

Mathematics Undergraduate Representative Committee

Friday, 7th May 2010

Unconfirmed Minutes of Meeting

Present: Henry Bradford (*St John's, President (Chair)*), Stephen O'Keeffe (*Hertford, Secretary, Fourth Year Rep.*), Alex Harrison (*Keble, Treasurer*), Rosie Cretney (*Queen's, Open Day Co-ordinator*), Petra Staynova (*Pembroke, Maths & Philosophy Rep.*), Shu Zhou (*Mansfield, Maths & Statistics Rep.*), Josephine French (*Keble*), Bryn Horsfield-Schönhut (*St Hugh's*).

Apologies: Ben Hoskin (*Lady Margaret Hall, Secretary-Elect, First Year Rep.*), Samiha Ismail (*Keble, I.T. Officer*), Karyn Cooke (*Keble, Publicity Officer*), Kirsti Biggs (*Magdalen*).

1. Meeting held on 4th March 2010

(a) Minutes. These were accepted.

(b) Matters Arising.

- It was agreed that there would not be another meeting held this term, due to upcoming Moderations and Finals. It was noted this would therefore be Stephen's final meeting and Henry thanked him on behalf of MURC for his hard work and commitment over the past 5 terms.
- Petra reported she had received a query from a student regarding marking criteria and a request for the Mathematical Institute to provide example questions and answers to past exam questions. Henry agreed to raise this at JCCU. Alex commented that papers set by the Computing Laboratory include the number of marks available for each sub-question, whereas this is not the case for papers set by the Maths Institute and Rosie replied that this has led to discrepancies in the past.

2. Vacant Committee Positions.

(a) Maths and Computer Science Rep. There were no candidates and the position remains vacant.

3. Constitutional Amendments. Prior to the meeting, Ben proposed the following changes to the MURC Constitution:

- Insert Paragraph 22: "The Chair at full MURC meetings shall be taken by the President, unless either
 - i. The President is not present;
 - ii. The President wishes to stand for election, or propose or second a motion; in which case the President must yield the Chair to the Secretary. Under no other circumstances may the President vacate the Chair, and as soon as it becomes the case that neither (i) nor (ii) is in effect, the Secretary must yield the Chair to the President."
- Insert Paragraph 23: "For no Committee post may both the President and Secretary run, and for no motion may both the President and the Secretary propose or second."
- Amend Paragraph 7 to read: "The Committee may remove a person from membership for good cause. The person concerned may appeal against such removal to the President. In the event that the President is removed from membership, the Secretary will take over their role until a new President is elected, or an appeal against removal is upheld. No member of the Committee may be removed from membership without first being removed from office, in accordance with Paragraph [50]."

Proposed: Ben Hoskin
Seconded: Rosie Cretney

There was some discussion regarding these amendments. Stephen queried who would become Vice-Chairperson in the event the President is absent, and what would happen in the event the President and Secretary wish to run for the same position. The amendment to Paragraph 7 passed unanimously and it was agreed to defer the other amendments to the next meeting due to Ben's absence.

4.Option Guidelines for Maths & Philosophy Students. Petra raised a number of issues concerning Maths & Philosophy students:

- It was reported that the course handbook seems to suggest that the number of options students are required to study at Part A is less than the actual minimum required.
- It was noted a number of colleges have tutors who are not very familiar with the structure of the Maths & Philosophy course and it may be of benefit to students if tutors knew more about the overall structure of the joint honours degree so as to be able to provide advice with regard to options and examinations.
- A number of Maths & Philosophy students have indicated an interest in being able to attend probability lectures as optional courses in the first and second year.

It was agreed that all of these issues would be raised at the next JCCU meeting.

5.Teaching Awards 2010. Henry reported he had received two nominations from students and Stephen reported he had received one nomination. It was agreed that the names of the nominees would be omitted from the minutes of the meeting. The nominations will be passed on to the faculty.

6.Freshers' Guide 2010 and End-of Year Questionnaire. Stephen reported that the Freshers' Guide produced last year for incoming undergraduates would require some minor updates and checking by the Maths Institute for 2010, and it was agreed to circulate a draft end-of-year questionnaire for discussion at the next JCCU meeting.

7.AOB

- Henry circulated a specimen leaflet on exam preparation and it was suggested MURC could produce its own revision advice leaflet for Mathematics students. It was agreed that MURC would be willing to do so, should this be requested by the Mathematical Institute.

SO'K 07/05/10