

## STAFF-STUDENT COMMITTEE

### **Minutes**

A meeting of the Philosophy Staff and Student Committee was held on Tuesday 2 May 2017 at 1.05 p.m. in the Philosophy Faculty Board Room

**Present:** Clare Dickinson (Principal Secretary), Heather Sanderson (Administrator), Jenni Lecky-Thompson (Librarian), Professor Tim Crane (Faculty Chair), Dr Paulina Sliwa (Undergraduate Co-ordinator), Ivan Merker, Tara Alia Khalid, Eugene Chua, Anni Raty, Farbod Akhlaghi-Ghaffarokh (Chair), Jonathan Emery, Ege Yumusak, Paula Keller.

1 Starring of items was invited.

2 Apologies were received from Charlie Evans and Rae Langton.

3 The minutes of the meeting held on 7<sup>th</sup> February 2017 were approved. These minutes were previously circulated to all students via e-mail for information.

4 New appointments/Staff news

It was reported that the Faculty were delighted to confirm that the Board of Electors to the Knightbridge Professorship of Philosophy had elected Rae Langton to be the next Knightbridge Professor with effect from 1 August 2017, after Tim Crane leaves the post at the end of July. It was noted that Rae Langton is the first woman to hold this post.

Chris Cowie was congratulated on being appointed to a permanent lectureship at Durham University from 1st September 2017.

Sophia Connell was also congratulated on being appointed to a permanent lectureship at Birkbeck College, London, from 1<sup>st</sup> September 2017.

5 Tripes Examinations

All undergraduates were reminded that they had been emailed a copy of the exam timetable. Students were also reminded that the final version of the Philosophy Tripos Exam timetable could be found on pages 157-158 of the Main Period Easter Term document at:

<http://www.admin.cam.ac.uk/students/studentregistry/exams/timetable/>

Students were reminded that the Philosophy Faculty uses a numerical marking scheme.

It was noted that details of the current marking guidelines and criteria were now also available on the Faculty website at:

<http://www.phil.cam.ac.uk/curr-students/IA/curr-students/ugrads-exam-folder/ugrads-exams/markig-criteria-new>

Students were reminded that past exam scripts and sample answers were available on the website.

<http://www.phil.cam.ac.uk/curr-students/ugrads-exam-folder/sample-answers>

6 Deadline for handing in Part II Dissertations

Students were reminded that the deadline for submitting dissertations for Part II was **Friday 5<sup>th</sup> May at 12 noon**. It was explained that if students missed this deadline

without prior approval from the Chair of Examiners, they would fail the paper as the final deadline for amending exam entries had already passed.

7 Possible academic writing workshop

Iván Merker reported that there had been a request from 1<sup>st</sup> year students for a Faculty organised academic writing workshop to be held at the beginning of Michaelmas Term/during Fresher's week. Iván explained that students were particularly keen to have guidance on referencing within essays. Tim Crane underlined that students do have intensive weekly instructions on essay writing via supervisions. It was also explained that there is already a guide to writing Philosophy essays on the Faculty website:

<http://www.phil.cam.ac.uk/curr-students/IA/curr-students/writing-skills/>

which was produced by previous graduate students in response to a similar request. It was agreed that a copy of this guide should be included in Fresher's Welcome Packs in future, and that the link to the guide should also be sent to DOS's. Paula Keller reported that she had found the guide very useful, and it was also noted that the Immoral Sciences Club have a similar, useful guide written by undergraduates.

8 National Student Survey 2017

It was noted that the deadline for completing The National Student Survey was Sunday 30<sup>th</sup> April. It was reported that all Part II students had been emailed a link to the survey. It was explained that the NSS is an independent survey asking students to rate the quality of their Higher Education experience, and the results of this survey help prospective students, their families and advisors to make study choices. Students were strongly encouraged to take part in this survey – it was reported that to encourage participation in 2017, the University would be holding a prize draw for students who had participated, with the following 5 prizes: **one iPad Air, one iPad Mini, and three £50 cash prizes.** It was noted that the prize draw results would be announced after the survey closes on 30<sup>th</sup> April 2017.

9 Postgrad Survey

It was reported that the Postgraduate Taught Experience Survey (PTES) 2017 was now open to students for feedback about their experience on the University's postgraduate programmes. It was explained that MPhil Students would have been sent a link to this survey, and were encouraged to complete it.

10 Undergraduate Student Survey Easter 2017

It was reported that the online survey had been finalised, and that all undergraduates had been sent a link to the survey on Friday April 28<sup>th</sup>. Student representatives were thanked for their input, and were asked to help encourage all students to take part. Anni Raty and Paula Keller explained that they had encouraged students to participate via Facebook, and that they would send a further reminder. Rae Langton requested that all students be encouraged to take part.

