

AGENDA FOR DEPARTMENTAL MEETING.

Time: 15.30 on Friday 7th Feb, 1986.

Place: J.C.M.B., Room 5210.

BSP disk

CRC mins

1. Report from Wednesday's Board of Studies.

An additional meeting of the Board is likely on 23rd April, to receive further papers from us on CS1A and CS1B - syllabus difference and timetabling. Friday's meeting is NOT to deal with the substance of this, but to receive report and agree mechanism for proceeding.

2. Proposal from Sociology.

Proposal transmitted via RNP: Include IS1 plus Technology and Society 2 in list of approved double courses in Social Science. (Sounds totally uncontentious, to PDS; they just want to use IS1 more officially as part of their structure).

3. Preparation of Equipment Bids 1986/87.

Preliminary survey of list of items on which we are to prepare cases for submission to Computing Equipment Panel, with a view to subsequent requests to Faculty for funding in 86/87. Again, this is to identify items on which we are to start doing paperwork. Suggestions so far received by JHB are attached.

CS1B → Bush

4. Report on Departmental Committees.

Following discussion at recent meeting of teaching and CO staff: Report on the various committees that have been set up in the department and their composition. Opportunity to review composition and to receive offers from people willing to take on as secretary of some of these (e.g. GLC wishes to give up as secretary of the Computing Policy Group). A volunteer to act as Data Protection Officer is also required.

CS1A → Amd

Ray L3 PAD
w

Ray L4 ERCC

Equipment Bids 1986/87: State at 3 Feb 1986

This is a working document giving the accumulation of bids and general comments received so far.

Document Production - Moira Norrie

Document production should be recognised as a major and important departmental activity. Current facilities for document production fall short of that now expected by members of the department for research papers, reports, books and teaching material. We seem to have problems in two main areas:

- a) the laser printer in the photocopying room
- b) processing of Scribe and Tex on departmental mainframes: The department should decide on some policy that will meet staff requirements in this area and bid for equipment accordingly.

Workstations

It is my view that the department should be moving towards provision of workstations for all staff. Many staff have APMs in their offices. Personally, I can't see an APM meeting my requirements and would suggest that the department consider an alternative to APMs for staff use. While I haven't investigated the matter in detail, I believe that Sun workstations might provide a viable alternative. The figure of 6K quoted seems to compare reasonably with APMs - particularly when one considers facilities offered. I trust that the department is aiming to decide on some policy regarding provision of workstations.

Personally, I would like a system that will provide the following:

- a) Tex with preview facility
- b) PS-algol (in effect this implies a Unix system)
- c) some graphics capability to allow work in the area of interfaces to database systems
- d) multiple process/window system

I believe that the Sun workstation meets these requirements. Perhaps, other workstations would also meet them. Is it true that APMs would not meet these requirements at a competitive cost? If this is the case, can I suggest that staff currently without APMs - but wishing workstations - be provided with Sun workstations (or some preferred alternative - to be decided on a departmental basis).

Is it the time to decide the future of APMs in the department? They would seem to be an expensive alternative to other systems considering the facilities on offer - particularly if they are fully costed in terms of all associated staff time. It would appear that APM development can't even be considered as "research". Are we pouring lots of money into this area while we could be using it more wisely to raise general departmental facilities to support teaching and research?

Sun Workstations - George Milne

George has a proposal for purchase of up to 15 Sun workstations for VLSI and general teaching. I'm waiting for a paper.

PADs at Appleton Tower - JHB

We should be thinking about replacing the TCPs at A.T. with PADs. I will contact ERCC re seeing if they will pay for it.

APMs - JHB

There is no intention to ask for capital for new APMs. There may be submissions to enhance the ones we have.

Disks for APMs - JHB

There are arguments for upgrading APMs to run VM operating system e.g. UNIX. This would involve purchasing more disks and 68010 daughter boards. Costings to follow.

Replacement of Visual 200s

These will have to be replaced over the next few years. Say 30/year at \$650 each = \$19500/year

181

4 Macles + FS.

RVP / ALM

4/3/2/~~2~~ 1 year

u board

P.C.

xxx (30)

hardware - RNI

1 year / time

Sec / Admin	m/c or m/cs.	→ ER/VAX	ALM SM
SCRIBE / DATA REVE / TEX	PCs or.		ICK.
			Consult GEC

Sybil
AM Commis

Notes on Departmental Meeting held on Friday 7th February 1986

in Room 5210, James Clerk Maxwell Building, at 3.30 p.m.

Present: RNI, ACM, FDC, IMN, AJS, KK, RAM, MCN, KJC, JHB, ARCH, JJ, DJR, PDS, KBD, CDS, NGT, MCP, FRED, RC, SM, FS, DTS.

Apologies: JEW, DWB, RM, GDP.

1. Report from Wednesday's Board of Studies

The Board would meet again on 23 April (provisional date) to receive further reports from CS on the two CS1 topics below:-

(a) Lecture hours

RNI proposed the following:

(i) Monday 2 pm - CS1A at KB, CSIB in Appleton Tower.

(ii) Wednesday & Friday at 11 am or

Tuesday & Thursday at 11 am. Both courses in Appleton Tower.

Syllabus

Board of Studies needed more indication of the difference between CS1A and CS1B. Syllabus committee would meet on Friday 14th February to discuss CS1B. RNI asked for suggestions from department for discussion at this meeting.

2. Proposal from Sociology

Meeting agreed.

3. Preparation of Equipment Bids 1986/87 (see paper attached to Agenda).

Proposed items were discussed as follows where indicated, people should develop the proposals on paper and pass to JHB, for submission to the Computing Equipment Panel. PDS had just heard that the official deadline was 28th February, but he felt that items could be sent in later.

PDS said March 7 was deadline for CS bid.

RNI proposed courses should be re-equipped 1 year at a time. RNI said a meeting should be held on Wednesday 12 February to discuss his proposal.

Action - RNI

DJR proposed that one particular activity should be re-equipped 1 year at a time e.g. VLSI. PDS asked Computing Policy Group should to discuss the issues on equipment.

Action - SM

DJR made further point that the equipment for our 1st year course compared unfavourably with other Universities and this could affect the number of student applications in future.

A suggestion that CS/AI should coordinate their use of Gould Machine was approved and Gould Communications from AT should be put forward as an item for the CEP list.

Action GLC, ALM

APMs

DJR asked for a review of APMs. JHB suggested APMs as public machines - not suitable for personal use. MCN suggested the department bid for a number of Sun Work Stations.

It was agreed that GM, MCN, AJS (information from GLC) would produce detailed proposal for purchase of Sun Workstations.

Action - GM, MCN, AJS
GLC - information only

Torch XXXs - JHB, DJR would look at this.

Action DJR, JHB

PADs at AT JHB to produce details.

Action JHB

Disks on APMs

SM, JHB would put in a proposal for this. CEP approval not needed.

Action SM, JHB

Replacement for VDUs

This should be an item for the Equipment List. No CEP approval needed unless a different terminal was used.

Action PDS

Laser Printers

SM said a more robust laser printer was needed for the public areas and software was required for the printers. 2 or 3 heavier duty printers should be added to the equipment list. Meeting agreed SM and others should produce a paper for this item.

Action SM, JHB,
KK, D Baillie to advise.

ISI

A request was made for more Apple Mackintosh's.

Action RNP, ALM

GLC suggested KMH move Datatrieve work from VAX to ERCC VAX.

Action KMH

SM suggested secretaries should be provided with personal machines
Action SM,ALM,KK,
(GLC to consult)

Secretary JHB

Chairman SM

APM Review Committee

(This Committee should be phased out and its funding passed to the Technical Resources Committee.

