

FACULTY OF PHILOSOPHY
STAFF-STUDENT COMMITTEE

Minutes

A meeting of Philosophy Staff and Students was held on Tuesday 1st May 2018 at 1.05 p.m. in the Philosophy Faculty Board Room.

Present: Professor Rae Langton (Faculty Chair), Dr John Filling (Undergraduate Coordinator), Jo Harcus (Librarian), Heather Sanderson (Faculty Administrator), Clare Dickinson (Principal Secretary), Charlie Evans (Graduate Secretary), Hanyang Liu, Anna Simpson (Administrative Assistant).

- 1 Rae Langton put herself forward to chair the meeting.
- 2 Starring of items was invited.
- 3 Apologies were received from Benjamin Marschall.
- 4 The minutes of the meeting held on 6th February 2018 were approved. These minutes were previously circulated to all students via e-mail for information.
- 5 New appointments/Staff news
It was reported that Jo Harcus has been appointed to the Librarian post, starting on 16 April 2018. Jo joined us from Lucy Cavendish College.
- 6 Revision Classes and Teaching Resources 2018
Following consultation between student representatives, John Filling, Dr Tim Button (Chair of Examiners) and Rae Langton, extra revision classes were arranged for Easter Term 2018. All students received an email outlining the classes available. Thanks were extended to those involved in arranging and running the extra sessions.
- 7 Diversifying the curriculum

It was noted by Rae Langton that student representatives and other students have drawn attention to the desirability of a more diverse curriculum, and the Faculty supports these goals. This is an ongoing process and it was reported that this would be discussed further in conjunction with students, the Library team and with potential Athena Swan and Caucus meeting input.
- 8 Tripes Examinations 2018
All undergraduates have been emailed a copy of the exam timetable. Students were reminded that the final version of the Philosophy Tripos Exam timetable could be found on pages 145-146 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/marking-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>

- 9 Deadline for handing in Part II Dissertations
Students were reminded that the deadline for submitting dissertations for Part II was **Friday 4 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.
- 10 Reading Lists
It was noted that Faculty Caucus meetings would be reviewing Combined Course Outlines and Reading lists this term. These would be updated over the summer and would also be posted on the Faculty website.
- 11 Library exam period extended opening hours
It was reported that the library would be operating extended opening hours from Monday 30th April until Friday 8th June. It was noted that the library would be open from 9am to 7pm Monday to Friday and 11am to 5pm on Saturday.
- 12 Faculty Newsletter
It was noted that the 15th issue of the Faculty Newsletter was due to be published in the summer.
- 13 Lecture Questionnaires evaluation sheets
Students were informed that evaluation sheets for completed lecture questionnaires for Lent Term 2018 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.
- 14 Arts & Social Sciences Open Days
It was reported that the Cambridge Open Days for prospective undergraduate students would be held on Thursday 5 July and Friday 6 July 2018. It was explained that on each day there will be an information stand located in the Law Faculty Foyer from 10am – 4pm, as well as a course presentation 2.30 – 3.15pm in the Faculty of Divinity 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 Anna Simpson in the Faculty Office, who will liaise with the Undergraduate Co-ordinator, John Filling.
- 15 Dates of Faculty Board/Degree Committee meetings for 2018-2019
It was noted that the following dates for Faculty Board and Degree Committee meetings for the academic year 2018–2019 were to be agreed at the next Faculty Board meeting on 21 May 2018:

Michaelmas Term 2018-19
Monday 15 October

Lent Term 2019
Monday 28 January

Easter Term 2019
Monday 20 May

Monday 19 November

Monday 4 March

Long Vacation 2019

1 July 2019

16 Dates of Final Examination Meetings and Release of Marks

Part IA – Tuesday 12th June 2018

Part II – Tuesday 19th June 2018

Part IB – Friday 22nd June 2018

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 highlighted that the Faculty Office would be unable to disclose marks to individual students.

17 NUS Green Impact

It was reported that the Philosophy Green Team would continue to highlight green issues to the Faculty. It was further noted that due to staff changes the Green Team were now working towards a Green Impact Gold Award next year and were planning to submit an application in ET 2019.

18 Any other business

Rae Langton clarified details of the approved Tripos changes following a student query.

The meeting finished at 1.35pm.