



---

## Outreach Committee Meeting

Monday, 10 February 2020  
2 p.m., Room GC22, William Gates Building

### Agenda

#### Membership

Tim Jones, Chair (TMJ)  
Vasundhara Agarwal, Undergraduate Student Representative (VA)  
Celia Burns, Faculty Administrator, Secretary of Committee (CB)  
(Vacant), Digital Communications Manager  
Lise Gough, Graduate Education Manager (LG)  
Tara Leggett, Undergraduate Course Administrator (TL)  
Helen Neal, Undergraduate Course Administrator (HN)  
Dinah Pounds, Teaching Administration Manager (DP)  
Bogdan Roman, Research Fellow (ABR)  
Iliia Shumailov, Graduate Student Representative (IS)  
Caroline Stewart, Departmental Secretary (CS)

#### 1. Apologies for Absence

#### 2. Minutes from the Previous Meeting

Minutes from the last meeting held on 11 November 2019 are attached (2020-02-02).

#### 3. Report on Actions from the Previous Meeting

##### i. Research Group Film

The compilation of the Research Group film is ongoing. IS to update.

##### ii. Sponsorship Opportunity: IBM Sponsoring Events

TMJ was going to speak to Helen Francis, the new Research Strategy Manager who started in post on 25 November 2019, about this issue. TMJ to update.

##### iii. CS Enrichment Days—Teaching Content and Provision of Teaching

Following a request from Westcliff High School for Boys for CS enrichment days, ABR was going to look for volunteers to develop the teaching content and provide the teaching. ABR was also going to draft a budget proposal and contact the University's Widening Participation Team to enquire if funding was available. ABR to update.

##### iv. Action from Athena SWAN Silver Application

*Free places on the Cambridge Coding Academy:* the Cambridge Coding Academy has not booked the Computer Lab as a venue for the programme, so the proposal to

offer free room and facilities in the Department in exchange for ten free places for girls is now redundant.

**4. Graduate Open Days Report**

To discuss with a view to making some improvements for this year's open days (2 and 3 July) (2020-02-04).

**5. Sponsor for Sutton Trust Summer School**

At the November meeting, TMJ reported that he had been approached by a Director of Studies about a sponsor who would like to fund extra places on the Sutton Trust Summer School. TMJ had spoken to the Cambridge Admissions Office about the funding. Discussions were in progress, funding might be in place for 2020/21, and there were some logistical issues that need to be addressed (e.g., how applicants are ranked). TMJ to update.

**6. Taster Day for GCSE-level Students**

As part of a Science/Technology outreach event organised by the Cambridge Admissions Office, TMJ and his Post-Doc, Tobias Kohn, are running an event on 4 February 2020. TMJ to update.

**7. Outreach Requests / Enquiries**

Since the last meeting, the following enquiries were received:

- ***Pint of Science 2020, Cambridge:*** a call for volunteers to help run this annual international science festival from 11-13 May 2020, where science researchers make their way from the lab to the pub to share their research stories with the public. The call was sent to the Outreach email group.
- ***Women in Computer Sciences – Widening Participation Event:*** a request from Fitzwilliam College to include in its widening participation event a visit to the Computer Lab and/or to take part in an activity here. TMJ has responded to the College, expressing the Department's interest and requesting further information.
- ***STEM Activity Day organised by Girlguiding Cambridgeshire East:*** a call for volunteers to help at the event on 1 February 2020. The call was sent to the Outreach email group.
- ***Computer Science Opportunities for Year 11/12 Students:*** an enquiry from Lucy Cavendish College on behalf of a student at a link school in Norfolk about upcoming opportunities. CB responded, advising that the Department does not have any forthcoming events, and suggesting the Science and Taster Day and the Sutton Trust Summer School.
- ***STIMULUS – Help Children Learn in a Local School:*** DP has circulated this call for volunteers to students, and to the Outreach email group for discussion about ways in which the Outreach Committee might support the programme further (2020-02-07).
- ***Primary School STEAM Project:*** an enquiry from Bewick Bridge Community Primary School for assistance at or ideas for a STEAM event at the end of March. CB has circulated the email to Outreach Committee members. A response to the primary school is pending.

