# University of Cambridge Computer Laboratory
## Teaching Committee

Chairman:  Dr Neil Dodgson                    Secretary:  Mrs Fiona Billingsley

Minutes of the meeting of the Teaching Committee held on Tuesday 24th October 2006 in GG15 in the William Gates Building

Present:      Dr Neil Dodgson          Dr Ann Copestake          Dr Sean Holden
              Dr Frank King            Prof Alan Mycroft         Christine Northeast
              Prof Andy Pitts          Dr Ian Wassell            Mrs Fiona Billingsley

## 1. Apologies for Absence
None received

## 2. Sabbatical Leave and Substitute Teaching
It was noted that Sabbatical Leave has been approved for Steven Hand (2006-07), Ian Pratt (2006-07), David Greaves (2007-08) and Jon Crowcroft (2007-08).
It is expected that Jean Bacon, Peter Robinson and Neil Dodgson will be taking leave in 2008-09, 2008 and 2008-09 respectively, although this is yet to be approved.

## 3. Review of Course Feedback
Neil reported that there were seventy-one Tripos and Diploma courses listed in the online feedback system last year.  Of these, only eighteen had received ten or more responses.  It was agreed that Sean will take this to the SSCOM meeting next week and ask the students how to get a better response rate.

It was noted that from those eighteen courses John Fawcett, Tom Stuart, Steven Hand, Markus Kuhn, Larry Paulson and Andy Pitts received very good student feedback.  It was also noted that John Fawcett and Tom Stuart are not University Teaching Officers.

Of concern were Richard Gibbens' Mathematical Methods for Computer Science and Tim Griffin's Compiler Construction courses.  It was agreed that the problems were largely owing to it being the first year the course had been taught (Richard) or a new lecturer on a course (Tim).  It was also agreed that both lecturers be given the opportunity to teach the courses again this year, taking the feedback into account.  It was noted that Alan will arrange to meet with Tim to offer him support in revising the course.

## 4. Review of Staff-Student Consultative Committee Minutes
No meetings have yet taken place.

## 5. Revision of the Tripos and Diploma
Neil reported that he spoke with Pro-Vice Chancellor Melveena McKendrick yesterday about the Tripos structure, and she was happy with it. The next step is to check that the syllabus is balanced and staff members' views on this will be noted at the Tripos Review Meetings over the next few weeks.

## 6. Development of the new MPhil in Computer Science
There was nothing to report.  It was agreed that Neil and Ian will meet to discuss future direction.

## 7. Liaison with the MPhil in CSTIT
Ann reported that this year there are sixteen very good quality students enrolled in the MPhil in CSTIT.  This number is down slightly from previous years.  Thirteen of the students have received partial or full-funding from Cambridge Trusts or CTA.  There are many Industry Group companies offering internships to our students over the summer.

It was noted that a radical change has been made to the course structure this year in the reduction of assessment. Students will sit two examinations only in January and complete their dissertations by June. This will allow students' exam results to be included in PhD funding applications.

## 8. Proposals for new courses, significant changes to courses, and removal of courses

It was agreed that the Committee will assess whether or not to have a replacement Numerical Analysis course once Alan has taught his Floating-Point Computation course this year.

The Committee considered Dr Lio's proposal for a new Part II course, Mathematics of Complex Networks. It was agreed that Sean will arrange to meet with Pietro to obtain clarification on whether he wants to teach the course or feels he should.

Alan pointed out that presently there are no courses covering $\pi$ calculus and Concurrency Theory. It was noted that Peter Sewell is currently teaching below the number of hours expected of a University Teaching Officer. As such the department should make more use of his teaching expertise.

## 9. Intake

It was noted that the intake for 2006 was 90. This compares with 100 (2005), 111 (2004), 117 (2003), 145 (2002), 150 (2001), 119 (2000), 129 (1999), 122 (1998), 135 (1997). The Committee hopes that the proposed new Part IA options will help to attract 5-10 more students per year, even though the Maths with Computer Science option is going to be discontinued.

## 10. Minutes of the previous meeting

The minutes were approved and signed.

## 11. Any matters arising not already dealt with

With regard to Item 4, Chris reported that the Examiners recommended that a penalty for late submission of project proposals not be imposed, as the students are punishing themselves by not allowing enough time to complete the project.

## 12. Any Other Business

There had been a problem with the first Part IA hardware session taking students over three hours, rather than the expected two hours. The Committee agreed that this will be reviewed later in the year after several more sessions.

## 13. Dates of future meetings

28 November 2006, 30 January 2007, 20 February 2007, 20 March 2007, 24 April 2007, 22 May 2007, 17 July 2007.