



UNIVERSITY OF CAMBRIDGE

Department of Computer
Science and Technology

**Unconfirmed minutes of the Meeting of the
Directors of Studies in Computer Science Forum
Friday 29 April 2022 at 1400 by Zoom**

Members

Mrs Helen Averill
(Teaching Administration Manager)
Prof Jean Bacon (JE)
Prof Alastair Beresford (Q)
Prof Alan Blackwell (DAR)
Dr Luana Bulat (ME, ST EDS)
Ms Marion Cobby (Administration/Minutes)
Dr Stephen Cummins (GIRTON)
Dr John Fawcett (CH, HOM, HH, LC, M, NEWN)
Dr David Greaves (CC)
Prof Timothy Griffin (K)
Dr Hatice Gunes (TH)
Prof Robert Harle (DOW, FITZ) (*Chair*)
Dr Sean Holden (T)
Dr Alice Hutchings (K)
Dr Matthew Ireland (SID)
Dr Timothy Jones (CAIUS)
Prof Srinivasan Keshav (FITZ)
Dr Neel Krishnaswami (T)

Prof Neil Lawrence (Q)
Prof Cecilia Mascolo (JE)
Dr Russell Moore (CAIUS)
Prof Simon Moore (TH)
Prof Richard Mortier (CHR)
Prof Robert Mullins (PET, JN)
Prof Alan Mycroft (ROB)
Ms Helen Neal (Administration)
Prof Lawrence Paulson (CLARE)
Dr Amanda Prorok (PEM)
Prof Thomas Sauerwald (EMMA)
Dr Richard Sharp (ROB)
Prof Frank Stajano (T)
Mrs Caroline Stewart (Department Secretary)
Dr Sergei Taraskin (CATH)
Dr Christopher Town (JE, WOLF)
Dr Jamie Vicary (K)
Dr Richard Watts (SEL)
Dr Jeremy Yallop (ROB)
Dr Zheng Yuan (CC)

1 Apologies for Absence

Prof Jean Bacon
Prof Alastair Beresford
Prof Tim Griffin
Dr Tim Jones
Dr Jamie Vicary

2 Minutes of the meeting of 21 January 2022

2.1 With no corrections to be made, these were signed as a correct record of the meeting.

3 Actions from the meeting of 21 January 2022

3.1 There were no actions from the meeting of 21 January 2022.

4 Matters arising from the meeting of 21 January 2022

4.1 Dr Cummins requested feedback from the issue of the TMUA fee which had been raised at the previous meeting in his absence.

4.1.1 A request was made for statistics to be available to show whether or not there had been an impact on the number of applicants, due to the requirement for them to now pay for the test up-front, with potential reimbursement only after the event.

4.1.2 It was reported that no statistics were yet available but that they would be sought (*action:JKF*).

4.1.3 It was felt that the whole issue should be raised as an Equal Opportunities concern, rather than just with Admissions.

4.2 Request for a page at a fixed address on the CL intranet, with all relevant dates for undergraduate Directors of Studies, and possibly an ical feed to be raised at departmental level (*item 8.2.1*):

4.2.1 This was still being followed up and would be raised at the next meeting (*action: RKH*).

4.3 On-line access to course materials to be raised at the TMC meeting in January with the aim of having an automatic link to Moodle from the departmental webpage (*item 8.4.2*):

4.3.1 The policy had been reaffirmed by the TMC that everything should be reachable from course webpages and should link to the recordings (*action: HPDA*).

4.3.2 It was believed that it would be possible for an automatic link from the Moodle set-up to be in place, but that this would be carefully monitored over the term to ensure that this was occurring.

4.3.3 It was confirmed that there would be one Moodle page per paper, not per course as at present - and that there would be a link on the Moodle page to any recordings available.

5 Tripos matters

5.1 IB Briefing Session (*RKH*):

5.1.1 It was reported that IB students had a number of issues at present, which they had made clear in the IB briefing session at the start of term.

5.1.2 There were clearly some strong concerns about the lectures which were still not taking place in-person. It was confirmed that any lectures that were not yet taking place in-person had been sanctioned formally by TMC prior to the start of the term.

- 5.1.3 There was also strong opinion about their final year examinations in 2023. There was a strong representation for their finals to be on-line as they had not undertaken in-person examinations for several years. However, the uncertainty of not yet knowing if this would happen was causing concern. This had been exacerbated by some other subjects who had already made a decision and publicised it.
- 5.1.4 There was a sense that there was a small number who were being particularly vocal in representing the larger body of students. However, one DoS reported that he had spoken to his students following the briefing session and there had been a lot of positive comments about a range of other issues, which had not been raised at the briefing.
- 5.1.5 It was noted that there had not yet been any feedback about the questionnaire distributed to students about examinations by Prof Anuj Dawar as the dates for responses were still open.
- 5.2 It was noted that there would be changes in the coming year, as Prof Andy Rice had left and Prof Alastair Beresford would be on sabbatical, so the delivery of both OOP and Java would be affected.
- 5.3 It was reported that Further Java ticks would continue but would be non-examinable from 2022/23.

6 Examinations

- 6.1 It was confirmed that all examinations this year would be online, following the same format as last year.
- 6.2 It was reported that the NST Mathematics papers would be in-person and that all students had been made aware of it. The format would be identical to that pre-pandemic, with 2 three-hour papers, taking place in the Sports Hall.
- 6.3 It was reported that some students had requested practice mocks, including practising the upload. This would be arranged, as it was last year, and notified to students.
- 6.4 Some requests had been made for the mocks to be marked, but it was agreed that this would be highly unlikely, although solution notes would be available.
- 6.5 It was agreed to add a link to the Mathematics examination information from the CST webpage (*action: HPDA*).

7 Any Other Business

- 7.1 Advice given to Part II students by DoSs re dissertation supervisions (*Prof Cecilia Mascolo*):
- 7.1.1 Prof Mascolo had circulated a discussion paper in order to generate opinions as to whether projects could be supervised by anyone with a good knowledge of the subject, or whether they should be supervised exclusively by UTOs, as it appeared that different colleges were operating in different ways which resulted in inconsistency.
- 7.1.2 This generated a great deal of discussion with mixed opinions as to whether this should be the case or not, as it was felt that some overseers were upset by the implication that they were not sufficiently qualified.
- 7.1.3 It was noted that if the supervisions were to be carried out by UTOs only, a larger number would need to be in place than currently.
- 7.1.4 The committee was unable to produce any concrete proposals for a solution within this meeting. It was agreed that the Chair would invite Prof Mascolo to write up a summary page that could be taken to the next meeting of the TMC (*action: RKH to CM*).
- 7.1.5 Members of the committee were invited to send their individual ideas to Prof Mascolo for inclusion in her paper.

7.2 IA ticks and deadlines (*Prof Alan Mycroft, Chair of IA Examiners*):

7.2.1 Members were notified that some problems with ticks had been identified over the past term, with some open for immediate penalty (those specified in the Head of Department notices) and others that could be waived by the lecturers (internal ticks) which was seen to be unfair.

7.2.2 It was reported that the Examiners had met to discuss this after receiving various representations and had decided that any of the other 25 internal ticks that were specified on lecturers' course notes would have an extended deadline until 9 May, which was two weeks prior to submitting the final portfolio.

7.2.3 It was noted that the longer-term aim would be to reduce the expectation of 26 to a more manageable number.

8 Date of the next meeting

Wednesday 6 July 2022 at 14:15 on Zoom (following the departmental Away Day).