Replacement of VAX

DJR said department should consider the replacement of VAX. CPG asked to discuss this at their next meeting.

Action SM

SM said students should be working on portable machines which would enable them to work at home. This was a possible item for discussion by the Computing Policy Group.

Action SM,DJR,
FS,RNP

Action PDS,RNP

4. Report on Departmental Committees

(A) PDS reported that people were responsible for departmental computing services as follows. He reminded the meeting that all those concerned had many other duties as well:

Computing Services overall JHB
VAX AJS
Gandalf DWB
Unix Liaison ALM
Text Processing GLC
Maintenance of hardware JCD

Any Other Business

JHB said Vice Dean had asked if anyone wanted to use external services Faculty were looking into the enhancement of facilities in JCMB in lecture theatres and other rooms.

SM asked for a telephone extension to be supplied to Room 3309. Meeting agreed with this. GLC said only 6 lines spare but he would look at possible methods of supplying a link for Room 3309.

Action GLC

Committees

(b) PDS reported on the membership of committees as follows. He asked Chairmen and Secretaries to endeavour to promulgate to the department in advance the agenda and dates of meetings so that anyone interested could make a submission to the secretary - though he realised that this was an added burden.

Computing Policy Group Chairman SM Secretary AB.

Syllabus Review Committee Chairman RNI.

Computer Resources Committee Chairman PDS Secretary JHB

(Allocation of Computing resources, C O duties, oversight of Computing Services)

Technical Resources Committee Chairman RNI Secretary JCD

(Allocation of technical Staff and Laboratory space)



Department of Computer Science

6/3/86
CRC/86/12

Summary of bids put forward to the Computing Equipment Panel, 1986

Memorandum

To All Staff
Postgraduates
Student Workrooms

From Peter Schofield

Date 6th March, 1986

This lists the items put forward to the C.E.P. It should be noted that some of these are to some degree place-markers for more detailed bids which will go to Faculty later in the session. Presence of an item here does not automatically imply that the Department is committed to purchasing it.

- 1. Single-User workstations
 - 8 off Sun 3/50 diskless workstations £56000
 - 1 off Filestore + 380 Mbyte disk £35000 GM
- or
- 8 off Whitechapel MG-1/C102 workstations with fileserver and network support (package quote) £70000 JHB
- 2. Phased replacement of ageing V200s
 - 30 off Wyse 75 VDU terminals £13500 JHB
- 3. Laser printer for public area
 - 'Laser Flow' printer (Ricoh) £5750 SM
- 4. Filestore backup
 - Thorn/EMI Datatech 9900 16/32000 bpi 7" tape drive £4000 JHB
- 5. BEPI machine + collaborative project with Hewlett-Packard
 - Hewlett-Packard Vectra 45 colour PC Look-alike £4774 RNI
- 6. Microlab
 - 6 off Apple Mackintosh + disk drives + Appletalk £11000 ALM
- 7. Microlab
 - Appletalk File server + tape backup £6750 ALM
- 8. Microlab
 - Applications software for Apple Macintoshes £3000 ALM
- 9. Assembler and hardware/software interface teaching
 - 10 off Real-Time Systems 6809 I/O boards for APM £5000 RNI
- 10. Unstructured image capture and font creation facility for APM
 - Image capture system (CCD camera + framestore) £2500 JHB
- 11. Introduction of UNIX to APMs
 - 20 off 68010+68451 Virtual memory processor boards £6000
 - 2 off UNIX filestores (APM enhancement) £5000
 - 20 off 2 Mb store boards for APM £4000 JHB

*NEW
COSTER COPY 1*

AGENDA for DEPARTMENTAL MEETING

to be held on

FRIDAY 7TH MARCH 1986

- 1. Chairman's Business
- 2. Arrangement of date to allocate duties for 1986/87.
- 3. Summary of bids to Computer Equipment Panel (JHB)
- 4. Other Matters arising from February meeting.
- 5. Engineering and Technology Programme ("The Shift").
 - (a) New Building
 - (b) Other matters
- 6. Brief reports from:
 - (a) Computing Policy Group (SM)
 - (b) Syllabus Review Committee (RNI)
 - (c) Computing Resources Committee (PDS)
 - (d) Technical Resources Committee (RNI)
- 7. Any Other Competent Business.

John Butler

- 12 CLAN machines 20 off
- 13 CLAN Filestore
- 14 *NEW* White terminals WMS

35000 RNP.
7750 RNP.

Notes on Departmental Meeting held on Friday 7th March 1986
in Room 3309, JCMB at 3.30 p.m.

Present: RNI,SM,LL,IMN,ALM,TMH,IBH,RAM,JCD,WEX,KK,JHB,CL,KEVIN,RNP,
MCN,RC,LD,GLC,DJR,GM,PDS,KBD,FRED,DB,JJ,KJC,RM,AJS,MCP.

Apologies from GDP,RDW,FS,CPS.

1. Chairman's Business

PDS reported that ALM had been appointed to a post in AIAL. Her withdrawal from the department would be phased over six months until 1st August.

2. Arrangements of date to allocate duties for 1986/87

A meeting will be held on Friday 18th April at 2 pm in Room 3309.

Action - PDS

3. Summary of bids to Computer Equipment Panel

This summary was attached to the Agenda. The following addition should be noted:

20 Clan Systems Personal Machines
Clan Systems Filestore for PC's
Total cost 43K RNP

SM's group would prepare proposal for secretaries.

Action - SM,KK,KMH,ALM

PDS agreed to a bid for N numbers of extra terminals in response to a request from LL. JHB would work out the number required.

Action - JHB

PDS noted that Item 1 had appeared twice on the list. This would be amended. It was noted that an item dealing with communications to Gould may be added to the list. The extended deadline for papers for CEP is Thursday 20th March

4. Other Matters arising from February meeting

Data Protection - RNP had agreed to be Data Protection Officer for the department. RNP told meeting that data used at home as part of University work was covered by the University.

5. Engineering Technology Programme ("The Shift")

(a) New Building

A number of suggestions were put forward with regard to accommodation in the department while the building work was proceeding.

1. Use of 6th floor Common Room as terminal room.
2. Dividing large tutorial rooms on 6th floor.
3. Hire or purchase of portocabins to be sited in courtyard.
4. Investigation of Rooms in 23 Corridor

Action GLC

5. Room 3309 re-equipped with desks and terminals.
6. Facilities to work at home i.e. personal machines.

Action - PDS

GM raised query about the size of the new rooms. SM pointed out that the new rooms were larger than UGC norms for lecturers rooms.

KK asked about possibility of screening off the noise caused by cooling vents outside the rooms in corridor 34. PDS asked JCD to raise this with Works Department and he would counter-sign the letter. It was suggested that a baffle type wall would be more effective than double-glazing.

PDS asked all members of staff with unacceptable rooms to get in touch with JCD.

Action - JCD,PDS

Action - All staff

(b) Other matters

PDS expected to receive final approval to advertise additional lecturers and CO's anyway. He felt that the alternative CS1 course should be proceeded with.

RAM raised the question of a new secretarial appointment. PDS told meeting that he felt he had agreed too hastily at an earlier meeting to the recommendation to create an extra secretarial post, since none of the secretaries had been present. He had since consulted a number of the secretaries and the general impression was that they would like other possibilities such as spreading the workload and giving the secretaries better equipment also to be considered. PDS asked staff to clarify their unsatisfied secretarial needs and pass this information to KBD. He felt that an extra post would be needed but this needed to be established.

