

**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 June 2008 in GS15 in the William Gates Building

Present: Dr Neil Dodgson Dr Ann Copestake Ms Lise Gough
 Dr Sean Holden Prof Andy Pitts Dr Ian Wassell
 Miss Christine Northeast Mrs Fiona Billingsley

1. Apologies for absence

Apologies were received from Dr Alastair Beresford and Prof Alan Mycroft.

STANDING ITEMS

2. Sabbatical leave and substitute teaching

-- nothing to report

3. Review of course feedback

It was noted that of the thirteen Easter Term courses, five exceeded the Committee's requirement that at least ten students must fill in the feedback form. Of those five courses, none is a cause for concern. According to the feedback received:

- Algorithms I (Fraser) was excellent
- Artificial Intelligence I (SBH) was good, perhaps a tad fast in the last few lectures
- Complexity Theory (AD) was good, but perhaps too much material too close to exams
- Databases (TGG) was OK, notes could be organised better
- Introduction to Security (MGK) was excellent, perhaps should be 12 rather than 8 lectures

4. Review of staff-student consultative committee minutes

Dr Holden is waiting to receive the minutes from the secretary for the last two meetings. At the most recent meeting, the student representatives raised no issues which were of concern to the Teaching Committee.

5. Revision of the Tripos

The committee discussed a paper (TC0708/18) tabled by NAD which proposed a version E examination structure for Part IB. It was agreed that the Algorithms II questions should appear in the Applications Paper, the Concurrent Systems and Applications and ECAD (Verilog) questions should appear in the Programming and Professionalism Paper. NAD shall present this latest version to the Directors of Studies in Computer Science Forum meeting on Monday for feedback.

6. Development of the new MPhil in Computer Science

It was noted that the papers are to be considered by the Education Committee next week, the General Board the following week and then finally the Board of Graduate Studies before approval is granted. It was agreed that IJW will email all teaching staff with the course guide and module template and ask for proposed module specifications. Members of a management committee (a sub-committee of the Degree Committee) were nominated by the Teaching Committee to oversee these modules – EJB, GW, SMH, IJW and LMG.

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. Timetable for 2008-09

The final draft timetable was approved (TC0708/19). It was noted that the Head of Teaching will need to keep a close eye on those teaching courses next year for the first time.

MINUTES OF PREVIOUS MEETINGS

10. Approval of minutes of the previous meeting

The minutes were agreed.

11. Any matters arising not already dealt with

a) The committee discussed the issue of lack of student feedback being received for lecture courses and how this might be remedied. As suggestions received from student representatives were mixed, it is not clear whether bringing back the paper feedback system would be advantageous or not. The new online system is not ideal and so it was agreed that NAD will look into getting a better online system in place.

b) SBH requested NAD remind Directors of Studies at the meeting on Monday that they should not provide students with their exam mark break-down should they request it.

12. Dates of future meetings