Pre-honours lecture times are set by the centre of the University. The School decides which member
of staff is lecturing when amongst those slots. That distribution is carried out by the relevant
module coordinator with due regard to pedagogic issues and other commitments of the staff
involved. The detailed timetables showing what is being lectured in which slot is usually published
later in the summer. The time slots are shown from now.

Honours timetables are proposed by Schools. I take responsibility for this for P&A. The University
timetabling team, however, agrees or otherwise to our room requests. These requests are made
and considered, at least in part, based on module enrolment using pre-advising data. This is one
reason why the University encourages students to pre-advise. Although I publish in July a draft
timetable with rooms shown, at this stage these are “just” the requests from me to the central
timetabling team.

I start with the general aim of changing the honours timetable as little as is possible, so that last
year’s schedule is a decent guide to the coming year’s schedule.

For 2017-18 we have module changes including

1) JH PH3080 (and part of PH3082) *Computational Physics* changes from one lecture and an
   afternoon a week to two half afternoons a week for each student.

2) The retiral of PH4025 *Physics of Electronic Devices*, with its place in the timetable taken by
   the new PH4044 *Advanced Condensed Matter Physics*.

3) The introduction in first semester of a new level 5 module in Nanophotonics.

For most lecture-based honours modules the School runs three timetabled slots a week for 15 credit
modules and two timetabled slots a week for 10 credit modules. We are not permitted to oblige
students to attend sessions after 1 pm on Wednesdays (but we may give them the choice to do so).
There are not enough slots in the week to have only one scheduled honours class at a time. I aim to
put the timetable together to keep as many options open as possible, and to have no clashes
amongst compulsory modules taken in the year of study recommended in the School’s honours
handbook.

The School of Mathematics and Statistics has many joint degree programmes, and so its timetable is
set well ahead of time. I aim to coordinate our timetable with theirs for the benefit of our students.
This is the reason why many of our lecture courses have even/odd Mondays followed by a Tuesday
and Thursday or a Wednesday and Friday. We typically have 0.5 lectures a week more than Maths
for a 15-credit module, which is why you will often see an odd/even week lecture in an afternoon.
Where I see in pre-advising (or expect) no overlaps with MT modules I may leave out the Monday
morning/another afternoon alternation.

The joint degree with Chemistry has students doing only PH modules in SH. While that timetable is
within our control, it has to include specified level 3000 and level 4000 modules. I have liaised with
the School of Chemistry and amendments have been made to accommodate the pre-advising
choices of students in level 5.
I liaise with Philosophy and with Computer Science where appropriate to try to match our timetable to the timetables of PY and CS modules that these students pre-advise into.

Some level 5000 modules are shared with the SUPA Graduate School, and use video-conferencing on a timetable that is agreed across Scotland’s universities. Some level 5000 lectures are taken locally at the same time by MPhys final-year students, taught postgraduate students, and Engineering Doctorate students.

For some modules I spend time searching through the pre-advising systems to check for possible clashes and amending the timetable to suit. Unfortunately, given the wide range of modules that we run, it is not possible to guarantee that a student can do any module combination that they may wish to do.

I publish draft (later, final) honours timetables on the School web site. I do this in two formats. One shows the proposed times and locations of all the honours lectures and lab sessions. The other shows how the timing and choices might work for each of our degree programmes.

Students and staff are welcome to contact me if they see a problem in the timetable.

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