Action - all staff

6. Brief Reports from:

- (a) Computing Policy Group (SM's report)

SM reported that CPG had asked course organisers to give the group details of their needs for the future. The possibility of moving CS1 on to Gould had not yet been decided on. It was not known when a good PASCAL compiler would be available for the Gould. 2 GEC machines which run UNIX might also be used. Communications to Appleton Tower were being investigated. All classes were short of machine access. Possibility of allocating batches of APM's to particular classes would be looked at. It was agreed that EMAS should not be moved to a departmental machine.

CPG would meet on Wednesday 12 March.

JHB said that CPG had agreed that the department should be prepared to make some outlay on better communications for Gould. He would also look into price for UNIX support to individual APMs.

Action - JHB

(b) Syllabus Review Committee (RNI's report)

RNI told meeting that there would be a meeting to discuss timetabling for CS1 on Wednesday 12 March at 4 pm in Chemistry T10. He urged all those interested to attend this meeting.

(c) Computing Resources Committee (PDS's report)

(i) An advertisement had been prepared for a Computing Support Officer.

(ii) It had been generally agreed that the department ought to buy in rather than write our own CAD system for PCB's.

(iii) This committee had considered the advice it should send to CPG. It felt that in general the APMs should be moved more towards teaching. Novel equipment for individual rooms should be on research grants.

(d) Technical Resources Committee (RNI's report)

(1) TRC and APM Review Committee had had a joint meeting. APM Review Committee was disbanded and it was agreed that future policy issues should be dealt with at CPG meetings and resource issues at Resource Committee meetings. Construction matters would be dealt with by TRC. JJ had produced an excellent analysis of APM resources. RNI said that financial constraints led us to plan to complete one less APM than previously planned.

(2) JCD described a proposal for a new locking system for the Machine Halls. This involved a plastic card with a magnetic strip. Meeting discussed this and agreed that Machine Rooms should be kept open during the day. After hours, access would require use of the card.

7. Any Other Competent Business

Gould

Meeting agreed that Tues 25 or Wed 26th March would be a suitable day to close down service to install new version of Operating System.

Equipment

PDS announced that two firms would be giving presentations in the next couple of weeks, describing new products. Attendance would be conditional upon signing a non-disclosure agreement. He would send information by VAX mail.

RNI suggested that we consider one (or two) Orion for student teaching. Cost 40K per system.

Mailing Lists

JJ asked about possibility of mailing list for each departmental committee. Distribution list is being discussed. It had been agreed that Agendas and Minutes of each committee should be posted in Block OP/ Coffee Room.

Audio-visual

JHB asked for comments later on a proposal that projection facilities for JCMB lectures theatres should be provided on an interdepartment basis.

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1. Chairman's Business
2. Status of Tex, Scribe and Layout.
3. Recruitment of additional undergraduates.
4. University Open Day, Friday 30th May.
5. Board of Studies on 23rd April.
6. Communications with Appleton Tower.
7. Matters arising from March meeting.
8. Any other business.

A G E N D A

Venue: Room 5210

Time: 2.00 p.m.

