

## STAFF-STUDENT COMMITTEE

### **Minutes**

A meeting of the Philosophy Staff and Student Committee was held on Tuesday 26th April 2016 at 1.05 p.m. in the Philosophy Faculty Board Room

**Present:** Clare Dickinson (Principal Secretary), Heather Sanderson (Administrator), Jenni Lecky-Thompson (Librarian), Charlie Evans (Secretarial Assistant), Dr Arif Ahmed (Undergraduate Co-ordinator), Shyane Siriwardena, Joao Pedro Borges Santos, Tara Khalid, Anni Raty (Chair), Francis Smallwood, Samuel Hughes, Clelia Furlan.

- 1 Starring of items was invited.
- 2 Apologies were received from Prof Tim Crane.
- 3 The minutes of the meeting held on 2<sup>nd</sup> February 2016 were approved. These minutes were previously circulated to all students via e-mail for information.
- 4 New appointments  
The following new appointments/prizes were reported:  
  
Dr Katharine Jenkins has been appointed to an Associate Professorship at the University of Nottingham from 1st September 2016.  
  
Dr Sophia Connell has been awarded a 2016 Pilkington Prize in recognition of excellence in teaching at the University
- 5 Tripos Examinations  
It was noted that all undergraduates had 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 104-105 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. Students were also reminded 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 are available on the website. Following on from the SSC meeting of 2<sup>nd</sup> Feb 2016, it was noted that there were now 4 more sample answers available:  
  
<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 is **Friday 29<sup>th</sup> April at 12 noon**. It was noted that if students miss this deadline without prior approval from the Chair of Examiners, the paper would be failed as the final deadline for amending exam entries would have already passed.

- 7 National Student Survey 2016  
It was noted that the deadline for completing The National Student Survey is Thursday 30<sup>th</sup> April. It was reported that all part II students have 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, and it was noted that the University is offering **one double Trinity May Ball ticket, one Ipad Mini, and three £50 cash prizes**. It was noted that the prize draw results will be announced after the survey closes on 30th April 2016.
- 8 Postgrad Survey  
It was noted that the Postgraduate Taught Experience Survey (PTES) 2016 is now open to students for feedback about their experience on the University's postgraduate programmes. It was further noted that students will have been sent a link to this survey, and are encouraged to complete it. The deadline is Thursday 16th June.
- 9 Reading Lists  
It was noted that combined Course Outlines/Reading lists would be updated over the summer and would also be posted on the Faculty website.
- 10 Library Annual Report 2014-2015  
(circ.) The above report was noted.
- 11 Library exam period extended opening hours  
It was noted that the library would be operating extended opening hours from Tuesday 19 April until Thursday 26 May. It will be open 9am to 7pm Monday to Thursday, 9am to 6pm on Friday, and 10am to 5pm on Saturday.
- 12 Proposed syllabus changes for Tripos 2016-2017:  
Details of the proposed changes to the reading list for Part II, Paper 5 were circulated at the meeting. It was noted that these proposals were circulated for completeness following the SSC meeting of February 2<sup>nd</sup>. The students present were happy with the proposed changes.
- 13 General Board Learning & Teaching Review – Philosophy  
It was noted that the Faculty is grateful to the students who participated in the General Board Learning and Teaching Review. It was noted that the report was expected to be sent to the Faculty for factual checking sometime in May 2016, before it would then be submitted to the Faculty Board for a formal response.
- 14 Titles for Parts IB and II extended essays  
It was reported that following on from the discussions at the last Staff Student Committee meeting on the possibility of introducing a list of pre-approved titles for Extended essays, which students would be able to choose from, Faculty Board decided at its meeting on 29<sup>th</sup> February 2016, that lists of questions would be created in the Easter Term's caucus meetings, and presented at the Faculty Board meeting on 27<sup>th</sup> June 2016. Anni Raty asked whether students would be given the chance to give feedback on these proposed titles, or if a decision would be made at Faculty Board without student consultation. Anni said that she'd understood at the SSC meeting on February 2<sup>nd</sup> that the idea was to allow students the chance to give feedback. Dr Arif Ahmed agreed that it was important to get feedback from students before the end of Easter Term, and suggested that although the SSC didn't have the power to make this decision, the Caucuses could be asked to consider circulating the proposed list of titles after deciding on them, but before Faculty Board meets, with a deadline for

students to return any comments. Anni felt that this was a good suggestion, as long as there was a suitable time frame for students to give their feedback.

