

JCCU Meeting Friday 11<sup>th</sup> May 2007, 2.15 pm Higman room, Maths  
Institute

**Present:** Dr Audrey Curnock (Mathematics Teaching Committee, Maths and Philosophy Joint Committee rep), Dr J Ouakine (Senior member representing Computing), Dr Matthias Winkel (Senior member representing Statistics), Shelley Harper (MPLS), Dr Richard Earl (Schools Liaison Officer), Maria Molokova (LMH, MURC Secretary), James Holwell (Exeter), Graham O'Connor (Trinity, Questionnaire Rep) Yan-Chee Yu (Deputy Academic Administrator), Anne-Marie Imafidon (Keble, Maths and Computer Science Rep), Helen Beggs (Merton)

**Apologies from:** Rosalind Freeman (Hertford, MURC president), Linus Mattauch (St Hugh's, Maths and Philosophy Rep)

**Minutes (Unconfirmed)**

**1. Meeting held on 2 February 2007:**

- i) Minutes from the last meeting were held as a true representation of the meeting.
- ii) Matters arising:
  - There is a new website (<http://www.maths.ox.ac.uk/current-students/undergraduates/jccu/>) which is to contain minutes of previous JCCU meetings, as well as information on action that was taken.
  - There will be more consultation regarding changing english language admissions criteria.
  - The Algebra course for the first 4 terms has now been drafted. For the Part A course, there will be roughly 6/7 lectures on Rings and Arithmetic and roughly 16/17 on Linear Algebra.

**2. MURC business**

- i) Minutes from previous MURC meeting were looked at.
- ii) Examinations, Calculators, Locations: Timetables have now been published. For papers where calculators are allowed, the proctors have been informed which models are appropriate, and candidates will have their calculator checked in the exam to verify this. There has been a change in the timetabling of the 1<sup>st</sup> year exams: they are now one exam each day.
- iii) Consultation periods: query raised regarding possibility of having published consultation session timetables, detailing when particular papers would be discussed, as well as sessions where students could ask general questions. Lecturers this year were requested to have one session going over past papers. How we can improve this for next year is to be looked into.
- iv) There will be a session on Friday 18<sup>th</sup> May at 4pm in the Language Centre regarding taking French classes for Mathematics and Mathematics and Statistics students for Part B and C.
- v) Part B scheduling of fourth class when it falls in the following term: It was requested if reminders in week 0 could be sent out regarding this.

### 3. Reports from the meetings of the Teaching Committees/Academic Committees:

- i) Mathematics: There will be a minor change regarding the handing in of Mathematics exam questions for parts B and C. As before, candidates are to start each question in a separate booklet, but now it is required they hand in one bundle of scripts. For example, if a candidate is sitting two half units, the candidate would treasury tag the booklets containing their answers together (keeping them in order) and hand this in as one bundle.  
Report on classification. Proposals are as follows: As of 2009, half unit papers in parts B and C are to be changed to 1.5 hours (from 1 hour 45 mins). The final aggregate mark (of Parts B and C) is not going to be rounded anymore and will be given to 3dp. The weak paper rule (a candidate can have no more than 2 weak papers to obtain a certain classification) is to be abandoned. This is going to be replaced by a strong paper rule, where a candidate must have at least 3 strong papers, as well as the necessary aggregate mark, to obtain a certain classification. This will mostly affect borderline candidates (to be promoted to the next classification a borderline candidate would need at least 3 strong papers). These details are to appear on the new JCCU website soon, once Teaching Committee have finalised the details (in week 7).
- ii) Computer Science: Nothing to report. It was however requested if a notice could be sent out at the start of the course regarding handing in of coursework, for Part B courses offered by the ComLab to students of the Mathematics department (e.g. OCS1). This is because some mathematics students taking these courses felt they did not receive the necessary information.
- iii) Statistics: As of next year, a course on Simulation is to be introduced in Part A to replace Combinatorial Optimisation. There was a query regarding double classification. Clarification of a notice from Statistics was being worked on by Dr Winkel.
- iv) Mathematics and Philosophy: A new revised classification for Part C has been drafted.
- v) Exit Points of BA/MMath: Ideally a student should decide before exam entry forms are completed as a fee is payable to change exam entry (£30 if it does not affect the conduct of the exam, e.g. a reschedule of papers, £60 if it does, and the chairman is willing to allow the change). However, it was confirmed that students taking Part C can leave the course and take their Part B grade at any time *up to a week* before taking their first Part C exam. They must however allow sufficient time to fill out a revised exam entry form, which must be signed by a senior tutor, and for this to be approved.
- vi) Problem sheets. The query of whether it is possible to have problem sheets graduating in level of difficulty will be looked into.
- vii) B10b. It will be looked into whether this course can be moved into Michaelmas Term, as some students have requested.

**4. Undergraduate courses development**

- i) Mathematics Part B and Part C 2007-8. The department is aiming to have draft Synopses for Mathematics courses published *on the web only* by week 5. Students will be asked to register for classes and lectures by Monday week 9 (Part B) and Wednesday week 9 (Part C).
- ii) Mathematics Part C options: There will be an afternoon tea on Friday week 8 for students to obtain more information on this.
- iii) Mathematics' collaboration with Physics: Courses C7.1b and C7.2b will now be offered as two half units to avoid examination clashes.

**5. French classes**

In 2007-08 these will be open to both third- and fourth-year students taking Mathematics or Mathematics and Statistics.

**6. Questionnaires:**

- i) There were no real issues to report back on. It was mentioned however that a high proportion of Part A students commented that the sheets were too hard.

**7. Admissions matters**

- i) Open Day: This was held on Saturday 28<sup>th</sup> April and went very well. There will be three more Open Days on Wednesday 27<sup>th</sup> June, Thursday 28<sup>th</sup> June and Friday 14<sup>th</sup> September
- ii) Admissions Tests will be taken in schools and colleges as of this year on October 31<sup>st</sup>. Mature students can write to the department who will inform them of a centre local to them.

**8. Induction of First Year Students, MT 2007**

Participation of MURC and Invariants Society. Dr Curnock asked for volunteers to help with this. (Friday of week 0)

**9. Divisional matters**

- i) There is going to be a forum consisting of an informal group to give feedback across all colleges for the Division. This is being organised by Prof Time Softley.
- ii) Feedback on JCC meetings in MPLS division: Nothing to report this term. Thanks to Shelley Harper for attending.

**10. Other matters**

A student presence has been requested at the working group dealing with the building of the new RI site and library. Full details have not been published as yet, but interested parties should contact Yan. This is likely to be in MT now.