Friday 11th April, 1986

to be held on

DEPARTMENTAL MEETING

Date 10th April, 1986

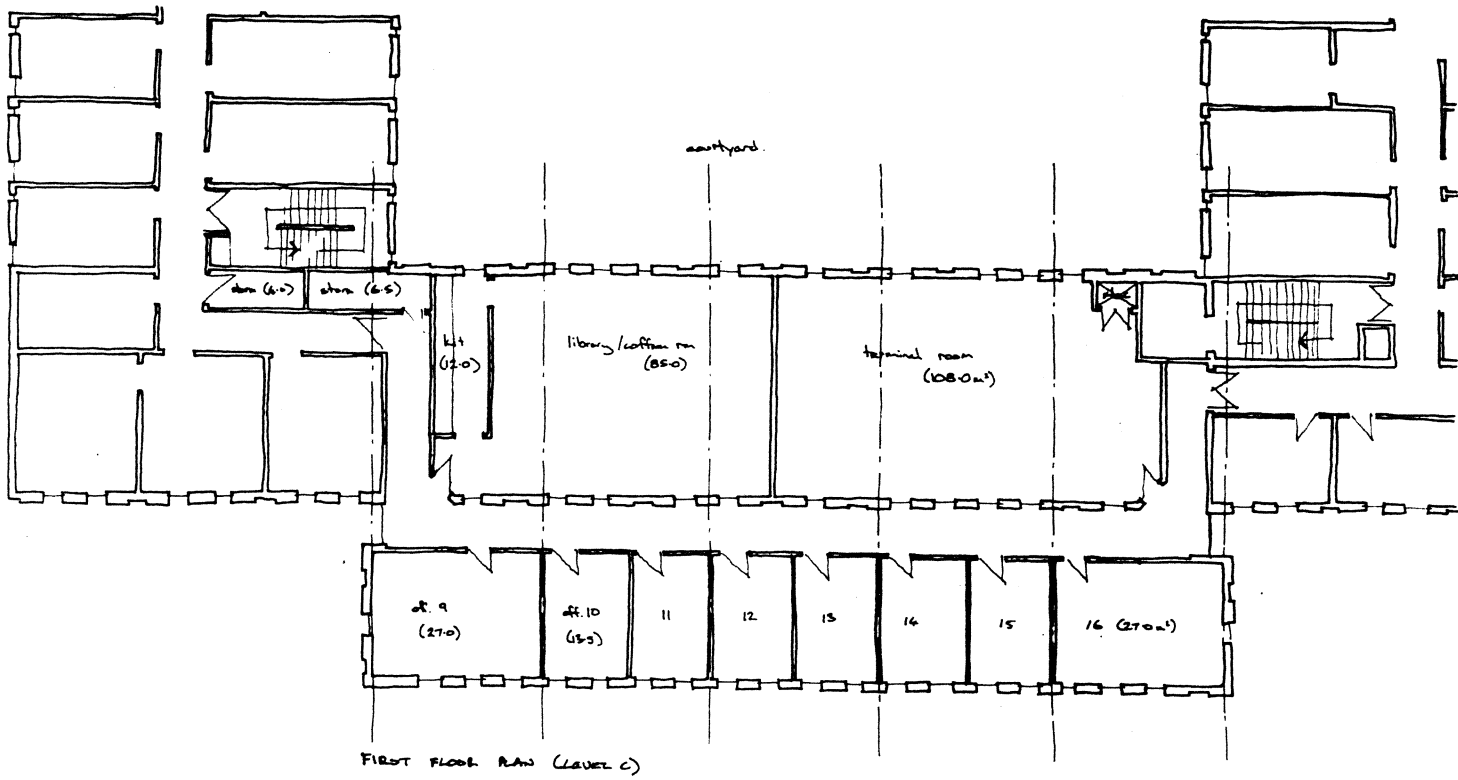
From Peter Schofield

To All Staff
Postgraduates
Student Workrooms

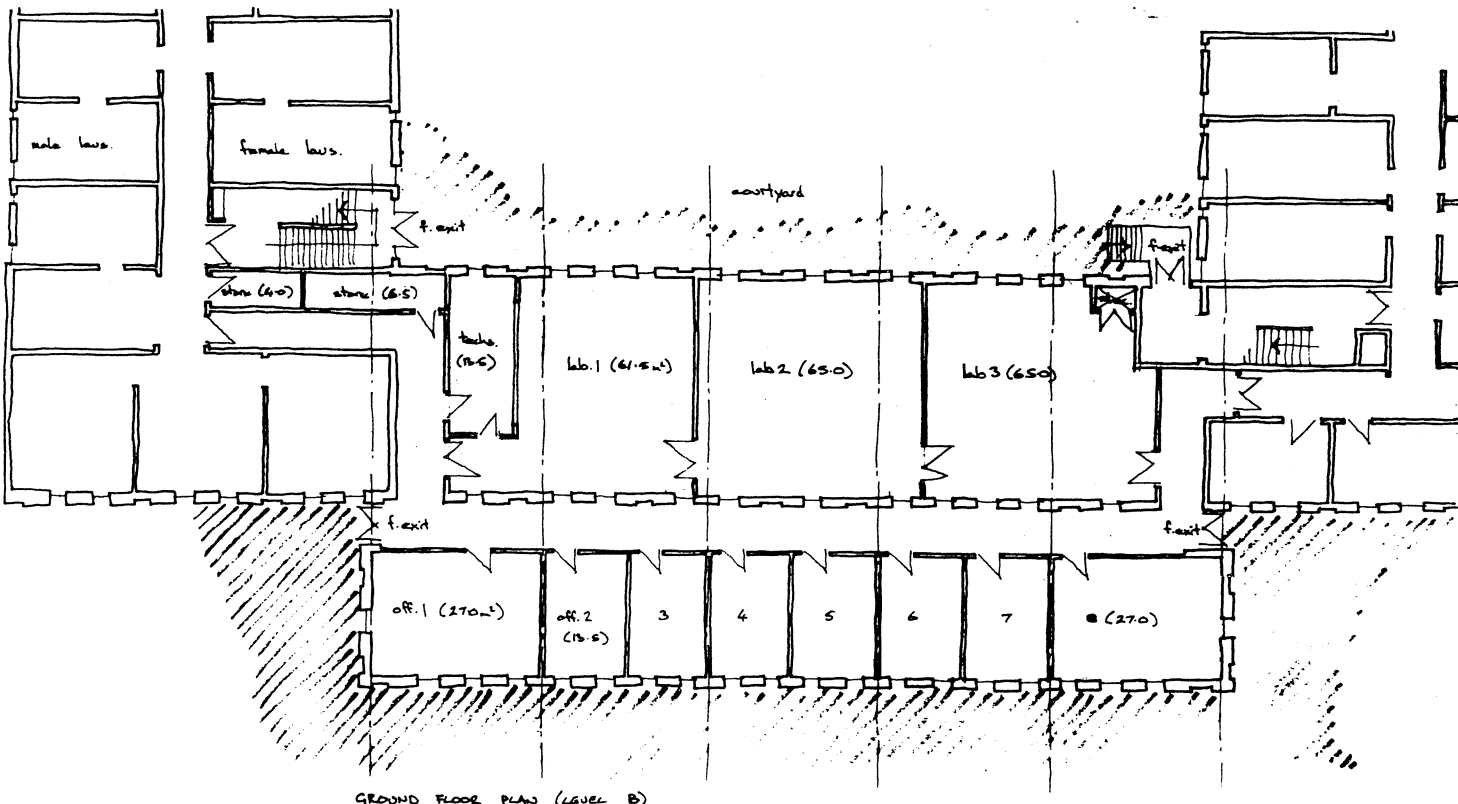
Memorandum

Department of Computer Science





FIRST FLOOR PLAN (LEVEL C)



GROUND FLOOR PLAN (LEVEL B)

AREAS (BLOCK OP + EXTENSION)
 usable - 684 m² approx.
 balance - 156 m² (22.8%)
 gross - 840 m²

UNIVERSITY OF EDINBURGH : JCMB
 DEPARTMENT OF COMPUTER SCIENCE : ADDITIONAL ACCOMMODATION
 SCALE 1:196 (1/16" = 1') MARCH '86 ANDREW MORRISON ASSOCIATES
 4 HERRIS ROW
 EDINBURGH

Item for Departmental Meeting to be held on Friday 11th April, 1986

LIBRARY (Additional Recurrent Grant)

I understand that there is a possibility that the department may be able to negotiate an increased recurrent grant for the library. The following proceedings/journals have been suggested to me as possible purchases, on standing order, if extra money is forthcoming. Comments/additions please?

1. Proc. IFIP Conf. 'VLSI Design of Digital Systems'
North Holland.
2. Proc. IFIP Conf. 'Computer Hardware Description Languages',
North Holland.
3. Proc. ACM Symp. on LISP and Functional Programming, ACM.
4. Proc. ACM Int. Conf. on Very Large Data Bases, ACM.
5. Proc. ACM Int. Conf. on Computer Hardware Description
Languages, ACM.
6. Proc. IEEE Conf. on Logic in Computer Science. ACM.
7. Cybernetics (Trans. of Kybernetika). Plenum, Washington DC.

Mark Jerrum.

COMPUTER SCIENCE 1A

Description

This course is intended for students who intend to pursue computer science as a single or joint honours course in subsequent years.

Syllabus for CS1A1h

The aim of this half course is to give students a basic competence in programming, and a general knowledge of modern computer systems. Pascal is chosen as the programming language, because it provides a good foundation for learning programming concepts, and includes most features found in other procedural languages. Thus students are introduced to concepts such as: program structure, procedures, data types, data structures and control structures, all illustrated by practical examples.

Pascal : Overall program structure, getting started, procedures, control structures, assignment, user-defined types, files, dynamic data structures,.

Hardware : Computing environment, components of a system, processor design, arithmetic, storage, communication.

Syllabus for CS1A2h

The second half of CS1A is divided into three major sections. The first provides an in-depth analysis of data structures, using Pascal implementations as examples, and provides a brief introduction, through Prolog, to programs which have some "reasoning" capability.

Sorting is an important underlying requirement of many applications in computing, and the second section of CS1A2 not only provides a comparison of a number of different sorting algorithms but also uses these algorithms to introduce a number of different programming techniques.

The final section is concerned with the mechanisms by which (Pascal) programs are run on a computer and thus deals with the run-time environment and with aspects of compilation.

Data Structures : introduction to abstract data types; "built-in" types - integers and enumerated types; "built-in types - sets; "built-in" types - arrays

and records; canonical representations; stacks; queues; dictionaries as unordered tables; dictionaries as ordered tables; dictionaries as binary trees; dictionaries as 2-3 trees.

Introduction to Prolog : basic ideas; matching of general terms; conjunction of terms; rules; backtracking; simple examples; representation of lists.

Sorting Techniques : internal and external sorting; comparison of a number of algorithms and programming techniques for implementing them; for example - bubblesort, selection, insertion, shellsort, heapsort, treesort, quicksort, natural merging, balanced merging, polyphase sort; examination of their space and time requirements.

Program Execution : the Pascal run-time environment; language definition; grammars; representation of grammatical rules; parsing.

Practicals

Associated with CS1A1 there will be four short Pascal exercises and two more substantial practicals. Associated with CS1A2 there will be one practical associated with data structures, one with sorting and one with parsing.

COMPUTER SCIENCE 1B

Description

This course is intended for science and engineering students who do not intend to pursue computer science beyond the end of first year. Some of the lectures may be common with CS1A, but in general this course will be more applications oriented than CS1A.

Syllabus for CS1B1h

The aim of this half course is to give students a basic competence in programming, and a general knowledge of modern computer systems. Pascal is chosen as the programming language, because it provides a good foundation for learning programming concepts, and includes most features found in other procedural languages. Thus students are introduced to concepts such as: program structure, procedures, data types, data structures and control structures, all illustrated by practical examples.

Pascal : Overall program structure, getting started, procedures, control structures, assignment, user-defined types, files, dynamic data structures,.

