



UNIVERSITY OF
CAMBRIDGE
Computer Laboratory

Faculty of Computer Science & Technology
Tripos Management Committee

Chairman: Dr Timothy Jones

Secretary: Ms Dinah Pounds

Minutes for the meeting of the Tripos Management Committee held on Monday 24 February
2020 at 14:00 in GC22

AGENDA & NOTES

Members

Prof Alastair Beresford (*Deputy HoD*)
Dr Timothy Jones (*Chairman*)
Dr Hatice Gunes
Dr Robert Harle
Dr Sean Holden

Dinah Pounds (*Secretary*)
Tara Leggett (*Student Administrator*)
Prof Frank Stajano
Dr Damon Wischik
Caroline Stewart

1. Apologies for Absence

Prof Alastair Beresford was not required
Hatice Gunes
Tara Leggett
Caroline Stewart

2. Notification of any other business

- i. Student workload for Part II units.
- ii. Formal recognition by the Department for teaching excellence.
- iii. Review of IB Group Projects

3. Approval of the minutes of the previous meeting

The minutes were approved.

4. Update on pending actions

- i. Strike mitigation. Further advice will be issued to students at the end of the present strike action. The Committee expressed concern that students do not read emails but do not consider there are any viable alternatives. The Committee expressed some concern that some colleges are offering replacement lectures which members perceived as unfair.
- ii. If no cover can be found for Part II Probability and Computation and Advanced Algorithms the Committee agreed that they should not run for 2020-21. There are now sufficient alternative Part II units on offer to students.
- iii. The Chair confirmed that Advanced Operating systems only takes place over one term.
- iv. Guidance for lecturers on giving feedback to students taking Part II lectures has been issued.

5. Other matters arising.

None

6. Reports from other committees.

- i. SSCoF (2020-02-24a) The Committee recommend student reps are given a list of FAQs as much of the discussion focuses on issues about which the Department has no control over, in particular the café. **Action RKH**
- ii. Director of Studies (2020-02-24b) The Committee propose offering guidelines on students attending internship interviews. **Action RKH**

7. Applications for sabbatical leave

Hatice Gunes – deferred until 2021-22

The Committee were content with this arrangement and propose that Dr Church who was to have covered the course in 2021 be asked to shadow the course in 2021 and be appointed as cover lecturer for 2022. **Action DP.**

8. Correspondence.

Maths replacement for IA NST Maths (2020-02-24c) The Committee confirmed that Maths for Engineering was not a suitable replacement course for IA Maths for Natural Sciences. There are ongoing discussions with Maths regarding setting up a new course and the resource issues. TMJ will further discuss the proposals with AD. **Action TMJ**

9. Proposed Part II units 2020 – 21 (2020-02-24d) Feedback surveys for ACS

Cybercrime and Interaction with Machine Learning are available at

<https://www.vle.cam.ac.uk/course/view.php?id=180082>

- i. Arrangements for Datascience have been proposed. The Committee expressed some concern about what associate lecturers are contracted to do and what should happen in an emergency and requested more information. **Action DP/CS**
TMJ will discuss further with the proposed lecturer and overseeing UTO.
- ii. The Committee expressed concern that the student workload for some units appeared heavier than for others. It was agreed that all courses should be checked by a colleague, where possible in the same field, to consider workload. **Action DP**

10. Any other business

- i. Correspondence from AM requested the Committee look at some issues arising this year that caused overload in Datasciences. The Committee confirmed that the problems were caused by strike action and a lack of preparation by a non-UTO. The Committee felt that introducing checkers for the courses and publishing all lectures and assignments by the start of Michaelmas term will prevent any repetition of this.
- ii. An award from the Department to recognise good teaching was proposed by FMS and welcomed by the Committee. The Committee will consider student feedback at the end of the academic year.
- iii. RKH proposed a review of Group projects. The format has not been changed for a number of years. **Action RKH**

Date of next meeting: Monday 11 May 2020