MINUTES

Present: David Kay (chair), Daniel Kroening, Julie Sheppard, Shoshannah Holdom, Ralph Abboud, Nitin Agrawal, Vojta Havlicek, Max Hofer, Ahmet Kucuk, Ulrik Lyngs, Rhiannon Michelmore, Romy Minko, Arianna Schuler Scott, David Tena Cucala, Yuan Zhou

Apologies: Sarah Retz-Jones, Prince Abudu, Freddie Barr-Smith, Temitope Ajileye, Katriel Cohn-Gordon, Martin Dehnel-Wild, Alina Petrova, Jaclyn Smith, Matt Smith, Andrea Patane

The Committee introduced themselves and explained their role or student status within the department.

1. Minutes of Meeting held on 1st November 2017
The minutes were accepted with a correction to Any Other Business. The course that was not being offered was Deep Learning for Natural Language Processing and not Machine Learning which had taken place.

Matters Arising
Integrated Theses – This is unlikely to happen soon. Some departments in MPLS had taken this up but at this stage Computer Science were not part of this.

3. Matters Raised by Graduate Representatives/CoGS Report
Ulrik Lyngs reported that at the MPLS meeting there had been discussion about the possibility of students having dual supervisors. After much discussion on the advantages and disadvantages of more than one supervisor, it was felt that this should not be a formal requirement but students are able to bring others into their supervisory team if they needed to and this often happened where more inter-disciplinary work was taking place.

The question of £2000 conference travel being available for the duration of studies was raised. This information had not been found in the Graduate Handbook but it was confirmed that it was there on pages 55-56.

Vojta Havlicek asked about the policy on external supervisors from other universities. It was confirmed that this is allowed but a case has to be made and the Oxford supervisor remains the main supervisor.

David Kay reminded the students that he had office hours on a Tuesday and Thursday from 10.00-11.00 when anyone could come and see him if they had any questions.
4. **Owning your DPhil/Transfer Workshop 2018**
A date has been fixed for 22nd February from 2.00-4.00 in Lecture Theatre B and the Atrium. Several academics had agreed to participate in the research question session. A few more students were needed and Vojta Havlicek volunteered to represent the Quantum group.

**ACTION: ULRIK LYNGS & DAVID KAY**

5. **Director of Graduate Studies Report**
David Kay reported an issue with training skills courses where people sign up online but then don’t turn up. Students were asked only to sign up if they really were intending to attend. He suggested that it might be possible to replace one of the pieces of assessed work for transfer with training courses. This would need to be discussed further but the students thought it a good idea.

**ACTION: DAVID KAY**

David Kay reported that our completion rates were starting to rise which was good news.

There would be strike action over the next few weeks which will cause some disruption but students will not be penalised as a result of any action that affects their studies.

There was a further extended discussion on integrated theses and how they might be viewed by examiners.

**Oxford Computer Science Conference 2018**
The date had been changed to 1st June and a dinner had been arranged at Kellogg Colle. Sponsorship had been secured from Google DeepMind to the value of £1500. There was to be a keynote panel rather than just one keynote speaker. A call for papers would go out by the end of term and there would be prizes for the best presentation and best poster.

**ACTION: ULRIK LYNGS & CONFERENCE COMMITTEE**

**Any Other Business**
Arianna Schuler-Scott raised the question of being able to go on lots of training sessions about research engagement but then there is no information on how to get the research “out there”. It was suggested she talk to Suzanna Marsh and the media team.

**ACTION: ARIANNA SCHULER-SCOTT**

There were no Equality and Diversity issues to be reported to the Equality and Diversity Committee.