Hardware : Computing environment, components of a system, processor design, arithmetic, storage, communication.

Syllabus for CS1B2h

The second half of CS1B starts by extending the students' knowledge of data structures before proceeding to a brief historical perspective on a wide range of languages and a more detailed comparison of a modern imperative language (e.g. ADA) with a modern applicative language (e.g. ML).

Lisp is presented in enough detail to give students a working knowledge of the language, which, together with a brief description of Prolog, introduces students to the important area of programs which have some "reasoning" capability. This section is related to the increasingly important application area of Expert Systems, of which an overview is presented, together with some insight into its language requirements.

Modelling and simulation are presented as examples of computational tools used in a variety of disciplines, followed by graphics and CAD, the latter illustrated with examples from important engineering applications.

Data Structures : stacks, queues, dictionaries, static tables, ordered tables, binary trees.

Comparison of languages : examples from: Fortran, Cobol, Algol60, Lisp, Snobol, Simula, Algol68, Pascal, Alphard and CLU, Prolog, Smalltalk, ML, Modula 2, OCCAM, ADA.

Lisp and Prolog : symbolic computation, binding and basic functions, recursion, special facilities, implementation issues, a large example, Prolog.

Expert Systems : Background, suitable tasks, MYCIN, other examples; desirable language features.

Modelling and simulation : overview, programming environment, model development

Graphics and CAD : hardware for graphics, user requirements, manipulations on the stored picture, computer aided design.

Practicals

Associated with CS1B1 there will be four short Pascal exercises and two medium-sized practicals. Associated with CS1B2h there will be one exercise in Lisp and one Pascal exercise in modelling which will also build on the student's knowledge of data structures.

Department of Computer Science



Memorandum

To All Staff
Postgraduates

From P.D. Schofield

Date 1st May, 1986

AGENDA FOR DEPARTMENTAL MEETING

to be held on Friday 2nd May '86

Time: 3.30 p.m.

Venue: Room 5210

- | | | |
|----|---|-------|
| 1. | Chairman's Business | PDS |
| | (a) Staffing | |
| | (b) Vacation Students | |
| | (c) Interview Committees. | |
| | (d) Visit by Dean's Committee, p.m. Thursday 8th May. | |
| | (e) Other matters | |
| 2. | CS4 modules | RNI |
| 3. | Temporary accommodation needs 1986/87 | RAM |
| 4. | Recruitment and Open Day | |
| 5. | Report from Computing Resources Committee | PDS |
| | (a) Possible need for logging off on time-out. | |
| | (b) Use of editors by secretaries. | |
| 6. | Report by Computing Policy Group | SM/AB |
| 7. | Equipment bids for 1986/87 | JHB |
| 8. | Other matters arising from April meeting. | |

Notes on Departmental Meeting held on Friday 11th April 1986
in Room 3309, JCMB, at 2 p.m.

Present: RNI,SM,NPT,PS,RC,RAM,FDC,GMC,GLC,KK,AJS,ALI,KEVIN,KJC,DWB,MRJ,
ASW,JHB,RM,PDS,KBD

Apologies: CPS,RDW,MCP

1. Chairman's Business

New appointments: (i) Linda Wilkie has been appointed as a Computing Support Officer. Her duties will be allocated by JHB.

(ii) Hugh Stabler has been appointed as Systems Programmer to LFCS.

PDS reported that a fixed sum of money had been allocated under the Shift to Science. The number of posts was not fixed but would depend upon the seniority of those appointed. An advertisement is on its way to the papers and should appear either at the end of this week or next week. Any names of people who might be encouraged to apply should be passed to PDS.

The MSc and CS4 examinations were taking place this week. To reduce the danger of false fire alarms during examinations, special procedures had been agreed.

Action - PDS

PDS asked for comments on EEC: COMETT Program. GLC agreed to investigate this and bring any information back to the meeting.

Action - GLC

Promethesus

PDS drew the attention to a large PROGRAM for European Traffic with Highest Efficiency and Unprecedented Safety received from Robin Popplestone in AI. This document arrived just before the meeting and was too bulky to justify copying. Anyone interested in looking at it should contact PDS or SM who have copies.

Action - anyone interested

2. Status of Tex, Scribe and Layout

Meeting reviewed earlier departmental decisions. In May 1985, meeting had agreed that we should move towards replacing Scribe by Tex as this became available. Users of Scribe asked that it should be retained for 2 years. These points were confirmed in September 1985, new use of Scribe would be discouraged.

AJS reported that there was little improvement on the VAX load when Tex was used in place of Scribe. Layout used less resources but did not do the same job as Scribe or Tex. After some further discussion the meeting agreed that Scribe should be phased out over a period of 16 months (but if all users had ceased use when the licence came up for renewal in 4 months, it could be dropped then.) PDS said some form of layout should be retained for use of secretaries. He asked that an attempt

should be made to concentrate on one version of Clan Layout.

In discussion, it was agreed desirable that our students should become versed in text processing (within reason), but that with present resources this would have to be severely limited. The following was agreed for the time being, but subject to review:

(a) 1st, 2nd, 3rd year undergraduates. No text processing on departmental machines

(b) 4th year undergraduates. Use of layout and non-laser printers only.

(c) MSc students. As for 4th year undergraduates, (but review possibility of laser printers in September?).

(d) Research students. As for staff.

3. Recruitment of Additional Undergraduates

PDS told meeting that there had been a considerable drop in applications to the Department. There was a nation-wide slump of 15% in applications but CS had dropped by 30%. He suggested putting publicity out to schools and the meeting discussed the various methods of publicising the department. It was agreed that the department should attempt to publicise its activities and KBD agreed to find out when the dates of SCE Highers and A level examinations took place. An invitation to the schools would also be discussed in more detail. PDS would consider further the allocating of publicity for the department to a particular member of staff or possible new lecturer, when appointed.

4. University Open Day

GM was responsible for the teaching staff contribution. JHB would be looking after the equipment side and asked for graphical material as soon as possible. RAM has some graphics. Invitation to schools could be advertised at Open Day. JHB and GM would be asking for assistance and PDS reminded staff that this should be given when requested.

RNI would give the Introductory talk. D of S's would be on duty. RC suggested siting publicity material downstairs. Undergraduates would give demonstrations.

5. Board of Studies on 23rd April

RNI reported on the move of CS1 lectures on Tuesdays and Thursdays. Physics, Electrical Engineering and Mechanical Engineering had all agreed to this proposal.

A copy of CSIB Syllabus was attached to the Agenda. RC asked for Chapter 2 Comparison of Languages to be reduced in size. RNI agreed to sort this out with Fred. PDS asked about use of packages and numerical methods. RC thought this should be included in Pascal for CSIB1H. RNI agreed with the Pascal flavour should be made clearer in the document. Meeting congratulated the Syllabus Group

on their efforts.

Action - RNI

In response to a comment on loading of machines JHB said he had asked the Gould Manager to monitor the use of the Gould Machine between the three departments.

In response to a query about student numbers from RC, PDS asked Directors of Studies to endeavour to find out any information on the number of students likely to choose the various CSI courses offered.

Action -RC/ASW/FS

JHB asked if half CS would be trying to get on Gould or GEC or AT. SM (as Convenor of Gould Management Committee) asked course organisers to give information on the amount of usage they would be likely to require.

6. Communications with Appleton Tower

JHB showed the meeting slides of Communication Configurations at AT. There were a number of choices which could be made. Meeting discussed the various choices and agreed to buy 3 Pads. 6 weeks would be needed for direct lines. Cost of pads would be 7K - 8K but we might get the 3rd one cheaper.

