

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

Chairman: Dr David Greaves

Secretary: Ms Dinah Pounds

Minutes of the Tripos Management Committee meeting
held on Monday 25 April 2016 at 13:30 in GC22

Members

Dr Richard Gibbens (Representative on
Mathematics Faculty Board)
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 and Deputy HoD*)
Megan Sammons (*Student Administrator*)
Dr Simone Teufel

1. Apologies for Absence

Richard Gibbens
Ian Leslie

2. Notification of any other business

- i. Sabbatical leave has been requested by Dr Simone Teufel for one year from Easter 2017 and from Prof Larry Paulson for one year from Michaelmas 2017 (Item 6).
- ii. Discussion on a replacement for Dr D. Orchard who was to cover Part II Optimising compilers for 2016-17. (Item 6iv)
- iii. Exam questions for the new Paper 3 Machine Learning and Real World Data (ML&RWD) course. (Item7iii)

3. Approval of the minutes of the previous meeting

The minutes were approved and signed.

4. Matters arising

- i. Presentation opportunities for students. Directors of Studies will be asked to nominate students from next Michaelmas term as the focus in Easter term is on examination preparation.
- ii. Guidance for lecturers is being prepared. This will include guidance on Part II dissertations including advice on word count. **Action DP**
- iii. The Committee agreed that an adjustable standing desk would be ideal for the proposed Intel Lab lecturer address system.
- iv. A book by a female author will be added to the course reading list.
Action DJG
- v. The clerk to the IA examiners has expressed concern at the proposal to consider adopting a Mathematics course from the Department of Engineering rather than from Natural Scientists for Part IA as this would make collating Part IA exam results logistically very difficult.

5. Reports from other committees

- i. Staff-student consultative forum. There were no new issues to discuss.
- ii. Director of Studies forum. It was noted that some departments have experienced problems with admissions tests but this has not been the case for the Computer Lab.

EXCEPTIONAL ITEMS

6. Outstanding lecturer cover requirements for staff on sabbatical.

- i. Dr Anil Madhavapeddy- C and C++. The newly appointed lecturer Dr Neel Krishnaswani will be approached. Dr David Chisnall has offered to write practicals and this was welcomed.
- ii. Dr Andrew Rice. The Committee confirmed that it is preferable that IB Prolog should run next year. Dr Nik Sultana will be asked to deliver the course but a UTO will be needed to oversee the tick and exam questions setting and marking.
- iii. Dr Orchard will not be available to teach Part II Optimising compilers next year as he has accepted a permanent post elsewhere. Prof Mycroft will be asked to propose an alternative lecturer.
- iv. The Committee were supportive of the request for sabbatical leave received from Dr Teufel and Prof Paulson subject to replacement lecturers being confirmed. As the new Paper 3 ML&RWD is quite experimental, the Committee advised that Prof Copestake be asked to be involved at all stages next year when the course is first delivered and the following year during Dr Teufel's leave.

Afternote: Prof Copestake's has confirmed she will be involved at all stages.

7. Tripos revision. Report from the Chairman on progress so far.

- i. The final timetable has been agreed. ML&RWD has been reduced to a 30 minute lecture in the lecture theatre followed by a 2 hour practical in the Intel Lab twice weekly which was deemed a sufficient time allocation. Work should now begin on the new Paper 7 due to run in 2017-18. **Action DP**
- ii. Paper 2 Software Engineering will include preparation for IB Group projects and some security. The Chair will coordinate development of the course content with the lecturers. **Action DJG**
- iii. The Committee acknowledged Dr Teufel's concern at finding material for 4 exam questions for ML&RWD which is principally a practical course and agreed to the setting only 3 questions of which the students must answer 2.

8. Shadow marking of Part II dissertations. Request from Dr David Chisnall, Director of Studies at Murray Edwards College. The Committee welcomed this initiative and agreed it would address the issue of perceived lack of transparency. Some reservations were expressed since this has been tried before but proved difficult to achieve. Permission will be needed at all levels as well as the assistance of examiners at the sessions. **Action DP**

9. Report on the Lent term course surveys. The Committee welcomed the positive response about courses from students and requested that, where action was required, individual lecturers should be notified. **Action DP** The Mathematicians on the Committee are asked to form a sub-committee to take an overview of the course content of Discrete Mathematics and remove some material, possibly into another course. **Action IML and RJG**

Overlap of material as highlighted in Part II Information retrieval was not considered an issue and Dr Ronan Cummins will be asked to deliver the course again next year.
Afternote: this has been agreed.

10. Any other business

(See items 6iv and 7iii)

Organisation of the IA and IB ticks for next year needs to be finalised.

Action DJG

11. Date of next meeting – 13 June 2016