- ***OxFizz Volunteering Opportunity:*** a call from OxFizz, a social enterprise trying to improve access to Oxbridge, for volunteers for a 'Choose Your Subject' event, sent to the Outreach Committee email group.
- ***Primary School Taster Sessions:*** an enquiry from Cathy Edwards about taster sessions for a local primary school.
- ***Rotary Club 'Technology Tournament':*** an enquiry from Julian Landy enquiring about a technology competition for local schools that the Rotary Club can sponsor.
- ***Extended Projects week at Hills Road Sixth Form College:*** an enquiry from Nicolle McNaughton about possible outreach during the week of 18-22 May 2020.

In consideration of the various calls for volunteers that we receive, does the Committee wish to discuss how to deal with these in future (for example, having an opt-in email group or a dedicated webpage)?

**8. Any Other Business**

**9. Date of Next Meeting**

The next meeting will take place at 2 p.m. on Monday, 18 May 2020 in Room SW00.





---

## Outreach Committee Meeting

Monday, 11 November 2019,  
2 p.m., Room GC22, William Gates Building

### Minutes

#### Present

Tim Jones, Chair (TMJ)

Vasundhara Agarwal, Undergraduate Student Representative (VA)

Celia Burns, Faculty Administrator and Secretary of Committee (CB)

Jonathan Goddard, Digital Communications Manager (JG)

Dinah Pounds, Teaching Administration Manager (DP)

#### 1. Apologies for Absence

Apologies were received from Lise Gough, Graduate Education Manager.

#### 2. Minutes from the Previous Meeting

The minutes from the last meeting held on 18 February 2019 were approved.

#### 3. Report on Actions from the Previous Meeting

##### i. Outreach at Masters and PhD Level

The suggestion for a taster week had been considered by the Senior Management Team but since there were no available resources, the initiative would not be taken further.

##### ii. Murray Edwards College – Outreach Collaboration

TMJ reported that he had met with Andrew Spencer (who has subsequently moved to Gonville and Caius) in March to discuss establishing an outreach collaboration. They discussed the various outreach activities currently running and agreed that if anything of mutual benefit came up in the future, the two parties would get in touch. If Murray Edwards do contact the Department again, we can also suggest that they might like to pair with another College.

##### iii. Digital and Communications Officer

JG reported that removal of the old Computer Lab site was in progress and the home page of the Undergraduate section had been redesigned. Stock photos were currently being used on the webpage, but the plan was to replace the stock photos with photos of our own students (to be taken at the upcoming Recruitment Fair).

A Twitter feed has been created and a lot of work undertaken to increase the number of followers. The feed has received 1200 new followers over the last nine months (including more than 500 in September) and is connecting with a lot more potential students.

A Facebook page has been set up. The old Wordpress blog has been removed and replaced with news articles embedded in the Department web page; the feed on the home page has been changed (it now uses images rather than blue links); and UTOs and research groups have shown interest in setting up their own blogs (such as Alan Blackwell's blog on AI).

Zeb Goriely, a CST undergraduate student who is a filmmaker in his spare time, is working on two videos for the Department webpages to help widen participation and increase diversity in undergraduate applications. The first video, on students' experience of studying computer science at Cambridge, should be finished by the end of Michaelmas term; and the second, an introduction to the course, is in progress.

iv. **Research Group Film**

The compilation of the Research Group film was still ongoing. IS was not at the meeting, so an update on progress would be provided at the next meeting.

v. **Sponsorship Opportunity**

A meeting to discuss IBM sponsoring events in the Department had not taken place, and Jan Samols has now left the Department. Helen Francis, the new Research Strategy Manager, would be in post from 25 November and could follow up on this. CB to follow up.

**Post-meeting note:** Caroline Stewart suggested the Chair speak to Helen Francis when she arrives in order to pass on any available information about this issue.