Action - JHB

7. Matters arising from March Meeting

5. "The Shift"

Item (b) SM asked if there had been any response to the earlier request for a statement on unsatisfied secretarial needs. No one had replied to KBD's mail message but, after some discussion, it was agreed that it would be helpful to have a note of the services which the secretaries could be expected to provide.

Action - KBD

6. Brief Reports from Committees.

Item (d)2: A letter had been written by JCD to Works Department about the need for a locking device. Works Department would come to look into this.

As there was no other business the meeting closed.

Paper relating to Item 7 of April meeting

Secretarial Services provided by CS Department secretarial staff

Editing and Production of documents on VAX and UNIX machines
Photocopying
Typing correspondence
Making appointments
Diary keeping
Making travel arrangements
Arranging accommodation for visitors to department
Production of Conference Papers
Production of examination papers
Production of lecture notes
General Administrative typing
Record keeping
Organisation of meetings, (booking rooms, coffee etc)
Recording holidays for staff
Recording sick leave for staff
Distribution of documents
Totalling examination marks
Assistance with preparation of grant applications
Postgraduate admissions
MSc admissions
Furniture requests
Departmental Accounts
Issuing Departmental Reports and Thesis

STOP PRESS
STOP PRESS
STOP PRESS



EXTRA PLACES IN INFORMATION TECHNOLOGY AT EDINBURGH UNIVERSITY

Edinburgh University has been allocated money to accept additional students for degrees in Information Technology. Starting in October 1986, extra places are available for the degrees in:-

Computer Science

Microelectronics

Computer Science & Electronics

Electronics & Electrical Engineering

Artificial Intelligence & Computer Science

Contact (quoting reference ITL):-

Science Faculty Office (Admissions),
The King's Buildings,
West Mains Road,
Edinburgh EH9 3JY.

Telephone:- (031) 667 1081 Ext: 3480

Department of Computer Science



Notes on Departmental Meeting, Friday 6th June 1986

Item 1 (b) Membership of Interview Committees

I propose at least the following:

- For Lectureships:
- The Dean
 - P.D. Schofield
 - R.N. Ibbett
 - R. Milner
 - D.J. Rees
 - M. Jerrum
 - Professor S. Pawley

- For Computing Officers:
- The Vice-Dean
 - P.D. Schofield
 - R.N. Ibbett
 - D.J. Rees
 - J.H. Butler
 - G.L. Cleland
 - One from outside the department

P.D. Schofield

Memorandum

To All Staff
Postgraduates

From Peter Schofield

Date 5th June, 1986

AGENDA for DEPARTMENTAL MEETING

to be held on

FRIDAY 6TH JUNE 1986

Time: 15.30
Venue: Room 5210

Raised by

PDS

- Chairman's Business
 - Staffing Matters
 - Membership of Interview Committees
 - Any other
- Arrangements for Election of Head of Department
- Computer Science Building
 - Progress of new building
 - Accommodation during 1986/87
- Security system for Machine Halls
- Matters arising from May meeting
- Any Other Competent Business

PDS

RAM

JCD

Head of Department
P.D.A.Schofield

Professors

R.M.Burston
R.N.Ibbett
S.Michaelson
A.J.R.G.Milner

Telephone: 031-667 1081 Ext 2794

Telex: 727442 (UNIVED G)

FILE COPY

Department of Computer Science

University of Edinburgh
James Clerk Maxwell Building
The King's Buildings
Edinburgh EH9 3JZ
Scotland.

DR AFT

Mr Oliver,
Master of Works,
Infirmary Street.

My reference: JCD:hlc

May 28th, 1986

Dear Mr Oliver,

There has been a marked increase in the need for more security in this department's computer halls. This is very largely due to the change in technology from mainframe machines to mini computers and now micro computers. You will obviously be aware that the "micro" is considered a valuable and attractive item. At present there are various types of this device in this area as well as plotters, printers and many expensive graphics monitors. There are also many VDUs.

Over the years our machine halls have been entirely accessible at all times and unfortunately this has developed into the situation where they have actually become a thro route to other parts of the building. It is therefore now considered necessary to increase the security level of this area and allow access by keycard to authorized personnel or students only.

I have submitted the enclosed estimate of a security system which will satisfy this requirement allowing us up to 600 users. This requires various changes to the building fire routes and doors which I have identified on the attached description.

I have had a meeting with Mr Graham, the University Fire Officer and with the appropriate officer from the Fire Brigade. We looked at the rooms together and the fire officers have instructed me how to implement the required changes. Therefore the attached proposal has already been approved in principle.

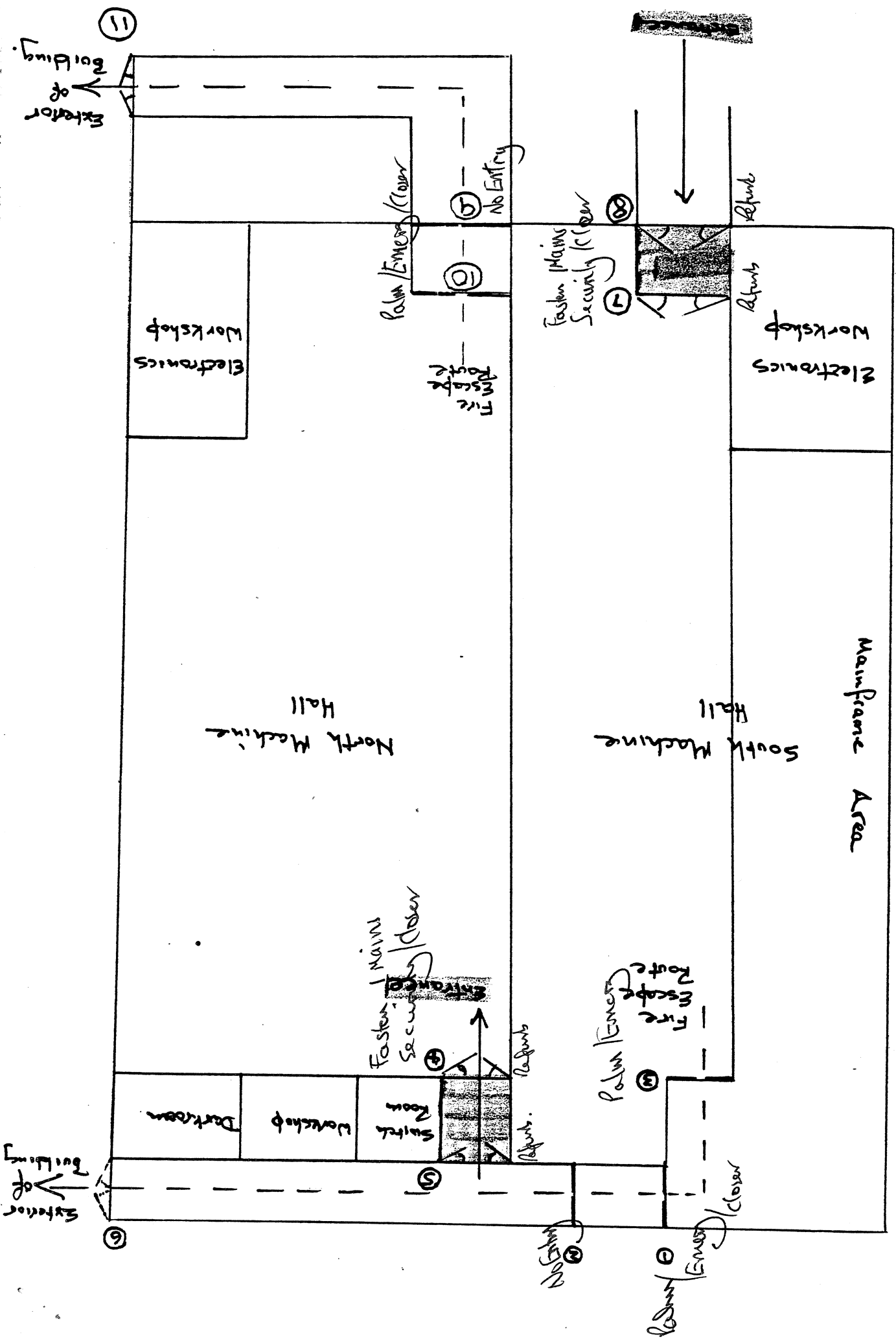
I therefore request that you submit this proposal to minor works committee for approval and implementation.

