

FACULTY OF CLASSICS
STUDENT-STAFF JOINT COMMITTEE

**There was a meeting of the Committee at 1.10 p.m. on Monday
14th February 2011 in Room 1.04 of the Faculty of Classics.**

MINUTES

Present: Dr Peter Agocs (Chair), Ms Carol Atack, Ms Katy Castle, Mr Roeland Decorte, Mr Matthew Duncombe, Mrs Jane Fisher-Hunt, Ms Francesca Kapfer-Gill, Mr Stephen Howe, Mr Steve Kimberley, Mr James McNamara, Mrs Carolyn Bartley (Secretary)

Apologies: Dr Rebecca Flemming, Dr Nigel Spivey

The Chair began by welcoming the new student representatives present, James McNamara (Graduate), Katy Castle (Undergraduate) and the President of the Herodoteans, Francesca Kapfer-Gill, and member, Roeland Decorte.

1. Minutes

The Minutes of the meeting of 1st November 2010 were **approved**.

2. Matters arising

4. Election of Student Representatives to Faculty Board and Councils of the School

The Administrative Officer **requested** that it be **noted** that student representatives on the Faculty Board may be different to those on the Councils of the School.

6. Consultation Ideas – Open Forum

- It was **agreed** that this should be held during the week of 7 March.
- The Herodoteans President **confirmed** that she will contact the previous President for advice and ideas.
- It was **noted** that posters and emails will come from the Herodoteans.
- The Chair **agreed** to ask Professor Martin Millett if he is available and willing to be Chair.
- It was **agreed** that the Panel should consist of a Language Teaching Officer, a lecturer of Part 1A, a mix of Caucuses and teaching interests, and a representative of MML/Latin.

- It was **agreed** that the Herodoteans will need a lot of detail about the Open Forum before asking an academic to be part of the panel.
- The Chair and Herodoteans President **agreed** to keep in close touch.

7. Global Questionnaire

In the absence of the Academic Secretary for Graduate Affairs this will be an item for the next meeting.

12.ii Graduate Register on website

The Graduate Representative confirmed that this had been updated.

4. Energy Champion to report

Stephen Howe, as Faculty Energy Champion, outlined the University's Energy Saving Scheme whereby the University gives the Faculty a target of energy consumption. If the Faculty exceeds the target, the Faculty will have to pay the difference, but, if below the expected energy consumption target the Faculty will receive a rebate.

The Energy Champion **reported** that due to energy savings made during the period October 09 to October 10 the Faculty is due a rebate and thanked everyone for their help in contributing to the lowering of the Faculty's energy consumption. These energy savings were achieved by simply turning things off as no new technologies have been installed yet (such as new computers which use 75% less energy or motion sensor lighting for example).

5. Talk from Careers Office

The Administrative Officer asked for views following a proposal from the Careers Office to offer students a briefing that would cover such items as CV advice and mock interviews.

It was **agreed** that a briefing would be useful for with an emphasis on CV writing and how to write applications for internships.

6. MPhil Language Teaching

The question was raised as to how appropriate the Part 1A course is for using Greek in research for historians (C Caucus) rather than classicists as the texts are not compatible with those used in research and the effort required for an unseen translation exam is not appropriate bearing in mind an MPhil lasts just 3 terms.

Suggestions:

- It would be helpful if the Graduate Studies Committee would talk to the C Caucus students;

- Have a B & C Caucus orientated course with prose and not an unseen translation element;
- Having a strand of beginners Greek for B & C Caucus was not felt to be a huge addition to the current structure.

NOTE: Subsequent to the meeting there was a meeting between the Academic Secretary for Graduate Affairs, MPhil co-ordinator, Senior Language Teaching Officer and graduate bursary holders to discuss MPhil language teaching.

7. Undergraduate Matters

- (i) Academic German teaching – mainly for graduates? The Librarian **confirmed** that anyone may attend. The Herodoteans President **requested** that there be something like (i) for French as the University Language Centre is too costly and too conversational. Matthew Duncombe suggested that she look at the MML Faculty website or contact the English Faculty where language teaching is available – see <http://www.english.cam.ac.uk/postgraduate/local/training/language.html>.

It was **requested** that a note about ‘further language teaching’ be added to the Undergraduate Handbook and the Lecture Timetable.

8. Graduate Matters

- (i) Transferable Skills

The Graduate Representative requested views regarding Transferable Skills for a reply to a representative on the School Council. It was **agreed** that what is offered by the University is too vague, the Humanities slots fill up quickly, is not relevant as Classicists supervise a lot already, and that in-faculty sessions would be the most useful and productive.

It was **agreed** that advice on how to write a Classics focussed research proposal, a CV, and how to apply for a post doc/JRF position would be most useful (it was **noted** that Professor Osborne would be a good advisor for the latter).

- (ii) Supervising

It was **agreed** a workshop on supervising before the start of Michaelmas Term would be helpful run by a faculty member and/or an informal meeting to meet more experienced supervisors.

It was **agreed** that peer feedback would be useful whereby a supervision is observed, out of Caucus, 1-2 times a term.

It was **agreed** that a database of supervision examples on CamSis would be useful. Matthew Duncombe **agreed** to liaise with Dr Weiss.

It was agreed that graduates should have the opportunity in Easter Term to share ideas about how teaching went.

(iii) Online Resources (bibliographies and databases)

Should any graduates require a training session regarding online resources, the Academic Secretary for Graduate Affairs, Dr Rebecca Flemming, is running Informal Online Resource Help Sessions on Mondays until the end of Lent Term from 1.30pm in room R.01.

9. AOB

(i) Printing charges

The Computer Officer confirmed:-

- that there has been a delay but printing charges will take effect by Easter Term 2011. Graduate accounts are to be created by the end of Lent Term, and Undergrad accounts by the start of Easter Term.
- that each student will have a personal account and space (amount to be determined) on the server.
- that there will be the facility in the Library to top-up accounts.
- that only Classicists can access faculty computers in the Reserved Volume Room.

Date of Next Meeting

Monday 23rd May, 1.10pm, room 1.04

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