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 15 June 2015 at 13:30 in GS15

Present

Dr Richard Gibbens *(Representative on Mathematics Faculty Board*
Prof Mike Gordon *(Deputy Head of Department)*
Dr David Greaves *(Chairman)*
Dr Robert Harle *(Part IA coordinator)*
Dr Sean Holden *(Part II and supervisions coordinator)*

Dr Mateja Jamnik
Prof Ian Leslie
Dinah Pounds *(Secretary)*
Prof Peter Robinson *(Exchange Programme Organiser)*
Megan Sammons *(Student Administrator)*
Dr Simone Teufel

1. **Apologies for Absence**
    Dr Simone Teufel
    Dr Sean Holden

2. **Notification of any other business**
    Discussion of revision of the web pages for the revised tripos admissions.

3. **Minutes of the previous meeting**
    The minutes were approved and signed.

4. **Matters arising**
    i.   Dr Harle reported good progress on the preparations for the pre-course material for October 2015. Further details will be circulated during the summer vacation. **Action RKH**
    ii. Contact will also be made with the newly appointed Deputy Director of Educational Technologies regarding the Department's particular requirements for using MOODLE. **Action IML**
    iii. The possibility of offering training within the Lab will also be explored. **Action DP**

5. **Reports from other committees**
    i.   Staff-student consultative forum. The Committee received the minutes of the SSCoF meeting.
    ii. Joint teaching strategy committee. The Committee considered the request to place all female first-year in one practical group to boost confidence but considered this impractical from a timetabling perspective. The suggestion to hold Women@cl coffee and cakes events on Thursday afternoons when first year students are in the Lab was very much welcomed. Recruiting more female demonstrators was also considered desirable. **Action DP**

6. **Correspondence**
    i.   The Committee are in agreement that Dr Katia Shutova should cover the Part II NLP course and associated examination work for 2015 – 17 whilst Prof Copestake is on sabbatical. However there was some concern at the workload involved which will need to be clarified with Dr Shutova. **Action DP**

ii.   The Committee confirmed agreement for the revised scheme of assessment for Part III of the Tripos.
iii.   The Committee discussed concerns raised regarding the Part IA CS with Maths option and agreed this should be further discussed at the forthcoming Directors of Studies meeting to gauge opinion.

7. **Content and examination of the new paper 3.**
   i.   The Committee approved the KIS assessment document for the revised tripos structure.
   ii.   The Committee discussed the syllabus content of the new paper 3 at length and agree the following outline structure.
   Michaelmas term: Graphics
   Lent term: Applied Machine Learning
   Easter term: Databases
   Papers 4 to 6 will be adjusted accordingly. Material which requires prerequisite courses from IA should not be placed in Paper 3.
   iii.   The Committee agreed that oversight of Part IB should be allocated to a member of this committee. **Action DJG**

8. **The Tripos exam structure for 2016.** The Committee approved the revised structure.

9. **Release of exam solution notes.** Concerns have been raised that some students were able to access solution notes intended only for supervisors and directors of studies. Web access to these will be made more secure and directors of studies reminded that these are for teaching purposes only for two years after they are set for examination.

10. **Any other business**
   The Committee recommended that directors of studies be consulted at the forthcoming meeting as to the appropriate qualifications for applicants interested in the 75% computer science option. The admissions pages on the website have now been updated.
   http://www.cl.cam.ac.uk/admissions/undergraduate/course/

11. **Date of next meeting**
   12 October 2015