

COMMITTEE OF MANAGEMENT FOR THE NATURAL SCIENCES TRIPOS

Unconfirmed minutes of a meeting of the Committee of Management for the Natural Sciences Tripos held at **2pm on Tuesday 9th May 2006** in the Seminar B Room, 17 Mill Lane.

Present:, Professor TW Clyne, Dr S Holden, Dr K Johnstone (Chair), Mrs S Stobbs, Dr N Woodcock, Professor D Ward, Tom Whyntie, Dr B Nolan, and Mrs K Allen (Secretary).

Apologies: Dr I Wilson, Mr A Jefferies, Dr J Little, Dr J Keeler, Dr K. Plaisted, Dr N Holmes, Professor G Worster, and Amish Lakhani.

312. MINUTES

The minutes of the meeting held on 7 March 2006 were approved.

313. MEMBERSHIP OF THE COMMITTEE AND TERMS OF REFERENCE

The Faculty Board of Physics and Chemistry have nominated **Dr W.P. Nolan** for appointment by the Strategic Committee as a co-opted member of the Committee of Management for Easter Term 2006 and Easter Term 2007 inclusive.

314. MATTERS ARISING

i. Payment of Supervisors of Part III projects (minute 284)

The Committee noted the Senior Tutors request for further information; this was presented in paper (**CM.358**). The Committee agreed that there needs to be a mechanism in place for payment of Supervisors at part III by Colleges, this would be in return for the submission of a student progress report.

The Secretary will submit the paper to the Senior Tutors Committee for their response.

ii. Late submission of work (minute 298, 305ii)

The Secretary for the Board of Examiners has suggested the Committee may amend the NST regulations, to give the authority to Examiners to impose sanctions for the late submission of work. This would only be allowed for minor pieces of work amounting to no more than 10% of the final mark. The Committee discussed the time it takes to seek approvals for extensions to larger pieces of works; e.g. projects and dissertation; via the Applications Committee. The Committee recommended this authority should be delegated to the Chair of Examiners.

The Secretary will draft a proposed amendment, with the Draftsman, to the NST regulation 11, to allow Examiners to evoke penalties for the late submission of minor work; and prepare a proposal for the Education Committee to review the current process for granting extensions to larger pieces of work.

iii. Irregular combinations of Papers in Part IB (minute 286; 295ii, 305iii).

The Committee noted that the Education Committee has stated that the Regulations of the NST must stand. The only exceptions will be for genuine mistakes, and these will need to be fully documented to support any claim made by the College on behalf of their students.

This needs to be noted by all Directors of Studies.

iv. Diversity of Examinations at Part IB (minute 267; 278; 295vi, 305iv)

The draft response to the Education Committee was circulated, as paper **(CM.360)**. The Committee found the paper to be a good summary of the status quo and displayed some interesting comparisons. The Committee felt it was a useful piece of data and should be updated annually for reference.

The Secretary will submit paper 360 to the Education Committee, and circulate it to all Part IB departmental contacts asking them to review their own examination practices, and to consider their appropriateness.

315. OFFER HOLDERS FOR 2006 ENTRY (DISABILITY RESOURCE CENTRE)

The Secretary circulated a letter **(CM. 361)** from the University's Disability Officer (UDO) detailing the numbers of students registered for the NST.

Mrs S Stobbs will contact the UDO asking for a more detailed breakdown of which subjects the students are registered for, so that the relevant department's can start their preparations.

316. REPORTED AND STRAIGHTFORWARD BUSINESS

The Committee received a paper of reported business **(CM.356)**. It included:

- Undergraduate admissions numbers **(CM.357)**.

Regarding the Undergraduate admissions numbers the Committee raised no concerns over the predicted intake for 2007/08, and felt they were very similar to this year's numbers.

317. ANY OTHER BUSINESS

A letter was tabled from the Faculty of Biology, regarding two minor changes to the NST Part II Biological & Biomedical Sciences.

- The deadline for the submission of dissertation titles is to be brought forward to the Division of the Michaelmas Term, rather than the last day of the Michaelmas Term.
- A summary of the dissertation of not more than 500 words (counted as part of the total word count), to be submitted in both written and electronic form (for verification against plagiarism software).

The Secretary will draft the amendments necessary for the regulations.

318. DATE OF NEXT MEETING

The next meeting shall take place at **2:00 pm** on **Tuesday 13 June 2006** in Seminar B Room at 17 Mill Lane.