

**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 Thursday 27
September 2007 in GC22 in the William Gates Building

Present: Dr Neil Dodgson Dr Alastair Beresford Dr Sean Holden
 Dr Frank King Mrs Margaret Levitt Prof Alan Mycroft
 Miss Christine Northeast Prof Andy Pitts Dr Ian Wassell
 Mrs Fiona Billingsley

1. Apologies for Absence

An apology was received from Dr Ann Copestake.

STANDING ITEMS

2. Sabbatical Leave and substitute teaching

- (a) NAD circulated a summary of non-UTOs teaching Tripos courses in 2007-08 (TC0708/01). It was noted, in particular, that John Fawcett and Arthur Norman teach two key programming courses.
- (b) NAD announced that Keir Fraser will be leaving the Computer Laboratory at the end of the year.

3. Review of course feedback

The committee considered the Easter Term feedback on courses that passed the threshold of 10 or more responses. It was noted that all courses received good feedback other than Databases. The committee discussed the comments received for Databases and decided that NAD will speak with Tim Griffin.

4. Review of staff-student consultative committee minutes

Nothing to report

5. Revision of the Tripos and Diploma

- (a) The committee discussed a proposal to withdraw the Diploma and Part II(General) (see document TC0708/02). It was agreed that the proposal be taken to Faculty Board.
- (b) A proposal for a revised syllabus for Part IA and IB was discussed at great length (see document TC0708/03). The committee gave approval for the proposal to be taken to Faculty Board, subject to a couple of minor changes to be made by NAD.

6. Development of the new MPhil in Computer Science

Nothing to report

7. Liaison with the MPhil in CSTIT

Nothing to report

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

Nothing to report

EXCEPTIONAL ITEMS

9. Approval of Examination Structure for 2007-08

(a) A summary of examination questions that have frequently attracted few attempts was circulated for consideration (document TC0708/04). It was agreed that:

- i. AMP will speak with PMS about his Semantics questions.
- ii. The theory lecturers will discuss the setting of examination questions when they meet to review their courses.
- iii. NAD will speak with MGK about his Digital Signal Processing questions.
- iv. The committee encouraged SBH as Chair of Examiners this year to continue to encourage lecturers to write exam questions that will give students incentive to answer them.

(b) FHK presented an Examination Structure for 2007-08. The committee discussed a number of possible changes but approved the structure as presented.

MINUTES OF PREVIOUS MEETINGS

10. Approval of minutes of the previous meeting

The minutes were approved and signed.

11. Any matters arising not already dealt with

The committee discussed the wording of Section 15, Plagiarism and Fraud, of the Project Briefing document. It was agreed that the following text be included:

You should be aware that the electronic copy of your dissertation will be submitted to anti-plagiarism software for checking.

12. Date of next meeting

The next meeting will be on Tuesday 20 November at 14.15 in room GC22.