

# OXFORD UNIVERSITY COMPUTING LABORATORY JOINT CONSULTATIVE COMMITTEE FOR GRADUATE STUDENTS

Notes of meeting held on Monday 18<sup>th</sup> February 2008 at 12 noon

**Present:** Richard Bird  
Duncan Coutts  
Christine O'Connor

## 1. Notes of the meeting held on 5<sup>th</sup> November 2007

### Matters arising:

*Meeting with Malcolm Harper:* DC was unaware of anything further happening following the meeting with MKH. DC would email JG to find out whether things have improved for the NA Group DPhils. The DGS would also speak to MKH to establish what support has done following that meeting. It was noted that the Department is currently carrying out a review of IT support.

**ACTION: DC/RSB**

*Weekly coffee and doughnuts for DPhils:* DC confirmed that he had attended a couple of times. It was agreed to monitor this and then review whether to continue with the arrangement or, perhaps, to have lunch once a term or something similar.

**ACTION: RSB**

*Recycling:* It was agreed that there should be more bins for recycling paper and also that the Department should use recycled paper. Many people leave on their machines, lights are left on, etc. Not all machines automatically go into power saving mode. It would be helpful if the Department would issue general advice on what to do and what not to do, e.g. turning off machines. As much as possible should be automatic. What does the University recommend with regard to best practice? It was agreed that AWR/MJF would be asked to provide this information.

**ACTION: CMOC**

## 2. Matters raised by Graduate Representatives

DC had no matters to report, though he still has the feeling that there is some concern regarding equipment.

## 3. CETL

There were no matters to report.

## 4. Any other business

No further issues were raised.