

# OXFORD UNIVERSITY COMPUTING LABORATORY JOINT CONSULTATIVE COMMITTEE FOR GRADUATE STUDENTS

Notes of meeting held on Thursday 29<sup>th</sup> May 2008 at 12 noon

**Present:** Richard Bird  
Duncan Coutts  
Janice Giudice  
Christine O'Connor  
Jim Whitehead

## 1. Notes of meeting held on 18<sup>th</sup> February 2008

### Matters arising:

*Meeting with Malcolm Harper:* It was still uncertain what Support had done, if anything, following the meeting with MKH when administrative rights on machines had been discussed. It was agreed that the DGS would talk to Malcolm again. (It was recalled that MKH had also attended a meeting of JCC about 18 months ago when it had been agreed in principle that DPhil students could opt out of IT support, but as a consequence students opting out would have to take on responsibility for backing up their own work. Support had later decided that they were not quite ready for such opt-outs.) JW felt opting out was not the right solution; if there could be a natural place where students could install software on their machines that would be of help. The current procedure is that a student has to send an email to support who will get round to installing the software at some point. DC suggested that students should be allowed to install anything from a standard selection of packages (using *fedora*); it ought to be possible for them to install automatic updates as well.

JG reported that students in the NA Group no longer bothered to complain about such matters – or at least they would grumble informally but would not be prepared to advise her formally.

DC could not see why all of the space on the hard drive could not be used, particularly as students are given individual machines that they keep for the duration of their studies here.

It is important that something is done about this matter over the summer vacation.

**ACTION: RSB**

*Coffee and doughnuts:* Enthusiasm for this had waned. It was now felt that something at the end of the day after work would be more successful; so something along these lines – more like a ‘happy hour’ - is being organised. It would be at the end of the week, say around 4.00 p.m., in weeks 1, 4 and 8; perhaps cakes, ice-cream, fruit delivered from Sainsburys? JW and JG indicated that they would be willing to help organise this.

**ACTION: JW/JG**

*Recycling:* CMOC reported that MJF had now ordered recycled paper for use in printers and photocopiers, but that the idea of more bins for recycling had not got off

the ground at the Departmental Management Committee as MJF had stated that Grundon go through all the Department's rubbish to ensure that as much as possible is recycled. The student representatives were still not happy with this response as they felt that paper contaminated by food waste would not be recycled. Their preference still was for each office to have two bins – one for recycling and one for other waste. They also felt that computer screens should be set up so that they go into low power mode when they are not being used. The matter of recycling and saving energy would be brought up again at Departmental Management Committee.

**ACTION: RSB**

## **2. Matters raised by Graduate Representatives**

*Student conference:* The conference for Computer Science DPhils is likely to be held in week 1 of the new academic year. Mila Katzarova and Yang Xie organised the conference held in 2006 and would be able to give advice. There should probably be a prize for the best presented paper and possibly a poster prize. There would also be a lunch. An announcement needs to go out inviting papers. It would be compulsory for all current first year DPhils, and second years should be invited as well, particularly those who have not been to external conferences. There should be two organisers; an academic organiser and a general organiser. RSB had agreed to help get this off the ground.

## **3. CETL**

It is planned that the Department will organise seminars on presentation and on writing skills.

## **4. Any other business**

No other matters were raised.