

UNIVERSITY OF CAMBRIDGE
FACULTY OF COMPUTER SCIENCE & TECHNOLOGY

Chairman: Dr David Greaves

Secretary: Ms Dinah Pounds

Minutes of the Tripos Management Committee
held on Monday 10 October 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

Prof Ian Leslie
Dr Simone Teufel

2. Notification of any other business.

- i. Lecture recordings
- ii. Induction for Part IB students

3. Approval of the minutes of the previous meeting

The minutes were approved.

4. Matters arising

- i. The agreed wording on our expectations for Part II courses is- 'It is expected that every course will offer supervisions. Where this is not possible, the Department will offer examples classes. Best practice is that work will be set for the examples classes and solutions made available.'
- ii. The Committee also noted that recruitment of supervisors continues to be a problem due to the low ratio of research students to UTOs. Artificial Intelligence courses are particularly hard to recruit sufficient supervisors for and the popularity of this area of Computer Science for Part II projects is of particular concern. The Committee would like the 'Good Citizenship' policy to be brought to the attention of new researchers to encourage participation in supervisions. **Action DJG**
- iii. It was agreed that an experienced lecturer should cover IA Foundations of Computer Science. **Action DP**

5. Reports from other committees

Nothing to report.

EXCEPTIONAL ITEMS

6. Requests for sabbatical leave.

- i. **Dr Frank Stajano**- one year from MT 2017. This was agreed subject to satisfactory teaching cover being in place. Dr Harle will cover IA Algorithms if needed.

- ii. **Prof Andy Pitts**- one year from MT 2017. Prof Dawar has agreed to cover IB Computational Theory. Dr Krishnaswami has agreed to cover Part II Types and expressed a wish to take the course over as it is close to his research area. Leave was agreed.
 - iii. **Prof Glynn Winskel**- one year from MT 2017. Funding is currently being sought which will enable Dr Hayman to continue delivering Part II Topics in Concurrency. Leave was agreed. The Committee noted the option to cancel a Part II course but would prefer that cover is forthcoming.
7. This Committee was asked to approve changes to the Part III HoD notice to prohibit Part III students from taking S500 or S501 Special Topics. This was formally agreed.
- 8. Examinations.**
- i. **Marking and Classing 2016.** Consideration of Computer Science in the University Baxter tables. The adjustment to our Baxter score for Easter term exams in 2016 to move our position to the median of the table was not achieved because other departments also adjusted their Baxter score. Consequently, we remain second from bottom in the University Baxter tables. The Committee agreed we should further adjust our score to achieve a position near the middle of the table and also to continue to aim for a sense of progression through the tripos. **Action PR**
 - ii. **IA exam grade analysis comparison to the pre-arrival course results.** These need to be reconsidered using the percentage of ticks achieved for comparison. A comparison of the CSAT results with end of year results was also requested. **Action DJG**
- 9. Admissions.** Statistics and trend analysis for IA options and gender balance. The number of IA students has settled at 101, 8 more than were originally admitted. The extra students are either deferred students or students who have transferred from NST, Maths or Engineering. It was noted that to date, 7 CST and a large number of NST students opting for our Paper 1 had not completed the pre-arrival course. The Committee's concerns will be further discussed at the forthcoming Directors of Studies meeting. We propose an earlier advertised deadline and the course needs to be better advertised on the Natural Science admission webpages. It would be helpful if the IA coordinator for Computer Science was added to the NST Directors of Studies email list and that NST Directors of Studies be able to view their student's progress on Moodle. It was also noted that there were students other than NST or CST who tried out the pre-arrival test. The Committee agreed that being able to try out the course to see if a student can cope with Computer Science was an important factor in helping students to choose their options.
Action DP/RKH
- 10. NSS National student survey results for 2015.** The areas of concern raised by Computer Science students are workload and personal development. Workload is being addressed through the revision to the Computer Science Tripos and the introduction of more practical work in the new Paper 3 will be continued in the revised Paper 7. The informal activity at IA registration was very successful and provided communication opportunities which should contribute to personal development.
- 11. Revision of Paper 7.** Guidance is needed for Part II lecturers as courses will need to be revised to accommodate the present Part IA (75) and for ACS lecturers to prepare for the inclusion of Part II students from MT 2018. Remaining courses will form the new Paper 7, taken by IA (75) in Part IB and by IA (50) in Part II. We will request a structured Wednesday to discuss this at the start of Lent term 2017

Action DJG

12. Any other business

- i. Recording lectures. The Committee reaffirmed our policy of allowing students with disabilities to make recordings. The Lab's systems are not reliable enough to do this on their behalf.
- ii. An introductory lecture for Part IB was felt to add to workload but an information stand at the start of lectures was thought more appropriate.

Action DP

13. Date of next meeting – Monday 14 November 2016