FACULTY OF COMPUTER SCIENCE AND TECHNOLOGY
TEACHING COMMITTEE MEETING

Chairman: Prof Larry Paulson   Secretary: Mrs Jennifer Underhill

Minutes of the meeting of the Teaching Committee held on
Friday 27 November 2009, GC22, William Gates Building

Present:

Dr Ann Copestake	Dr Rob Harle	Prof Larry Paulson
Prof Anuj Dawar	Dr Andrew Moore	Dr Ian Wassell
Miss Christine Northeast		Mrs Jennifer Underhill

1. Apologies for absence
There were no apologies

MINUTES OF THE PREVIOUS MEETING
2. Approval of minutes of the previous meeting
The minutes were signed and agreed.

3. Any matters arising from the previous minutes
3a. Item 6a ii, 3 November 2009. Review of Part II, Exam Attempts
The Teaching Committee extended their thanks to CHN for creating the table of exam attempts. It was suggested that the examiners should send an email to remind lecturers to have their exam questions peer-reviewed. It was noted that the Chairman would make this request.

ACTION: LCP

3b. Item 6a iii, 3 November 2009. Review of Part II, Multi-core Programming
It was agreed that the committee would consider asking Robert Watson, a current PhD student, to lecture this course when he has completed his PhD.

3c. Item 6a iv, 3 November 2009. Review of Part II, Additional Topics
The title "Topical Issues in Computer Science" was suggested as an alternative title; it was agreed that RKH would discuss this title with AH.

ACTION: RKH

3d. Item 6a v, 3 November 2009. Review of Part II, NLP Lectures
It was agreed that NLP could increase from eight to 12 lectures as requested if space can be allocated during the timetabling process.

3e. Item 6a viii, 3 November 2009. Review of Part II, Projects
The Teaching Committee prefer to request that examiners viva 10-15 percent of the Part II students. It was agreed that the Chairman would talk to the Chief Examiner in regards to the suggestion that the viva examinations could begin this academic year.
The Teaching Committee are in favour of requesting supervisors to sign a document that states that the project is real and had been completed as described in the dissertation.

ACTION: LCP

3f. Item 13, 3 November 2009. Experiments on Humans
It was noted that this is still ongoing.

3g. Item 10, 3 November 2009. Student Feedback Forms
It was reported that members of the Teaching Committee will have access to Swift, part of CamTools, over the Christmas holidays. It was agreed that the committee would discuss the system after trialling it.

ACTION: RKH

STANDING ITEMS
4. Sabbatical leave and substitute teaching
It was reported that Dr Pietro Lio' has requested sabbatical leave during the 2010-11 academic year. It was noted that PL is expected to take on the Chief Examiner role for Part IA of the

Computer Science Tripos, and thus, it may not be possible to grant him a sabbatical. It was agreed that the Chairman would discuss this with PL.

ACTION: LCP

5. Review of staff-student consultative forum minutes

AWM requested that the Head of Teaching send out an email to lecturers reminding them to finish lectures promptly.

ACTION: LCP

6. Revision of the Tripos

6a. Review of Part II

A draft document of the Part II review has been received by the committee, with the intention that it guide discussion and identify issues worth pursuing. It was agreed that the Teaching Committee would return to the review at the next meeting, with RKH sending JCU a list of items from the original document to be added to the agenda for the next meeting.

ACTION: RKH

6a. i. It was agreed that the Chairman would request a briefing from DJG for the Part II Project Overseers.

ACTION: LCP

6a. ii. It was noted that the Teaching Committee are happy to permit Overseers to swap students between themselves if they feel that they are unable to offer a student advice due to the subject area of the project.

6a. iii. It was agreed that in order to keep the course content up to date, RKH would send the Chairman a list of mature courses.

ACTION: RKH

6b. Denotational Semantics

It was agreed that extra classes, consisting of 10 lectures and two exercise classes would be allocated if space could be found in the timetable.

6c. Linguistics Tripos

While the Teaching Committee notes the existence of the Linguistics Tripos, reservations have been expressed. It was agreed that the Teaching Committee will review whether it would be beneficial to work with the Linguistics Tripos after it has been running for a year.

7. Liaison with the MPhil in ACS

Nothing to report.

8. Liaison with the MPhil in CSTIT

Nothing to report.

EXCEPTIONAL ITEMS

9. Provision of overhead projectors.

The Teaching Committee requested that, as a significant number of people use overhead projectors, they be available for the time being and that Stores keep a stock of the necessary equipment.

10. Any other business

The content of the Computer Science course taught to Natural Science Tripos students was discussed and it was agreed that RKH would further discuss, with CHN, the practicalities of removing Software Engineering and replacing it with an adapted version of the Operating Systems course.

ACTION: RKH & CHN

11. Dates of future meetings:

Tuesday 12th January, 2.15pm
Tuesday 9th February, 2.15pm
Tuesday 9th March, 2.15pm
Tuesday 20th April, 2.15pm
Tuesday 18th May, 2.15pm
Tuesday 22nd June, 2.15pm