

COMMITTEE OF MANAGEMENT FOR THE NATURAL SCIENCES TRIPOS

Unconfirmed minutes of a meeting of the Committee of Management for the Natural Sciences Tripos at **2:15 pm on Tuesday 8 May 2007** in the **Old Schools Council Room**.

Present: Dr N Holmes (Chairman), Dr R Barnes, Dr P Barrie, Dr D Buscher, Professor M Carpenter, Professor B Clyne, Dr P Dupree, Dr S Holden, Dr K Johnstone, Dr B Nolan, Dr R Padman, Professor MG Worster, Miss E Bailey and Mrs K Allen (Secretary).

Apologies: Dr J Keeler (sabbatical leave), Dr J Little, Mrs S Stobbs, Dr N Woodcock, Miss A Turnbull
Absent: Dr S Schaffer.

365. MINUTES

The minutes of the meeting held on 6 March 2007 were approved.

366. MEMBERSHIP OF THE COMMITTEE AND TERMS OF REFERENCE

The Committee noted that in the absence of Dr Nigel Woodcock, Professor Michael Carpenter would be attending on behalf of the Department of Earth Sciences as their co-opted member.

367. MATTERS ARISING

i. Late submission of work (minute 298; 305ii)

The Committee received a digest of responses from the departments taken in Michaelmas Term and secondly in Lent Term. Chart (CM.410) detailed their varied responses. The Committee was reminded of the need to agree a proposal for the Tripos to be ratified by the GB Education Committee before the end of the Easter Term. The Chairman table a paper (CM.410A) detailing two options. After much discussion, and mindful of the need to have a transparent policy for all students across the Tripos; the Committee agreed that Option A was the fairest:-

For small pieces of work/continually assessed coursework, amounting to no more than 10% of the final examination mark for the subject (i.e. records of practical work, fieldwork and further works) if the late submission is not supported by a letter from the students Tutor/Director of Studies, zero marks would be awarded. The material should be marked as normal where a sufficient reason is produced and supported by the student's Tutor/Director of Studies; Course organisers will be the arbiter of such claims.

For pieces of work for which the submission date is specified in Examination Regulations (Ordinances), the Council is the only body empowered to give leave for extension; in such cases the approved route is via the Applications Committee.

It is the view of the Committee of Management that this route was an appropriate one for requests for deferment of all coursework which contributes >10% of the final Tripos mark at Part II or Part III level.

The Secretary will bring this to the attention of the General Board's Education Committee and then notify all Departmental Teaching Committee's.

ii. New Part III Systems Biology (minute 352)

The Committee noted the minute from the *Faculty Board of Biology: Biological Sciences Committee* detailing the Systems Biology implementation plans (CM.411). The proposals are in the initial stages and a full feasibility report is due in October 2008.

368. INSTITUTE OF ASTROPHYSICS; COURSE SHARING OPTION

The Secretary had received a letter (CM. 412) from the Institute of Astrophysics. For the academic year 2007/08, with the agreement of the Physics Department, and the Department of Earth Sciences they plan to allow students taking NST Part II/III Astrophysics to take additional papers. At Part II, paper 2 Advanced Quantum Physics, will be made available; and at Part III – Physics of the Earth as a Planet will be an optional paper. From 2008/9 at Part III, Particle Physics may be taken by students who have previously taken Advance Quantum Physics.

The Committee noted these bilateral proposals and were happy to approve the options.

369. DEPARTMENT OF PHYSICS CHANGES TO TIMETABLING FOR PART IB (minute 362)

The Committee noted the letter (CM.413) from the Department of Physics which proposes moving Part IB Physics B (Advanced Physics) from group E to group A in the timetabling schedule. (CM.414). This will timetable Physics B against Ecology and Geological Sciences B; lectures run on Mondays, Wednesdays, and Fridays at 9am. The Department has consulted with the students on this move and they are happy with the proposals.

The Committee agreed with the proposed timetable changes to Part Physics B. The Secretary will draft the regulation changes.

370. PART III COURSE SHARING PROPOSALS (minute 363)

At its last meeting the Committee had received the back ground paper (CM.408) previously circulated, which was accepted by the General Board Education Committee in July 2006. The Committee had requested to see more detailed plans of the courses proposed, naming courses and stating when they would be available. Further details were tabled. (CM.415). The Chairman indicated that the paperwork was still not fully detailed, but that due to time constraints, felt there was sufficient information for the Committee to approve the Environmental Aspect of the proposals, (3 courses). The Astrophysics/Physics options were detailed in a letter and are still being prepared; the Systems Biology proposals were considered to be of a bilateral agreement, there is no available option from the Biological subjects at Part III. An email was received from Dr P Rubery (CM.416) detailing the Department of Biochemistry's response.

The Committee agreed to accept the 3 Environmental subjects (Climate change; Atmospheric Chemistry & Global Change; Renewable Energy) as options to be offered as shared courses at Part III. Due to the similarities between Climate change and Atmospheric Chemistry, the Committee recommend these are timetabled against each other.

The Committee requested the following details for its next meeting: the name of the course organiser; the assessment details for students taking these options; the timetable for the lectures. The Committee recommend that the administration point for the preparation of the single exam paper be with the Senior Examiner; who will compile the questions and co-ordinate the final paper in the Department of Earth Sciences.

The Secretary will liaise with the Draftsman to amend the regulations for Part III; and the Board of Examinations to timetable the examination paper; and write to all Departments.

371. DATES OF MEETINGS 2007-8

The following meeting dates were noted (all meetings on Tuesdays at **2:15 pm**):

<i>Michaelmas</i>	<i>Lent</i>	<i>Easter</i>
16 October 2007	5 February 2008*	6 May 2008
27 November 2007*	4 March 2008	10 June 2008

To be held in Seminar B Room, 17 Mill Lane

*To be held in the Meeting Room in the Old Schools

372. ITEMS OF RESERVED BUSINESS

- Payments to Chairmen of Examiners

373. DATE OF NEXT MEETING

The next meeting shall take place at **2:15 pm** on **Tuesday 12 June 2007** in the **Seminar B Room at 17 Mill Lane**.