

# Teaching Committee Minutes

Wednesday 4<sup>th</sup> July 2018, 2pm, Appleton Tower Room 7.14

Present: Alan Smaill, Convenor  
Gillian Bell  
Stephen Gilmore  
Colin Stirling  
Volker Seeker  
Pavlos Andreadis  
Mary Cryan  
Julian Bradfield

In Attendance: Gregor Hall (administrator)

**18.48 Apologies for Absence:** Alex Lascarides, Helen Pain, Iain Murray, Sharon Goldwater, Richard Shillcock.

**18.49 Minutes of Previous Meetings** – approved

## **18.50 Matters Arising**

*(TC May 10th, Item 4) - Proposal to Remove Elevated Hurdles for Progression to Honours - B. Franke.*

ACTION: Convenor to speak to Vicky McTaggart in ITO.

The Convenor spoke to Vicky and discussion followed regarding the MInf degree – it was agreed that second year to third year hurdles should be removed, but third year to fourth year hurdles should remain.

ACTION: the Convenor will contact the relevant people in the Business School and the school of Physics about next year.

### *18.04 Moderating IPP Marks - G. Sanguinetti*

New co-ordinator of IPP Bjoern Franke in the process of actioning. COMPLETE.

The Committee discussed this item in light of Taught Assessment Regulation 31 (“Moderation and standard-setting”.)

*18.06-03 (AOCB) Student access to the Forum.*

OUTCOME: Sign-in to remain compulsory. COMPLETE.

A Committee member asked why card access could not be used to restrict access for Taught students to the working day, but another member explained that access options were either full access or no access.

*18.26 Increase in Language Requirements for MSc/AMSc in Design Informatics - Maria Wolters* COMPLETE.

*18.27 Usage of Appleton Tower room 5.01.*

Estates surveying the wall in the hope of mounting a screen and 12 nodal chairs provisionally ordered. ONGOING.

*18.29-01 – The Convenor raised the ongoing subject of software options for coursework submission.*

ACTION: Convenor to establish sub-committee to investigate options - ONGOING.

**ACTION:** reminder.

*18.29-02 A replacement lecturer for IPP is required.*

Bjoern Frank now allocated as course co-ordinator. COMPLETE.

*18.34 Employment of UG and MSc Tutors Policy v3 – DoT*  
COMPLETE.

*18.41 Exam Rubric Proposal – Sharon Goldwater*

**ACTION:** ITO with Iain Murray to put in place for 2018/19. OUTSTANDING.

**18.51 Reducing the Number of courseworks for DMMR** - Colin Stirling.

The proposer took the board through the proposal, which essentially involves replacing a weekly exercise with 2 courseworks over the term. A member asked about how far in advance the courseworks would be released, the reply being as far in advance as is reasonable. Some discussion ensued as to the merits of using Coderunner (as the School of Maths do for the Linear Algebra course) but it was pointed out that this was a lot of work and it was decided to administrate this with paper hand-ins to ITO. The proposal was approved.

### **18.52 Non-Honours Assessment** – Iain Simpson

The proposer was not present so the discussion was led by the Convenor.

The first item concerned the Inf1 Object-Oriented Programming exam and has been redacted. Please request a copy of the minutes from ITO.

The second item was the application of borderline policy, and the impact of changes to the regulations. The Taught Assessment Regulations changed from 16-17 to 17-18.

### **18.53 Recruitment Report** - Helen Pain

The Recruitment officer was absent so the Committee reviewed the document and discussed the figures. The drop in applications from the European Union in comparison to last year could be explained by applicants' concern over funding after the UK leaves the EU; the increase in MSc applications may be because such concerns are lessened in a one year programme. It was pointed out that the increase in numbers from overseas will probably result in increased revenue, and might be attributed by factors such as an expectation that the pound will devalue after Brexit.

**18.54 Date of Next Teaching Committee Meeting:** Wed August 8<sup>th</sup>, 2pm.

### **18.55 AOCB**