortier (CHR)
Dr R. D. Mullins (JN, PET)
Prof A Mycroft (ROB)
Dr A.C. Norman (T)
Ms D. Pounds (Manager Teaching Admin)
Dr A. C. Rice
Prof P. Robinson (CAI)
Mrs M. Sammons (Teaching Admin Asst)
Dr T. M. Sauerwald (EMM)
Dr R. Sharp (ROB)
Mrs C. Stewart (Dept Sec)
Dr S. Taraskin (CTH)
Dr G. Titmus (CAI)
Dr C. P. Town (W)
Dr R. R. Watts (SE, CL)
Dr Bogdan Roman (CSAT representative)

1. **Apologies for absence.** Dr P. J. Buttery, Dr A. V. S. Madhavapeddy, Prof. C. Mascolo, Prof S.W. Moore, Dr R. Sharp, Dr C. P. Town.
2. **The minutes from the previous meeting were received.**
3. **Matters arising from previous minutes**
There were no matters arising
4. **Notification of any other business**
Sabbatical leave.
5. **Tripods matters**
 - i. **The TMC are consulting on setting a timetable to phase out the 50% CS option. The number of students selecting this option is reducing and there is concern that exclusion from the new Part II modules will create**

disappointment. For implementation by 2020, the change must be approved by the relevant bodies by the end of Easter term 2018.

Clarification was given that this will affect all 50% options. NST students will still be able to 'borrow' CST Paper 1. Anyone wishing to comment should email DP.

For information:

- ii. **Due to the closure of the Cockcroft theatre, Maths lectures will all be held in the Lady Mitchell Hall at 11am in 2018-19. CS lectures are at 10 and 12 am, in Mill Lane. For CS + Maths option students, the journey time to and from Mill Lane to Lady Mitchell Hall is an additional seven minutes. Maths lecturers will be reminded to accommodate any students who unavoidably arrive late.**
- iii. **Tick weighting. For 2018, the Faculty Board has agreed that both Part IA and IB will have negative marking of ticks with a penalty of 10 marks per missing tick up to the value of 100 marks (one paper).**
- iv. **Changes to Part II dissertation submission for 2018.**
Students are required to submit two PDFs; one containing the body of their work which will be checked by Turnitin and one with all the remaining information. The marking criteria has changed and students will now be awarded marks for professional practice. The Pink Book gives full details of the changes.
- v. **The language in IA Foundations of Computer Science will move over from ML to OCaml from 2018. Adjustments will be made to the pre-arrival course and other related courses.** AVSM has agreed to update past exam papers from ML to OCAML.
- vi. **The Department is running an essay writing course for Part IA and IB on Tuesday 13 March, 2pm in Lecture Theatre 1.**
- vii. **The 'hang-out' area on the first floor of WGB is being refurbished to allow more space to students to work, socialise and work in groups.**
- viii. **NST management committee have rejected the proposal to limit NST borrowers to CS Paper 1. This may require an appeal to the General Board for a decision on the way forward. (DJG).**
The Senior Tutor's Committee have now sent a response to Faculty Board. This will be discussed at the next meeting of the Teaching Committee.
- ix. **Supervisions.**
A new scheme is to be piloted for large group supervisions. Agreement will be sought from the colleges.

6. Summary of Proposed units for Part II in 2018-19

DJG presented slides of proposed new modules. 72 students will take Paper 10/Part II units. 10 modules are proposed and the details will be published shortly for students to make a preliminary choice. Concerns were expressed over expectations that Part II students will be asked to work over the Easter vacation. It was suggested that work be set sufficiently early to enable it to be done during term time. The regulations on how much undergraduates are expected to work during vacations will be checked. **Action DJG**

7. Admissions

- i. JKF will circulate detailed admissions figures once the information is collated from the CAO. The total number of offers made is 145. This would represent a very large increase if all applicants take up their places. However, this year, there are 102 students in Part IA. 130 offers were made but there is no firm data is available as to the large atrophy rate.
- ii. CSAT 2017 summary
An explanation of the format of the CSAT was given by ABR. ABR advised that the tests were harder than the sample papers that were online, but the marks achieved were the same as last years'. It was noted that UK students prepared better for the maths aspect this year although it was felt that the teaching of maths still needed to be improved. To overcome this the University could consider using the widening participation scheme to obtain further finances to support this. 674 students sat the test of which 400 or 60% sat it here at the lab. The marking took 5 days to complete with 8 people assisting and the college marking request was met. It was agreed the STEP test is a good template to base tests on.
Bogdan was thanked for his hard work, efforts and efficiency for managing the CSAT tests.
- iii. The winter Pool
The Pool went smoothly. Due to an admin error the extenuating circumstances were omitted for some applicants.
Overseas Interviews
- iv. It was suggested it would be a good idea to ask about the mechanics for the selection of overseas students. A push towards fairness and more inter-college liaison was sought. Many overseas students' results had not been entered at the pool. RKH agreed to look into this area to find out the process and report back. We would like to request that the overseas interviewer to be a member of the Lab.

Action: RKH

8. Any other business

RKH will be taking sabbatical leave and a replacement will be required to chair the DoS meetings from April 2018 – March 2019.

Afternote: Dr Richard Mortier has agreed to act as chair for this period.

DC reported if anyone has a space for an additional person in open office scheme, to see David Chisnall direct.

Date of next meeting: Friday 27 April 2018, 2pm