15 Faculty Newsletter

It was noted that the 13<sup>th</sup> issue of the Faculty Newsletter is due to be ready in mid May.

16 Lecture Questionnaires evaluation sheets

It was noted that evaluation sheets for completed lecture questionnaires for Lent Term 2016 would shortly be available for consultation from the Library issue desk.

It was further noted that if students had any further suggestions on how the questionnaires used to collect feedback on Lectures, Discussion Groups and Logic Classes could be improved, this would be very welcome.

17 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 16<sup>th</sup> May.

18 Session on taking Experimental Psychology

It was reported that some current IB students had agreed to run a session on April 20<sup>th</sup> for any IA students considering taking Experimental Psychology, to give them an insight into how the course was run. 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.

19 Arts & Social Sciences Open Days

It was noted that the dates of the Cambridge Open Days for prospective undergraduate students are Thursday 30 June and Friday 1 July 2016. It was further noted 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 and a tour of the Faculty. Dr Arif Ahmed explained that manning the information stand was very helpful for prospective students who were visiting the University, and he encouraged students to volunteer to do this, and he said it is usually an enjoyable experience. It was also explained that the Faculty provides Amazon vouchers to students who are able to help at the Open Day. It was noted that if any students were interested in volunteering to help on the stand for one or more two hour slots, or leading a tour, they should contact the undergraduate co-ordinator, Dr Arif Ahmed – [ama24@cam.ac.uk](mailto:ama24@cam.ac.uk). Anni Raty and Tara Khalid also suggested that they would post information about the Open Days on year group facebook pages.

20 Dates of Faculty Board/Degree Committee meetings for 2016-2017

The following dates for Faculty Board and Degree Committee meetings for the academic year 2015–2016 were noted:

Michaelmas Term 2016-17

Monday 17<sup>th</sup> October  
Monday 21<sup>st</sup> November

Lent Term 2017

Monday 30<sup>th</sup> January  
Monday 6<sup>th</sup> March

Easter Term 2017

Monday 22<sup>nd</sup> May

Long Vacation

3<sup>rd</sup> July 2017

21 Dates of Final Examination Meetings

The following dates were noted:

Part IA – Tuesday 7<sup>th</sup> June 2016

Part II – Tuesday 14th June 2016  
Part IB – Thursday 16<sup>th</sup> June 2016

It was noted that breakdown of marks would be sent to Directors of Studies and Tutorial Offices shortly after the final examiners meeting. 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 noted that the Faculty Office is unable to disclose marks to individual students.

22 NUS Green Impact – Bronze Award

All those who took part in the competition to suggest ways to make Philosophy a greener place were thanked, and it was noted that prizes went to Heather Sanderson and Jens van'T Klooster. Heather Sanderson then explained that the Philosophy Green Team had been working towards the Green Impact Bronze Award, and as part of this, now have a noticeboard in the corridor outside the Faculty Office. Students were asked to check this regularly for any green updates. It was noted that the team are currently running a competition for anyone who travels to the Faculty by bike to win a bike seat cover – please see the noticeboard for more information. It was also noted 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).

23 Any other business

Turnitin Policy

Heather Sanderson explained that the University had recently updated its policy on Turnitin (a plagiarism checking tool). Whereas previously the Faculty was required to ask all students to sign a form consenting to their work being submitted to Turnitin, the University's new policy is that it would be sufficient for the Faculty to mention in the undergraduate handbook, and on the Faculty website, that any submitted work may be checked via Turnitin. Consent forms will no longer be used.

The meeting ended at 13.22.