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 24 April 2007 in FW22 in the William Gates Building

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

1. Apologies for Absence
Dr Holden apologised for having to leave the meeting early.

2. Sabbatical Leave and Substitute Teaching
It was noted that the Faculty Board has granted Ann Copestake leave of absence for Sabbatical Leave in the Michaelmas Term 2008 and the Lent and Easter Terms 2009. The Faculty Board minutes that, during this time, her teaching and administrative duties will be covered by other members of staff from within the NLIP group. The Committee recommended the MPhil Course Director make an application for funding to cover Ann's teaching duties, in good time.

3. Review of course feedback
Dr Dodgson has reviewed the feedback for the 28 courses offered in Lent Term. It was noted that ten courses exceeded the threshold of number of responses required for the Teaching Committee to consider formally. Of these ten, six courses had good or excellent feedback. It was agreed that the Teaching Committee has already discussed the other four courses and has made appropriate changes for next year that should address the students' concerns. See TC07/08 for details. Dr Dodgson will report to the student body the committee's response to the student feedback.

4. Review of staff-student consultative committee minutes
SSCOM has not met since the last meeting of the Teaching Committee. The minutes of SSCOM's last meeting have not yet been published.

5. Revision of the Tripos and Diploma
It was suggested by Dr Dodgson that the Committee investigate borrowing psychology papers from Part I of the Social and Political Sciences (SPS) Tripos and from Part IB of the Natural Sciences Tripos. He has started negotiations with SPS. The committee approved the inclusion of "psychology" in the Computer Laboratory's publicity material as the proposed new first year option from 2008–09. It was agreed that Dr Dodgson would investigate the possibility of using some of the Economics course as a first year option.

6. Development of the new MPhil in Computer Science
Dr Wassell reported that the proposed new course structure would require students to complete six modules (four in Michaelmas Term and two in Lent Term) and a research project assessed by a dissertation. There are many modules currently taught by

Engineering for which the material could be borrowed. By way of facilitating suggestions and ideas from research groups for module content, structure, and assessment, Dr Wassell will design a form and circulate it to committee members before the next meeting. It is anticipated that the course will commence October 2009. It was noted that University Ordinances will need to be approved by the Faculty Board in the near future. Dr Dodgson suggested that the structure of the course be agreed in time for publication in the next Graduate Prospectus (copy due end of 2007, proofed in early 2008) and that modules to be finalised in good time to enable us to field enquiries from potential applicants (the prospectus goes live in September 2008, so late August is the deadline for this).

7. Liaison with the MPhil in CSTIT
Dr Copestake reported that numbers for next year appear to the roughly the same as this year, although there is a greater proportion of UK and EU students. The MPhil Open Day held in February was deemed a success with 14 people having attended. Dr Copestake recommended to the committee that it would be worthwhile having an Open Day to promote the new MPhil course to potential applicants.

8. Proposals for new courses, significant changes to courses, and removal of courses
Nothing to report

EXCEPTIONAL ITEMS

9. Timetable for 2007-08
Dr King circulated an updated version of the timetable (TC07/09 and TC07/10). It was agreed that the Digital Communications II course be allotted 24 spaces on the timetable and Dr Dodgson will ask Derek McAuley which slots he is able to lecture. For the ML Help sessions, Dr King will ask Russ Ross whether he is available.
The committee agreed that the Comparative Architectures be included in the timetable, with a note to the effect that it may not run. If Dr Mullins is successfully appointed to a permanent position he will be asked to lecture it, if not, the course will be put in abeyance for one year while David Greaves is on sabbatical leave.

MINUTES OF PREVIOUS MEETINGS

10. Approval of minutes of the previous meeting
The minutes were agreed and signed.

11. Any matters arising not already dealt with
None

12. Date of next meeting
The next meeting will be on 22nd May 2007 in FC22.