



# UNIVERSITY OF CAMBRIDGE

Department of Computer Science  
& Technology

## Agenda

**Minutes of of the Outreach Committee held on  
Monday 19 November 2018, 2:00pm, SW00**

Present: Tim Jones (Chairman) (TMJ)  
Claire Chapman (Secretary) (CLC)  
Lise Gough (LMG)  
Megan Sammons (MS)  
Ilia Shumailov (IS)

1. **Apologies for absence**

Bogdan Roman (BR)

2. **Minutes from previous meeting**

The Minutes from the meeting on 9 April 2018 were approved.

3. **Report on actions from last meeting**

i. **Committee Membership**

Ilia has joined the committee as a graduate student member. MS will recruit an undergraduate student member.

**Action: MS**

ii. **To set up a Moodle Poll to find out the Outreach activities which IA and IB undergraduates currently do**

As BR successfully found a pool of willing students to help set up the CSAT practice [+] platform, it was felt that an extra feedback poll was not required.

iii. **How to consider Outreach at Masters and PhD Level**

LMG has asked the HoD Team to discuss the possibility of the Department subsidising a taster week for PhD students who have been made an offer. This would allow students the chance to talk to institute, non-institute members and current PhD students. The week could also be embedded with college run activities. The timing of the week would be carefully considered to ascertain the best time to be held. If Departmental approval is given, it could be in operation in 2020.

**Action: LMG**

iv. **Departmental Calendar**

As each person needs to be granted access to the official meeting calendar by reception, a link cannot be provided on the home page.

#### 4. **Sutton Trust Summer School**

TMJ gave the following report on the Summer School held in August 2018.

Feedback showed the course was very well received and the students enjoyed the mix of practicals and supervisions. However, some students found the Friday morning was 'lecture-heavy' in comparison to the rest of the week and this will be rectified next year.

The students (19 male and 3 female) were in the Department Tue AM – Fri 12noon. All the female students who applied were accepted on the course. TMJ suggested that in order to increase the female intake, we should advertise the course to Code First: Girls when the website is open for applications.

#### **Action: TMJ**

The activities included:-

- Programming exercises in Python and ML
- Algorithms lecture and coding exercise
- Computer Architecture lecture and coding exercises
- Graphics coding exercises
- Example supervision questions to answer
- Supervision with a PhD student
- Lectures from UTOs and RAs giving overviews of their research area

TMJ fed back to the Admissions Office that the Department can increase its intake to 50-60 students, but as the lead time to book accommodation is 2 years in advance, the intake will increase gradually year on year. Due to increased intake, computer monitors would need to be provided in the Intel Lab. TMJ has already discussed the implications of this with Graham Titmus.

Each participant was provided with a Raspberry Pi to keep which the Sutton Trust funded (cost of £50 each), but the Sutton Trust is not able to meet this cost annually. TMJ has contacted Jan Samols to ask if the Supporters Club can provide funding to purchase the Raspberry Pi's.

#### 5. **Graduate Open Day**

LMG reported that the day was a big success with staff members, students and Alan Blackwell on the stand in the University Centre. Tours in the Department were also given in the afternoon. 10/36 (30%) attendees were female and the overall attendee number has doubled since last year. The majority of attendees were encouraged to initially do the MPhil.

#### 6. **Outreach requests received: -**

i) 31 January 2019, Nobel School in Stevenage, 2 hours visit (approximately 8 students) (**Richard Mortier is hosting**).

ii) 18 – 25 February 2019, ABC Languages has a group of students visiting from a Computer Engineering School in Austria, would like a weekday afternoon visit.

The committee felt that the Department of Engineering may be more suitable for the group to visit rather than the Department. CLC will respond to this effect.

#### **Action: CLC**

iii) 3 – 7 March 2019, Haute Ecole Francisco Ferrer, University of Electronics in Brussels, approx. 13 students, (1/2 day or a 1 day), would like a tour and admission talk if possible.

As these are undergraduate students, the option of holding the PhD student presentations and providing an MPhil/PhD admission talk on one of these days was discussed. LMG will follow this up.

**Action: LMG**

**7. Oxbridge Student Conferences (Monday 18 March - Thursday 28 March 2019)**

Two volunteers have come forward (Graham Titmus and Michael Dodson) and a further request for volunteers will be circulated. Once all the slots have been filed CLC will submit the names to Rachel Cox in the Cambridge Admissions Office.

***Addendum: One further volunteer (Julia Bibik) has come forward and all the dates have been filled apart from Aintree.***

**Action: CLC**

**8. Other Outreach Events**

**Taster Day**

TMJ said that in January 2019, the Cambridge Admissions Office are holding a taster day for Year 8/9 students in all subject areas and he will give a 45 minute Sonic Pi demonstration.

**STIMULUS Programme**

TMJ suggested advertising the STIMULUS programme to PhD students which allows students the opportunity to visit local schools to give coding demonstrations. MS said that she believed that Larry Paulson has agreed to be the Department's representative following the bereavement of Richard Gibbens, but she will confirm this. LMG said that she believed that Omer Sella had already signed up to the programme. CLC will send TMJ the contact details of Jacqui Watkins, the STIMULUS co-ordinator.

***Addendum: Larry Paulson has agreed to be the STIMULUS representative.***

**Action: CLC**

**Murray Edwards College Science Blog**

TMJ reported that he had visited Murray Edwards College to discuss their "She Talks Science" blog. The blog provides posts on all science subjects. It was hoped that the Department could adopt something similar and provide a blog and twitter feed on our website. The Digital and Communications Officer will be asked to initiate this following their appointment.

The committee felt that the majority of photos on the website need to be updated as they are very out of date. This also falls in the remit of the Digital and Communications Officer and they will be approached on their appointment to initiate this.

**Action: TMJ**

**Research Group Film**

IS reported that he is compiling a film to showcase the research of all research groups in the Department. Each group will be approached to ask for volunteers to come forward to give a short talk. It is anticipated that students, post docs and academics will take part. He hopes to have the film completed by the end of the year.

**Action: IS**

**9. Any Other Business****Sponsorship Opportunity**

LMG said that IBM have offered to provide sponsorship for events in the Department and suggested that a meeting is held between TMJ, LMG and Jan Samols to discuss this.

**Action: LMG**

**10. Date of next meeting**

To be held in Lent Term.