**Action: TMJ**

vi. **CS Enrichment Days—Teaching Content and Provision of Teaching**

Following a request from Westcliff High School for Boys for CS enrichment days, ABR was going to approach UG and PG students to ask for volunteers to develop the teaching content and provide the teaching. ABR was also going to draft a budget proposal and contact the University's Widening Participation Team to enquire if funding was available. ABR was not at the meeting so an update would be provided at the next meeting.

vii. **Girls Who Code Club**

TMJ reported that he and CS had met with the coordinator of the proposed club, Anna Lu, and it had been agreed in principle that the Department would host a week-day early-evening club. However, in the process of filling in an online form required to get the club up and running, it became apparent that there were several clauses that the Department as a venue could not sign up to. Consequently, the project has come to an end. The organiser was referred to Murray Edwards College, but TMJ was not aware that any progress had been made there either.

viii. **Actions from Athena SWAN Silver Application**

*Open Day Helpers:* It was not known whether the target of 50% female helpers at the UG and PG Open Days had been met. Details on the gender of volunteers would be tracked at next year's event.

*Free places on the Cambridge Coding Academy:* TMJ had spoken to Caroline Stewart (CS) about this proposal to offer free room and facilities in the Department in exchange for ten free places for girls on the Cambridge Coding Academy, and CS was going to discuss with the Head of Department. CB to follow up with CS.

**Action: CB**

ix. **Industrial Supporters Members Donations—Blue Sky Initiatives**

At the meeting in February, ABR had reported on the CSAT Practice [+] Platform. Feedback received had requested more content, for which ABR was willing to develop online resources if funding was available. However, since the last meeting things have changed, with the Climb Foundation now running the CSAT, and only seven Colleges requiring their candidates to sit the test.

4. **Outreach Requests / Enquiries**

The following enquiries had been received:

- **College Computer Science Visit:** a request from Tresham College (part of the Bedford College Group) to bring Computer Science students to visit Cambridge. CB had sent a response suggesting that the students might like to come along to a Wednesday Seminar.
- **Science Taster Day:** a request from the Cambridge Admissions Office, asking if CS colleagues would be interested in contributing to a Science/Technology outreach event. TMJ had requested more information and had subsequently arranged a Taster Day for 50 GCSE-level students on 4 February 2020. TMJ and his Post-Doc, Tobias Kohn, would run an event beginning with a short talk to set the scene, followed by a series of computer science activities the students could do on tables of seven or eight, and finishing with a round-up session.
- **Coding Club Ideas:** a request from Trumpington Community College for assistance in setting up a coding club. CB had sent a response, referring them to the Code Club website.
- **Career Information:** a request from an individual requesting assistance in finding information relating to a career in science and technology for his daughter. CB had sent a response, referring the individual to various resources.

**Sponsor for summer school:** TMJ reported that he had been approached by a Director of Studies about a sponsor who would like to fund extra places on the Sutton Trust Summer School. TMJ has spoken to the Cambridge Admissions Office about the funding. Discussions are in progress and funding might be in place for 2020/21. There are some logistical issues that need to be addressed, for example how applicants are ranked (e.g., according to different flags of economic and social deprivation or in a way that offers more flexibility).

5. **Sutton Trust Summer School 2019**

Committee members received the feedback received from the 2019 Summer School participants. TMJ was pleased with the feedback. There had been 32 participants, nine of whom were female. Lectures had been presented by Alice Hutchings, Neel Krishnaswami, Cecilia Mascolo and Noa Zilberman.

6. **Sutton Trust Summer School 2020**

It was noted that the 2020 Summer School will take place the week beginning 17 August. The number of places has increased to 41 (from 32).

7. **Athena SWAN and Outreach**

Committee members discussed the Department's outreach in general, and how it might be improved. The following topics were discussed:

- The distinction between focussing on getting students interested in computer science and getting students interested in applying to Cambridge.
- The need to focus on teachers to cultivate a mindset from where they encourage their students to apply to Cambridge
- Misconceptions about Cambridge
- The possibility of more PhD students giving talks to their sixth form college about computer science (while acknowledging that this initiative would still not reach schools that don't have ex-students at Cambridge)
- The possibility of working with Colleges, perhaps having (or joining) link areas, or having PhD students accompany the School Liaison Officer on school talks.
- Consideration of how outreach is currently done in the Department and the resources available and required, including:
  - Web pages
  - Contact with schools
  - Link areas
  - A list of people who would be willing to give a talk
  - Staff giving talks at their children's schools, but not joined up with the Department's outreach efforts
- Knowing what we want to achieve or target; our remit:
  - Influence on the people who apply (UGs, MPhils, PhDs)
  - Increasing the number of female students
  - Increasing the number of students from particular backgrounds
- Key outreach activities:
  - Experience Cambridge Day
  - Sutton Trust Summer Schools
  - Oxbridge Conferences
  - Open Days
  - Other, ad-hoc, events
- The possibility of doing more outreach days and developing them to be more than just question-answering and information-distribution events (e.g., include more activities and talks)
- The difficulty in finding volunteers, particularly women, for the Oxbridge Conferences (probably due to the requirement to travel to different locations each day for a week). PhD students have done these talks in the past, but the preference is for them to have done the Tripos themselves.
- The possibility of using videos instead of slides to make the Oxbridge Conference talks more interesting.
- The use of social media, including Facebook, Instagram, and Twitter.
- The difficulty of having a Computer Lab Instagram account, specifically the need to adapt news to better fit this medium, along with the lack of resources currently to do this.

## 8. Any Other Business

There was no other business.

## 9. Date of Next Meeting

The next meeting will be held on Monday, 10 February 2020 (2 p.m. in Room GC22).





## Visitor Feedback 2019 – Computer Science

Ratings: 1 = Not at all useful, 5 = Extremely useful

Score	Information stands	Course presentations	Demonstrations and displays
5	31	112	46
4	44	29	34
3	32	5	34
2	9	1	15
1	7	1	5

### Comments

#### *Information stand:*

- A queue formed to ask questions to a single student. This did not seem efficient as many of us were asking similar questions. More people manning the stall and encouraging people to listen in to current questions would have been helpful
- Did not give any more information than the main talk so was unnecessary
- Not any useful information outside of online information.
- Only one student available, felt pressured for time during my conversation
- Poorly staffed, student lacked thorough knowledge of course
- Ran out of time
- Students were courteous and helpful
- The booklets given were useful but there was little information otherwise.
- The stand didn't have that much information on admissions
- Timing was relatively tight given the distance from related subject areas like mathematics.
- Too many people
- Unfortunately, there was no representative present at the stand when I visited
- Very busy in a crowded space. I took a leaflet and left for the main block

- Was barely anybody to help

*Course presentation:*

- Course presentation was presented well with lots of information and answers to questions I hadn't thought about
- Engaging speaker, explained the application process clearly
- Excellent talk with good details about courses and opportunities. The history part was interesting and made the talk more engaging
- Great! But would have been best if they'd let the prospective students in first and the parents later; some students didn't get in and had to stick to the live stream...
- Had good information about the course and admissions
- I found that the professor who delivered the talk was very good and sold the course well.
- I thought it was highly informative and an educating experience about the application process. As I was confused with what the CTMUA was, it was clarified very easily in the presentation.
- It was the same as the Masterclass but I wasn't aware of this so I could have spent that time doing something else. The actual talk was good though.
- Live videoing the lecture to enable more people to see it was a very good idea as it meant the lecture hall was less crowded and more people could listen
- Most of the stuff is on the website/can be found online
- Public etiquette made it very uncomfortable when I was looking on my own, as if other families saw me as competition. Barging me out of a queue for questions happened, which no one saw due to flow of people. Could not get back in. Socially, my lack of esteem made me just not ask questions.
- Ran out of time
- Really good presentation, cleared up a few things that had been confusing on the website.
- The lecturer was incredibly funny and friendly.
- Was very similar to the masterclass presentation
- Went through everything and was informative

*Demonstrations and displays:*

- Although busy it was very useful to talk to staff and students after it had quietened down.
- Amount of people made it impossible to get anything out of it.
- Bit boring and unoriginal. Would've liked something more exciting
- Couldn't see any examples of actual student projects that were part of the curriculum. There were research things and other projects students made in their free time but nothing that was actually part of the course. Talking to people was helpful though.
- Enjoyed the demonstrations and chance to speak to students, although I couldn't hear the smart cities presentation as everyone was crowded round which was disappointing.
- Extremely full of people!
- Got to talk to someone who specializes in cyber security and he was extremely informative about the course and helped with explaining the process of choosing a college like comparing computer science student numbers and sizes.
- I couldn't hear what the presenters were saying at all because it was so loud
- I found the work that was provided was very helpful to A Level Computer Science right now.

