



UNIVERSITY OF  
CAMBRIDGE  
Computer Laboratory

Faculty of Computer Science & Technology  
Tripos Management Committee

Chairman: Dr David Greaves

Secretary: Ms Dinah Pounds

Unconfirmed minutes of the Tripos Management Committee  
held on Monday 13 November 2017 at 13:30 in GC22

**Members**

Dr David Greaves (*Chairman*)

Dr Hatice Gunes

Dr Robert Harle (*Part IA coordinator*)

Dr Sean Holden (*Part II and supervisions  
coordinator*)

Dr Mateja Jamnik

Dinah Pounds (*Secretary*)

Prof Peter Robinson (*Exchange*)

*Programme Organiser and Deputy HoD*)

Megan Sammons (*Student Administrator*)

Dr Damon Wischik

**1. Apologies for Absence**

Mateja Jamnik

**2. Notification of any other business**

- i. IA Foundations of Computer Science course.
- ii. Proposal for an essay writing course.
- iii. Future student accommodation.

**3. The minutes of the previous meeting were approved.**

**4. Matters arising.**

- i. The Committee request that payment for demonstrators on the new 'Paper 10' courses be quantified.
- ii. Further discussion on IA Software and Security Engineering. It was agreed the name of the course be unchanged but more emphasis be placed on software engineering. **Action DJW**

**5. Correspondence.**

The syllabus for Software and Security Engineering is deferred until January. Dr Beresford will join the course as second lecturer and assist in the syllabus preparation.

**6. Reports from other committees**

- i. SSCoF minutes were received. The students have requested a change to the order of Paper 3 Michaelmas courses with concerns raised from Part IB students taking Paper 3 Databases where there is some repetition of IA Discrete Maths. There are however, pedagogical reasons for the order of

- courses and lecturers may be able to avoid repetition for these students by another means.
- ii. Students also request an opportunity to give more course feedback in addition to end of course surveys. This can be done on Moodle or the fast-feedback button on the website can be used. **Action RKH**
  - iii. The warning on the Department's website regarding the penalty for failing to submit a Part II project proposal on time is both inaccurate and unnecessarily stern. The wording will be revised. **Action DJG**

## EXCEPTIONAL ITEMS

### 7. Requests for sabbatical leave

- i. Dr Robert Watson- academic year 2018 -19. Cover for IB Concurrent and Distributed Systems is still to be arranged.
- ii. Dr Robert Harle – one academic year beginning Easter term 2018. Teaching cover has been confirmed.
- iii. Dr David Greaves- academic year 2018 -19. Agreed providing cover for IA Numerical methods is confirmed. **Afternote: Dr Richard Gibbens has agreed to cover this course.**
- iv. Dr Sean Holden. Sabbatical leave for Michaelmas term 2018 and Lent term 2019 was approved. The Committee confirmed that Part II Machine Learning and Bayesian Inferences should run as it is a popular course. Dr Holden was happy to deliver the course in Easter term. This necessitates a reduction from 16 to 12 lectures. The additional 4 lectures will be added to the Paper 10 'Big Data' course and delivered by Dr Gibbens and Dr Wischik.

- 8. Part IA and IB ticks.** Weighting of individual ticks and advice to the examiners. The Committee agreed a change to negative credit for Part IA. It was felt that each cohort should receive the same penalty for missing the same percentage of ticks. Part IB 50% students are slightly more loaded. The Committee agreed to reduce the overall number of assessed ticks with the exception of Interaction Design which are for group-work. We will move away from using a pro-rata penalty to a fixed penalty of 10 marks per tick for Part IA and Part IB.

**Action RKH**

### 9. Development of Part II papers and units.

- i. New 'Paper 10' units. The Committee welcomed the proposed courses from the 3 themed groups. Some concern was expressed that courses would not be able to cater for large numbers of students which may limit student choice and cause disappointment where demand for a particular course is high.
- ii. Revisions to existing courses for Papers 8 and 9. The Committee agreed that Digital Signal Processing should move to 'Paper 10' and have practical elements and welcomed the proposal to link the course audio signal processing. The lack of audio coverage in the Tripos was noted as being unusual in an undergraduate computer science course.
- iii. Large group supervisions were welcomed as a means of making the new courses more viable.

- 10. Approval of guest lecturer for IB Logic and Proof.** The Committee were content to approve Dr Victor Gomez as a guest lecturer for 4 of the twelve lectures.

- 11.** The Committee approved the arrangements to limit the numbers of NST students who can borrow CST Paper 1 to 60. The mechanisms will be confirmed after discussion with the administrator for NST. **Action DP**

**12. Admission numbers and how to plan for selection of applicants from 2018 onwards.** Dr Harle reported a 33% increase in applications for 2018 with 1139 applying. This gives a ratio of 1 place per 11 applicants. This is the last year where AS UMS scores will be available and Directors of Studies are concerned that the deselection process will be unmanageable. Regulations from the Admissions Forum do not permit a pre-arrival and an interview test as two tests is considered to reduce accessibility. Further discussion with Directors of Studies is needed to consider how to apply a pre-interview filter.

**13.** The Committee agreed to set a timetable for phasing out the 50% option. The number of students taking this option is reducing and administration is proving complex for Directors of Studies. There is also concern that exclusion from the new Part II units will cause disappointment amongst students. It is proposed to ask Faculty Board for a consultation period with Directors of Studies. For implementation by 2020, the change must be approved by all the relevant bodies by the end of Easter term 2018.

**14. Any other business**

- i. The Committee supported the proposal to move the language in Foundations of Computer from ML to OCaml. Some adjustment will be needed to the pre-arrival course and other related courses and the exam examples should be updated.
- ii. The Committee welcomed the suggestion of an essay writing course. Colleges do make some provision but there is a precedent in the Department for one-off optional lectures to cover skills. **Action DP**
- iii. Students have requested more places in the Lab for work. The 'hang-out' area on the first floor will be refurbished to accommodate this need. Other possible spaces will also be explored. **Action DP**

**15. Date of next meeting – 22nd January 2018**