Yours sincerely,

John C. Dow,
Laboratory Superintendent.

Description of Changes

1. Fire doors 1, 3, 10 to be fitted with a Palm Latch and notices attached stating "Emergency Exit Only"
2. Fire door 3. Fit with notice saying " Emergency Exit Only." "No other use permitted".
3. Entrance door 4, 7. to be fitted with selected security system locks and card readers. This will be done by security firm.
4. Doors 4, 7, 1, 10, to be fitted with a high quality door closer in order to maintain security.
5. Doors 4, 5, 7, 8, to be examined and if necessary refurbished. These have been main access doors and have been damaged over the last 10 years.
6. Doors 4, 7. One leaf of these doors will have to be securely fastened at the top and bottom.
7. Doors 4, 7. At a point in the ceiling void beside these doors supply a mains outlet (13A) power requirement will actually be very low.
8. Exterior of door 2, 9. fit notice saying "NO ENTRY".



Notes on Departmental Meeting held on Friday 2nd May 1986
in Room 3309, JCMB, at 3.30 p.m.

Present: RNI,WEX,RC,FDC,DB,JCD,IMN,MRJ,AJS,KK,MCP,JJ,KEVIN,LINDA,KJC,
RM,MCN,DJR,GF,SUN,NGT,RNP,GORDON,FRED,ARCH,SM,JHB,ALI,D,TS,FS,AM,
ASW,PDS,KBD.

Apologies: RB,F Hansell.

1. Chairman's Business

PDS asked meeting to check the Notes of 11th April meeting, item 2, relating to 4th year students - special access could be made out for this group. Meeting agreed that the notes were accurate.

(a) Staffing

PDS introduced Linda Wilkie to the meeting. He reported 1 week to go to deadline for CO advertisement. A large number of applications had been received. PDS reported appointment of Kevin Mitchell to lectureship in the department.

(b) Vacation Students

Students had filled in applications for jobs. Staff were asked to ensure that bids made for students were necessary.

(c) Interview Committees

Meeting were asked to suggest names for interview committees. Posts for 2 lectureships and 5 COs were available. Posts would cover support for 1st and 2nd year teaching, personal machines, VLSI design software, graphics, databases, disk processing, compilers and Unix. RM suggested 1 post be allocated to Complexity. PDS proposed committee of himself, RNI, SM, 1 Theory Professor and DJR. MRJ asked if the interviewing committee could be broader-based and SM asked to stand down to allow another member of staff to be appointed. RM proposed a junior member be co-opted and MRJ was nominated and agreed to serve on the committee. RNI suggested a senior member of COs staff in department be involved with the CO posts.

(d) Visit by Dean's Committee etc.

The meeting discussed the visit and the following timetable was agreed.

First 5 minutes with PDS and Senior members of staff. Committee would visit Machine Halls, Block O/P, Hardware Labs (6th floor) and Real-Time demonstration.

Real-time demonstration

Action RC/JHB

VLSI Design

Action DJR/KJC

Graphics

Action RAM

LCFS demonstration

Action RB

Wire wrapping machine

Action RNI

(e) Other Matters

Data Protection

Paper had been considered at Faculty meeting and accepted. Faculty Working Party would not make a complete report until Autumn 1987. RNP said W/P had recommended that Faculties should look into possible alternatives. Schemes were proposed for Faculties who did not wish to make their assessments public. W/P wished to find a marking and grading scheme which would be satisfactory for University and students.

2. CS4 Modules

RNI suggested that CS4 students should have access to other areas of interest, i.e. a module on psychology. EE and AI are already doing this. Meeting discussed the proposal and PDS gave support. He recommended that this should be considered in advance rather than in October. Meeting agreed.

(c) Interview Committees

Meeting were asked to suggest names for interview committees. Posts for 2 lectureships and 5 COs were available. Posts would cover support for 1st and 2nd year teaching, personal machines, VLSI design software, graphics, databases, disk processing, compilers and Unix. RM suggested 1 post be allocated to Complexity. PDS proposed committee of himself, RNI, SM, 1 Theory Professor and DJR. MRJ asked if the interviewing committee could be broader-based and SM asked to stand down to allow another member of staff to be appointed. RM proposed a junior member be co-opted and MRJ was nominated and agreed to serve on the committee. RNI suggested a senior member of COs staff in department be involved with the CO posts.

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Real-time demonstration

Action RC/JHB

VLSI Design

Action DJR/KJC

Action PDS,RNI

RNI, SM and J Mavor (EE) had discussed the Professional Studies Module for the B.Eng degree. RNP and ASW (as substitutes for SM and RNI) would attend a meeting to discuss this further. Proposals would affect Joint Honours CS/EE degrees. Various options were indicated to meeting. B Eng course required both technical and professional studies to be included. Only students who had done B Eng course could become Chartered Engineers. DJR asked if CS3 and CS4 modules could be a way of doing this. Joint degree CS/Electronics modules for 3rd year were discussed. CS/AI requirements would need to be looked at.

Action RNI,SM,RNP,ASW

3. Temporary Accommodation needs 1986/87

PDS said the terminal and coffee rooms have to be moved. RC requested a quiet room for staff who found the noise level intolerable. RAM would pursue the possibility of a covered way across the courtyard.

Action RAM

4. Recruitment and Open Day

A copy of the handout circulated by Schools Liaison Office to all the schools

in UK was attached to the Agenda. SM/RC had a group looking at the problem of attracting more students. RC favoured the hire of professional publicity help. SM was planning an evening meeting with a selection of school teachers. Possible date 3rd June. SM said Faculty and School of IT were also looking into this. RC said group had considered an invitation to school pupils to spend 3 days in the department had been considered. SM reported that enquiries from a various schools had produced conflicting statements about lack of interest on the part of female students.

5. Report from Computing Resources Committee

(a) Possible need for logging off on time-out

Management of Gandalf

There was a problem with the number of lines from Gandalf to VAX. PDS said it may be necessary to monitor lines and inactive lines may be put off. AJS said number of terminals had increased to students who can come in through the network.

(b) Use of editors by secretaries.

Secretaries had been taught EMACS but this editor was using up a great deal of VAX time. S editor was being phased out so choice of VE, IE or EMACS would be available. KBD asked that proper tuition on the chosen editors be given to secretaries. EMACS was necessary for Unix users. It was agreed that the tuition on EMACS to the secretaries should not continue. The secretaries should consult with the people they work with and chose an editor to suit their area of work. HLC,MWM and DAM were s users and would have to learn a new editor. GM should consult with DAM. Meeting agreed that secretaries should use different editors according to the needs of the department.

