



Date Wednesday 9 February 2022

Time 2.00-4.00pm

In Dr Sandra Fulton (Chair, Director of Education for NST and PBS), Dr Kate Plaisted-Grant (Faculty Board of
attendan Biology rep, Psychology Director of Teaching, PBS Chair of Exams), Dr Guy Jacobs (Faculty Board of
ce HSPS reps), Dr Hannah Clarke (NST Management Committee rep), Dr Lee de-Wit (PBS Director), Prof
Claire Hughes (PBS Subject Convenor), Dr Emma Weisblatt (Chair of PBS DOS Committee).

Co-opted members: Dr Simone Schnall (PBS Deputy Chair of Exams)

Student representatives: Ms Ruth Parsons (IA), Ms Kitty Beck (IB)

By invitation: Dr Sam Lucy (Director of Admissions for the Colleges at the University of Cambridge), Mr
Richard Sellens (Secretary, Teaching Coordinator), Mrs Lorraine Coulson (Minute Taker)

At Online

PBS Tripos Management Committee Meeting – Lent Term 2022

UNRESERVED BUSINESS

1. **Apologies**
Apologies have been received from Dr Marta Halina (HPS rep).
2. **Members are asked to declare any conflicts of interest in relation to the agenda.**
None were declared.
3. **Change of membership and welcome to new members**
 - a. Dr Hannah Clarke joined as the NST Management Committee representative.
 - b. The Faculty of Biology Psychology student representative role is currently vacant.
4. **Approval of minutes of the meeting held on 3 November 2021 (PBSMC22.1a/b)**
The minutes were approved as an accurate record of the meeting.
5. **Matters arising from the previous minutes (unreserved – PBSMC22.1b)**
 - a. **Proposal for new PBST structure (Item 4a):** This request has been submitted to ASEC as a major modification to the course. Formal feedback had not yet been received. KPG did not think there would be any need for the MC to revisit the document, but help was offered if needed. Once ASEC approval is received, the request will be submitted to STEC for their February meeting, however there is likely to be a delay of about a year due to the number of committees it has to pass through.

- b. **(*)SAN 2 (Item 4c):** Due to concerns about supervisor capacity, HSPS will no longer offer SAN 2 as an optional paper for PBS Part IB students.
- c. **(*)IB Neurobiology preparation (Item 4d):** EW and RS have arranged to organise this with David Parker over the summer.
- d. **(*)Examination lengths and data retention policy (Item 6a):**
 - i. Examination lengths are confirmed to be three hours for Part I, and five hours for Part II.
 - ii. **PBSMC22.2:** The Committee received the School's data retention policy, as of October 2021.

6. Optional papers

- a. Members received breakdown of PBS student choices in 2021-22 and discussed which optional papers are likely to be available in 2022-23. The Committee must give notice before the end of Easter Term. **(PBSMC22.3)**
- b. Biological Anthropology papers: As part of Archaeology's review of regulations and planning, they are considering whether to introduce a cap on the number of PBS students who could borrow their papers:
 - i. **PBSMC22.3** provides data on the borrowing numbers for the papers (B1-4, BAN X and BAN Y).
 - ii. **PBSMC22.4:** email correspondence with Archaeology about the Part I papers.
 - iii. **GJ** will report on the Part II papers.

The Criminology paper is popular with students. It was felt that this will still be available next year.

GJ – discussed the Biological Anthropology papers and PBS students having organisation troubles. Some practicals are becoming impossible due to numbers. The BBS major is being withdrawn due to difficulties getting supervisions.

7. Student feedback: Michaelmas Term 2021 (PBSMC22.5)

Responses to student feedback from Michaelmas Term 2021 were circulated. There was low feedback but possibly student Reps are helping by discussing any issues. Interactions between students has been difficult which could also be an issue.

8. Comments from student members

a) Part IA

Students are mostly happy but miss attending lectures. The committee agreed it was important to review this weekly. = The aim is to change to in-person teaching as soon as it is safe to do so. Access to the building is also being reviewed and when covid rates drop things can change. One limitation is the higher demand on large lecture theatres as capacity is currently reduced. Students think shorter feedback questionnaires might be better.

b) Part IB

Staff reassured students that while supervision issues are difficult to solve due to calendar problems they are doing the best they can to alleviate the problem. PBS 4 is about to end so be good to send to ask for feedback now. A slight increase in lecture attendance has been noted but practical class attendance is still low, apart from the assessed classes, due the importance of attending these being made clear at the start of the year. There was no negative feedback.

c) Part II

It was agreed the phrasing on feedback forms could be more appropriate to help engage the students. However, it was agreed not to make any changes this term and to discuss it at the Teaching Committee with a few to amending this for the next academic year.

The question of whether individual feedback for each lecture is useful was discussed. There is a need to match the requirements and granular feedback is good especially for early year lecturers. Constructive criticism also helps lecturers to amend their lectures as necessary. The balance will be considered in the review

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