UNIVERSITY OF OXFORD: DEPARTMENT OF PHYSICS

PHYSICS **J**OINT **C**ONSULTATIVE **C**OMMITTEE

MT23-1: 13:00 on Wednesday, Wk 2 MT23
Robert Hooke Meeting Room

ATTENDANCE

- **Those Present**
  - *Gareth Hopkins (GH) - Chair, 3rd Year Rep*
  - *Helena Bhattacharya (HB) - Secretary, 2nd Year Rep*
  - *Jack Barker (JaB) - Webmaster*
  - *Naiqi Zheng (NZ) - 2nd Year Rep*
  - *Om Gupta (OG) - 3rd Year Rep*
  - *Thomas Ford (TF) - 3rd Year Rep*
  - *Woon Sing Lau (WSL) - 4th Year Rep*
  - *Wendy (Yixuan) Dang (WD) - PhysPhil Rep, 4th Year Rep*
  - *Hans Kraus (HK) - Head of Teaching*
  - *Jenny Barnes (JB) - Teaching Laboratories Manager*
  - *Carrie Leonard-McIntyre (CL-M) - Assistant Head of Teaching*
  - *Hannah Glanville (HG) - Teaching Faculty Administration Officer*
  - *Georg Viehhauser (GV) - Academic Committee*
- **Apologies From**
  - *Bradley Westwood (BW) - 4th Year Rep*

MINUTES

1. Minutes of last meeting (Wednesday, Wk 2 HT23) (5)
   (a) No matters arising
2. Committee business (20)
   (a) **Chair**
      i. Update on progress of exam solution set

- GH has had an influx of past paper solution from students and will assemble these so that JaB can upload to the website.
- HK suggests focusing on collating solutions in Trinity when everyone spends more time on past papers.

ii. New PJCC rep elections
- GH noted that First Year Reps and an MMathPhys Rep needs to be elected.

iii. Department supplied exam solutions
- GH asked about progress in department uploaded past paper solutions and CL-M said that she has uploaded 2017 Prelims, 2018 A papers, 2019 B papers (but not 2020 C papers due to Covid) are now on the website and this pattern will repeat.
- HK said students should not rely on faculty published solutions but instead use each other as a resource.

(b) **Secretary**
No business

(c) **Webmaster**
No business

3. Year reps' business (15)

(a) **First Year** *No business*

(b) **Second Year**

i. Short option from other departments deadline
- NZ asked if the application deadline for short options in other department of week 9 Trinity term could be extended.
- CL-M said she needs to be equitable and stick to the deadline.

ii. Canvas access to other year material
- NZ also asked why on Canvas currently students only have access to year 2 physics modules.
- CL-M said once that once everything has settled down, she will be able to add everyone as student observers to the current courses of other year groups.
- NZ asked specifically if access would extend to MMathPhys recordings, but CL-M said this must be discussed with the mathematics department first.

(c) **Third Year**

i. Lecture video uploads
- TF asked about the time delay in lecture uploads over the last week.
- CL-M and HG noted that delays were due to problems with sound quality that should now be resolved. However, the department would rather wait rather than put up recording of sub-standard quality.

ii. 3rd year mini project
- TF also asked about how 3rd year mini project scheduling is organised and JB said once SPIRe opens everyone has the chance to book and any problems with pre-requisite labs can be resolved by contacting lab help.

(d) **Fourth Year**

i. 4th year classes schedule

- WSL said that students would like to know if it is possible to release 4th year schedule earlier, as current arrangement makes it hard to plan ahead.
- CL-M said 4th year scheduling is complicated to coordinate, as correct numbers of classes and tutors must be arranged so cannot be released earlier than week 2.
- HK suggested that if students have scheduling questions, they should contact major option coordinators directly.

4. **PhysPhil business** (5) *No business*

5. **MMathPhys business** (5) *No business*

6. **Practical Course business** (5) *No business*

7. **Any other business** (5)

(a) Radcliffe Science Library Report

- Radcliffe Science Library (RSL) opened yesterday, with lots of different spaces, seminar room, study rooms for individuals and clubs/societies.
- GH also noted that if students are looking for group study spaces, the RSL is about 3 minutes from the physics faculty. HK asked PJCC members a few questions and there was a short discussion about how to develop computing and coding in the physics course.