11 Reading Lists

Students were informed that combined Course Outlines/Reading lists would be updated over the summer and would also be posted on the Faculty website. Anni Raty asked in connection with this, how students could be clear on what had changed in the syllabus from one year to the next. Paulina Sliwa suggested that the best way would be for students to ask their supervisors. Paulina and Heather will liaise and will add a suitable note about this on the Faculty website.

12 Library Annual Report 2015-2016

The above report was circulated.

- 13 Library exam period extended opening hours  
It was reported that the Library would be operating extended opening hours from Monday 1st May until Thursday 8 June. It was noted that the Library would be open 9am to 7pm Monday to Thursday, 9am to 6pm on Friday, and 11am to 5pm on Saturday.
- 14 Faculty Newsletter  
It was noted that the 14<sup>th</sup> issue of the Faculty Newsletter was due to be ready in May.
- 15 Lecture Questionnaires evaluation sheets  
Students were informed that evaluation sheets for completed lecture questionnaires for Lent Term 2017 would shortly be available for consultation from the Library issue desk.  
  
Students were also informed that if they had any suggestions on how the questionnaires used to collect feedback on Lectures, Discussion Groups and Logic Classes could be improved, this would be very welcome.
- 16 Part IA Discussion Group readings  
It was noted that the Ethics & Political Philosophy caucus meeting in Easter Term would make suggestions for reading(s) about Equality of Opportunity, for approval by the Faculty Board at the meeting on 22<sup>nd</sup> May.
- 17 Session on taking Experimental Psychology  
It was noted that some current IB students had agreed to run a session on Friday April 28<sup>th</sup> for any IA students considering taking Experimental Psychology, to give them an insight into how the course runs. It was noted that the Faculty was grateful to these students for giving up their time, and hoped that a similar session would run again next year.
- 18 Session on History of Philosophy Papers – Part IB Papers 4 & 5, and Part II, Papers 4 & 5  
Students were informed that there would be an advisory session for any students considering taking any of the History of Philosophy papers at either Part IB or Part II in 2017-18 (i.e. Part IB papers 4 & 5, or Part II, Papers 4 & 5). It was noted that the session would be run by the various academics involved in the teaching of these papers, along with some current students studying these papers, and would take place in the Board Room on **Tuesday 9th May at 10.30am.**  
  
Anni Raty asked whether similar information sessions could be offered for all papers. Tim Crane said that he would take this proposal to the Faculty Board meeting on 22<sup>nd</sup> May. The students present said that they would be happy to help with such sessions, and there was also discussion of the possibility of students running separate sessions from the academics (after exams had taken place) to give a different view point.  
  
Heather Sanderson reminded the students that there was some Faculty funding available for social events for undergraduates. It was agreed that a social event after the exams could double up as an event where students could talk to others who have taken options they are considering. Any students interested in setting up a social committee for this, were asked to contact Heather.
- 19 Arts & Social Sciences Open Days  
It was reported that the Cambridge Open Days for prospective undergraduate students would be held on Thursday 6 July and Friday 7 July 2017. It was explained that on each day there would be an information stand located in the Law

Faculty Foyer from 10am – 4pm, as well as a course presentation and a tour of the Faculty. Any students who were interested in volunteering to help on the stand for one or more two hour slots, were asked to contact the undergraduate co-ordinator, Paulina Sliwa.

- 20 Dates of Faculty Board/Degree Committee meetings for 2017-2018  
It was noted that the following dates for Faculty Board and Degree Committee meetings for the academic year 2017–2018 had been agreed:

<u>Michaelmas Term 2017-18</u>	<u>Lent Term 2018</u>	<u>Easter Term</u>
Monday 16 October Monday 20 November	Monday 29 January Monday 5 March	Monday 21 May

Long Vacation 2018  
2 July 2018

- 21 Dates of Final Examination Meetings  
Part IA – Tuesday 13<sup>th</sup> June 2017  
Part II – Tuesday 20<sup>th</sup> June 2017  
Part IB – Friday 23<sup>rd</sup> June 2017

It was explained that a breakdown of marks would be sent to Directors of Studies and Tutorial Offices shortly after the final exam meeting. It was further explained that Directors of Studies would inform students of their marks for individual papers. Students were informed that if they were unable to contact their Director of Studies to receive their marks, they should contact the Tutorial Office of their College. It was explained that the Faculty Office would be unable to disclose marks to individual students.

- 23 NUS Green Impact 2017 – Silver Award  
It was reported that the Philosophy Green Team had recently submitted this year's Green Impact workbooks and that they were hoping to gain a Silver Award. It was noted that the results would be announced at the Green Impact Awards Ceremony, which would take place on 21 June. It was also reported that the team would be pleased to hear of any other suggestions for making the Faculty greener – please contact Clare Dickinson (cll30) or Charlie Evans (cme34).

- 24 Any other business.  
Tim Crane reminded everyone that the last meeting of the Moral Sciences Club this term would take place on Tuesday 23<sup>rd</sup> May. At the AGM, Tim will be proposing that the MSC fees be abolished.

The meeting finished at 1.40pm.