- I liked seeing example books from the reading list. Plus, a further chance to talk to students was useful
- I was enthralled by the demonstrations and displays, I found them intriguing and have helped with decisions greatly
- It was useful to see the lecture notes
- It was very crowded so it was difficult to hear some of the students explaining their projects
- Lots of cool stuff, was a bit crowded though
- Overcrowded
- Students seemed disinterested so was a bit boring
- The area with the displays was very stuffy and hard to navigate with all the desks in the way.
- Too busy
- Too many people for the amount of staff
- Very busy and difficult to speak to anyone
- Very crowded
- Very poor displays. I want to learn computer science not how to pick locks
- Very small room for a lot of eager people and fantastic displays, use two rooms next time. The ability to talk to supervisors was fantastic



**From:** [cl-outreach-bounces@lists.cam.ac.uk](mailto:cl-outreach-bounces@lists.cam.ac.uk) on behalf of [Dinah Pounds](#)  
**To:** [outreach@cl.cam.ac.uk](mailto:outreach@cl.cam.ac.uk)  
**Subject:** FW: STIMULUS information for students of Computer Science  
**Date:** 10 January 2020 09:33:19  
**Attachments:** [PastedGraphic-1.pdf](#)

---

Dear Outreach Committee,

This is just for info. I have sent it round to all students to try and get some volunteers but we might want to discuss if there are ways we can support this further at our next meeting.

Thanks,  
Dinah

---

**From:** Jacqueline Watkins <[jsw1001@cam.ac.uk](mailto:jsw1001@cam.ac.uk)>  
**Sent:** 09 January 2020 16:28  
**To:** [student-admin@cl.cam.ac.uk](mailto:student-admin@cl.cam.ac.uk); [clgrdadm@hermes.cam.ac.uk](mailto:clgrdadm@hermes.cam.ac.uk)  
**Cc:** Lawrence Paulson <[lp15@cam.ac.uk](mailto:lp15@cam.ac.uk)>  
**Subject:** STIMULUS information for students of Computer Science

Please would you be kind enough to send the e-mail below to students of Computer Science. We had had lost of requests from schools for support with Computing so it would be great if we could attract some experts in the field to help out! Dr Larry Paulson represents the Computer Laboratory on the Steering Committee for STIMULUS and is very supportive of our programme.

Kind regards,

Jacqui

## **STIMULUS - help children learn in a local school**

Why not be a classroom volunteer with STIMULUS this term? Volunteers spend 1-2 hours per week in a local school (within a 20 minute cycle ride or easy walking distance) helping pupils aged 4-18.

As a volunteer, you can choose the age range of pupils with whom you work and can select your preferred subject - Science, Mathematics, Design Technology or Computing (other subjects are often available at primary school level). You might help generally in the classroom or work with a group of pupils - particularly more able students or those who are struggling. Some volunteers plan

and carry out short practical projects with groups of pupils.

To get involved, sign up  
at [stimulus.maths.org/members/volunteers/](https://stimulus.maths.org/members/volunteers/) **by Friday 17th  
January 2020.**

New volunteers are asked to attend a **Briefing  
Session on Tuesday 21st or Wednesday 22nd or Thursday  
23rd January**; details of these sessions will be sent automatically  
to those who sign up. DBS checks will be processed at this time.

For more information, check out [stimulus.maths.org](https://stimulus.maths.org) or contact the  
STIMULUS Coordinator, Jacqui Watkins, on [jsw1001@cam.ac.uk](mailto:jsw1001@cam.ac.uk).

Jacqui Watkins  
STIMULUS Co-ordinator  
[jsw1001@cam.ac.uk](mailto:jsw1001@cam.ac.uk)  
07710 842414

[STIMULUS Facebook Page](#)