

FACULTY OF PHILOSOPHY
STUDENT-STAFF COMMITTEE

Minutes

for the meeting of **Monday 13th May 2024, 12.05 p.m.**

Present: Cara Addelman (Mphil. Rep.), Eli Bertuccioli, (UG Rep.) Angela Breitenbach (Chair), Sophie Dandelet, Janette Dutton, Jo Farmer, Sarah Fine, Eleanor Hammersley, Jo Harcus (Lib.), Richard Holton, Andrew Ma (PhD rep.) George Wang (UG rep.)

* *circs*

- 1 * Starring of items was invited. *EDI review of decisions reminder.*

The Student-Staff Committee will consider agenda items and confirm that equality, diversity, and inclusion have been considered.

- 2 Apologies for absence.

- 3 * *circ* Approve minutes of the meeting held on 19th February 2024. These minutes were previously circulated to all students via e-mail for information.

- 4 Academic Administrative responsibilities:

The following academics are now overseeing the following areas:

Chair of Faculty Board: Angela Breitenbach
Undergraduate Co-ordinator: Sophie Dandelet
Chair of Examiners (Tripos): Neil Dewar
MPhil Course Director: Sarah Fine
Subject Convenor (Undergraduate Admissions): Spencer Johnston
Director of Postgraduate Admissions: Julia Borcharding
Director of Postgraduate Studies: Richard Holton

- 5 Staff news

The Faculty welcomed the appointment of Owen Griffiths as Assistant Professor.

- 6 * Student Representatives

Following nominations and co-option, the following two students have been appointed as Student Representatives:

Cara Addleman (MPhil) – Darwin College
Andrew Ma (PhD) – Darwin College

- 7 * For 2024-25, there will be a new timeline for student representation. The new timeline is as follows:

- Confirmed roles requested to be returned by Friday 12 July 2024

- Nominations open 30 September 2024
- Nominations close 10 October 2024
- Voting opens 14–20 October 2024
- Results are published 21 October 2024
- CSU training dates w/c 28 October 2024

A proposal was made to ask Faculty Board to expand representation to include separate MPhil and PhD candidates and Possibly three Tripos representatives. (One for each year).

A suggestion that SSC representatives also be nominated was also discussed.

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Library Updates

a. Staff changes

Laura Pickard left the Philosophy Library over the Easter vacation to spend more time with her family. Recruitment to a new part-time Senior Library Assistant post is underway although it is unlikely our new colleague will be in post before the summer vacation begins. Please do continue to contact the library with your questions, book recommendations, feedback, etc., but please bear with them if it takes them slightly longer than usual to respond this term.

b. Philosotea

All Philosophy students, staff and visitors were warmly invited to join us for this term's final servings of Philosotea on Thursdays between 2:30pm and 3:30pm in the Faculty Common Room (The Old Library). Take a break and get to know each other over free cups of tea, biscuits, and healthy treats on the Library team.

c. Giving us your feedback

A reminder that we're here to help and welcome your feedback and suggestions for ways we might be able to further improve the usability, accessibility and inclusivity of your library spaces, services and collections. You can [contact us](#) at any time, or let us know your thoughts via our feedback walls in the library or [online](#), or via your student reps. We look forward to hearing from you.

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Reading Lists

Faculty Caucus meetings are being held in May to review reading lists for the next academic year. We welcome your suggestions for further readings that will improve and diversify our reading lists, to reflect the best recent research, and important work by members of under-represented groups. Please email your suggestions to philosophy@lib.cam.ac.uk including the relevant part and paper number.

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Philosophy Tripos Examinations/Marking Criteria in 2024

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

The Guidelines for Examiners and Assessors (including Marking Criteria) Tripos Examinations 2024 can be found here:
<https://www.phil.cam.ac.uk/curr-students/ugrads-exam-folder>

An in-person Revision and Exam Technique session for all undergraduates was held by the Chair of Examiners during Lent Term.

- 11 * Exam resit and deferral process (Tripos only)
A survey of students is being carried out regarding a possible new exam resit policy. This will be included with a Faculty response to be submitted after the Faculty Board on 20th May.
- 12 * Change in exam process
From the start of the 2024-25 academic year, the Faculty of Classics papers will be permitting the submission of essays in place of exams. This policy is currently going through the process of being updated.
- 13 * Exam feedback requests
Administration to update.
- 14 Well Being Service Updates for Students during Exams

A Guide to 'Getting Through Exams' can be found [here](#).

This has guidance and information on any concerns you may have about your exams and tips on how to de-stress before the test. It is important to remember to take breaks and practise self-care alongside your studies to support your physical and mental wellbeing. Additionally, sources of information on managing stress can also be found on the Student Support pages [here](#) and on the [Student Minds](#) website.

The Philosophy Library also has a [wellbeing collection](#), located at the back of the reading room, offering books on a range of topics including mindfulness, managing stress, overcoming perfectionism and much more. This [online reading list](#) also provides access to a collection of well-being ebooks.

In addition, there are two workshops on Exam Preparation being run by the Student counselling service to help you prepare for Exams. You can sign up to these and other workshops and groups [via the UCS website](#).
- 15 Guide to Courses 2024-25

The Guide to Courses for 2024-25 is currently being updated and will be put forward for approval at Faculty Board on 20th May 2024. Borrowed papers are being updated, including the option for Part IB to take Jurisprudence.
- 16 * Student Paper Choices 2024-25

Students will be asked for their paper choices for 2024-25 via an online form by the end of May with a deadline date in early July. The deadline date for borrowed papers will be final.

- 17 Upcoming MPhil Deadlines
Submission of dissertation – 9am, Wednesday 12 June 2024
- 18 Moodle Rollover

Moodle rollover will take place from Monday 8th July Friday to 26th July during which time students will not have access. All students who are enrolled on a paper on Moodle on the cut-off date of Friday 5th July will be able to access 2023-24 information in the Moodle archive after rollover is complete. If a student is not enrolled on the paper by Friday 5th July, they will not have access to the archive. Once the rollover is complete, students can self-enrol on papers for the academic year 2024-25.
- 19 * Education Monitoring Review (EMR)
The EMR will be taking place until July 2024. Student involvement to be discussed and included.
- 20 Cambridge Open Days for Prospective Undergraduates

The 2024 Cambridge Open Days for prospective undergraduate students will be hybrid with both virtual and in-person elements. The live Open Days will be held on Thursday 4th July and Friday 5th July 2024.
- 21 Any other business

Logic Groups – some studnets were receiving more support and extra supervisions. There seemed to be inconsistency in Faculty policy. It was agreed that it would be fed back to the Paper Coordinator that DoS would be encouraged to reach out to organise revision sessions with their supervisors.

MPhil Seminar – Requests were made to formalise the MPHIL Seminar timetable to include the student organized sessions in Easter Term. It was agreed to take this to Faculty Board.
- 22 Date of next meeting

The next SSC meeting will be in Michaelmas Term 2024-25. Date to be confirmed.