

**UNIVERSITY OF CAMBRIDGE
FACULTY OF COMPUTER SCIENCE & TECHNOLOGY**

Chairman: Dr David Greaves

Secretary: Ms D. E. Pounds

Minutes of the meeting of the Tripos Management Committee
held on Monday 18 November 2013 at 14:15 in SW00

Present

Prof Ann Copestake (*Deputy Head of
Department*)
Dr David Greaves (*Chairman*)
Dr Robert Harle (*Parts IA and IB Course
Director and Chair of SSSoF*)

Dr Sean Holden (*Part II and Supervisions
co-ordinator*)
Prof Ian Leslie
Ms Dinah Pounds (*Secretary*)

1. Apologies for Absence

Dr Richard Gibbens (*Representative on Mathematics Faculty Board*)
Prof Peter Robinson (*Exchange Programme Organiser*)

2. Sabbatical and other leave

Prof Neil Dodgson's request for Sabbatical leave during 2014-15 was approved. Dr Alex Benton will continue to lecture half of the Part II Advanced Graphics course.

3. Notification of any other business

National Students Survey results for 2013

MINUTES OF THE PREVIOUS MEETING

4. Approval of the minutes of the previous meeting

The minutes were approved and signed.

5. Matters arising

Discussion on the revision of the Part II, Principles of Communication course is minuted under Item 12 below.

***Afternote.** Ivo Timotei has agreed to deliver part of Part II Artificial Intelligence whilst Dr Sean Holden is on Sabbatical.

REPORTS FROM OTHER COMMITTEES

- 6.** The Committee received the minutes from the Staff-student Consultative Forum. Students and supervisors have requested revision material and a sample exam question for the additional content for the new Part IA courses. This was noted by Dr Greaves in relation to Numerical Methods. Dr Greaves will also take this request forward to Dr Frank Stajano, regarding Algorithms and Professor Marcelo Fiore regarding Discrete Maths. **Action DJG**

The Committee received the minutes from the Joint Teaching Strategy Committee.

- I. The JTSC propose introducing an informal interview to assist in the selection of Part III students. The Committee endorsed this suggestion. It was requested the Secretary report the response actions of this Committee to the JTSC. **Action DP**

- II. Ways were discussed of how to incentivise and reward supervisors. The Committee proposed a departmental meeting which extended an invitation to Directors of Studies to join discussions on supervisions. **Action AAC**

7. Correspondence

Dr Stephen Siklos from the Mathematics Department. (see number 8 below, (Item 2-13-11-18c)

EXCEPTIONAL ITEMS

8. Tripos exams

In response to Dr Stephen Siklos from the Mathematics Department, the Committee confirmed that our preference is to keep the examination timetable for Computer Science unchanged as the timings are very finely balanced to link in with NST and PBS. **Afternote**; Dr Richard Gibbens will take this preference forward to the Maths Tripos Management Committee.

9. Learning & Teaching Quality Update.

Plans for a third paper in 1A on electronics, systems and design are ongoing and are due to be submitted to the Educational and Student Policy Department in January 2014.

10. Revision of Part IB

The Committee noted that revisions of IB will be restrained by the consequences of the planned development of Part IA. Professor Leslie confirmed that, as a consequence of last year's revision of Discrete Mathematics, there are now ongoing discussions with the lecturers of Part IB Mathematical Methods for Computer Science regarding revision of this course. The possibility of Further Java becoming an umbrella framework for the practical elements of other courses was also discussed. Any further discussion was deferred to the next meeting.

11. To date, a replacement for Dr Robin Walker, Chair for Director of Studies forum and subject admissions convenor who is retiring at the end of this academic year has not been found. This was noted and discussed.

12. Any other business

- I. **National Student Survey 2013.** The Committee welcomed the much improved response rate and satisfaction rating of the Computer Science Tripos, particularly in the areas of administration and supervisions. The areas still of concern included:
 - i. Staff are good at explaining things
 - ii. Staff have made the subject interesting

These issues will be raised in discussion at Department level and a focus group set up. **Action AAC**

The Committee also noted a negative response to the optional question 'feedback on my course is listened to and valued'. The Committee felt this was a problem of communication. Student Admin will undertake to keep students better informed about action taken in response to feedback. **Action DP**

- II. Discussions on the possible revision of the Part II course, Principles of Communication are in progress. It was agreed a link should be forged between this course and Part IB Computer Networking.

Date of next meeting: Monday 20 January 2014 at 14:15 in SW00