6. Report by Computing Policy Group

JHB made the report in the absence of the secretary AB. It was decided that we should not get EPS8 lines. The plan to buy a pad will go ahead. ERCC have agreed to provide a share of a suitable (unspecified) machine for CSI in 86/87. 4 Macintoshes + 1 imagewriter should be provided for M Sc use at KB. Ethernet connection to EE has gone ahead. DJR expressed reservations about volume of traffic. SM reported on Working Party on administrative computing. Urgent need for faster editing. WP looking at suitable central servers.

It was decided that the CPG should consider improving document preparation facilities for all users. The department should replace VAX over next 3 years by a cluster of suitable machines. 50K/year for this starting with 1986 submissions. Workstations for CSI and for staff. 25 workstations would be needed. CS1b to continue to use EMAS.

7. Equipment Bids for 1986/87

There would be a meeting next week to look at bids for Faculty. CS should get about 80K, other sources would provide 25K and approximately 80K from "Shift" money.

IS1 Lab: ERCC wanted CS to put more money into the Lab. PDS hoped that cooperation between CS and ERCC would continue. Matter would be discussed at the Edinburgh Computing Committee meeting on 3rd June.
Action PDS, SM

Meeting discussed various items on submission list. RM felt that Item 14 should be made as a bid to SERC if Suns were only for particular people to use. JHB said disc preview was very costly. KK pointed out that people should be able to use TEX correctly and therefore preview facilities would be unnecessary. It was agreed that Item 14 would be left for discussion later in the year but that there should be 1 or 2 preview facilities available in the department.

Item 13 was discussed. Some staff present felt it was excessive and asked how it would fit in with CPG's strategy. RNI suggested this item should be put off for at least one year.

JJ was asked to cost out Item 19 and JHB would chase up other CPG items.

PDS said Items 12 and 15 would come from "Shift" money. RNI asked for an addition of 21K to Item 5, 3K should be added to Item 6 and Item 16 should be listed as a CPG bid.
Action JJ

8. Other Matters from April Meeting

PDS asked meeting to note KBD's list of secretarial services attached to agenda.

RNP said that various items of equipment had been ordered but not yet paid for by the department. MRJ also raised the subject of non-payment for Library books. PDS said he would arrange to release money to cover both these items.
Action PDS

RNI reported that the Board of Studies had agreed to the new timetable for CSI. PDS congratulated RNI and his group on this effort.

Notes on Departmental Meeting held on Friday 6th June 1986
in Room 3309, JCMB, at 3.30 p.m.

Present: RNI, RNP, RC, NPT, TMH, GDL, EM, RWT, GDMR, AJS, RAM, KEVIN, KK, JHB, SM, FS, PJJ, JJ, GM, DJR, PDS, DWB, FRED, DTS, ARCH, GLC, RM, KBD, KJC.

Apologies: IBH, GDP.

1. Chairman's Business

(a) Staffing Matters

Applications continued to roll in for Lecturers and CO posts.

(b) Membership of Interview Committees

PDS asked the meeting to approve the addition of Bill Aitken and Keith Farvis as outside representatives on interview committee; otherwise as on the papers circulated with the Agenda. Meeting agreed.

(c) Any other

JHB raised the subject of moving CS1 on to Amdahl. PDS said that teaching allocation not yet been resolved. As interviews for new COs would take place on Monday 10th June and for new lecturers on Monday 16th June this matter would be discussed again.

2. Arrangements for Head of Department

PDS told the meeting that his term of office ended in September. He described the present arrangements for the appointment of Heads of Departments which normally rotate through the Professors in the Department. If the professors do not wish to undertake the headship they can propose some other mechanism.

SM suggested the Professors meet and produce a mechanism for the next department meeting to discuss. He asked for any suggestions to be made in writing to him. GLC asked for a clearly defined proposal to be laid down. RNI was asked if he would be a candidate for the Headship. He would consider taking on the job in the future but preferred PDS to continue for sometime.

The meeting discussed various methods of relieving the Head of Department's workload and PDS said that he had allocated one of the new CO posts to cover administrative assistance to the H of D.

It was agreed that SM, RB, RM and RNI would draw up a proposal for the appointment of a present Head of Department from October and also a proposed mechanism to cover the appointment of future Heads. It was proposed that the Head of Department should be entitled to a reduced share of teaching duties. The meeting agreed all the proposals.

Action PDS, SM, RB, RM, RNI

3. Computer Science Building

(a) Progress of New Building

RAM reported that everything was on schedule. He had circulated information about keys and mail about coffee room. No comment had been made on suggested use of Physics Lab for coffee room. JHB said 2308 can be utilised. Physics had offered Room 2305 for use as a terminal room. RAM said a quick decision was needed on 6th floor Common Room as Chaplaincy also used it. After discussion RAM proposed Room 2305 should be used as Coffee Room. More terminals could be put into Room 2308 and up to 15 in the Machine Halls. Meeting agreed to use Room 2305 for Coffee Room and terminals to be spread around.

Action RAM

(b) Accommodation during 1986/87

RAM had circulated the new room plan. A few suggestions had been made and he would discuss them with PDS. GM expressed his regrets on the distance between DAM and himself. RAM, GLC and JCD would meet with Master of Works to discuss outstanding matters. Discussion of corridor alcoves for laser printers would be raised again.

RAM and PDS would negotiate with Elizabeth Mackay on the room beside the lecture theatres or use of Room 3217 for a quiet room. The sensors to measure heating in corridor 16 were being moved to a better spot. The heating problems would be discussed with Master of Works.

4. Security system for Machine Halls

Minor works have agreed to pay for this. The system can be extended to include the new labs. PDS approved the suggestion that the system should be extended to cover the photocopying room door. After some discussion the meeting agreed to go ahead with the installation of this system.

Action RNI, JCD

5. Matters arising from May meeting

1(b) Vacation Students

PDS asked that people who wished to employ vacation students should fill up forms. A waiting list of students is now available. GLC asked for a list of the subjects that the students are doing to be provided. Meeting agreed.

Action ASW

1(d) & 4. Visit by Dean's Committee and Open Day

PDS congratulated the people who had been responsible for the organisation of both the Dean's Committee visit and the Open Day. AJS and GDMR agreed to produce another video for the next Open Day. The video produced at short notice for this year's Open Day was highly commended. JHB will produce a document giving guidance for future Open Days and he and GM will look into the cost of providing more professional literature for Open Day and for circulation to schools and the use of a P R firm for this purpose was raised. The Information Office would be approached for possible P R names. PDS asked the Open Day organisers to indicate the sum of money to be allocated to an Open Day Budget. He also stated

that he would be looking for someone with a flair for publicity when interviewing for the new posts.

Action JHB,GM,AJS,GDMR

1(e) Data Protection

There was no more information on this.

2. CS4 Modules - to be carried forward.

2. Professional Studies Module for B Eng Degree
RNI said proposals had been put forward for a half course in 2nd year but EE were no longer in favour of this. EE were now looking at putting extra modules into 3rd year which would mean raising the number of modules above 10. Other engineering departments were having difficulty in agreeing with the content proposed by EE but RNI believed that CS would have to do something for the B Eng degree and that CS and EE would be able to agree on content, particularly in view of the joint CS/Electronics course.

7. Equipment Bids for 1986/87

PDS told the meeting that Edinburgh Computing Committee had agreed to put money into the ISI Laboratory. 15-17K will be provided.

The equipment meeting had taken place and JHB would circulate a copy of the final list.

Action JHB

8. Other matters from April Meeting

In paragraph 2 of the Notes from the Meeting the first sentence should read "RNP complained about a freeze on library expenditure which caused considerable delay in the delivery of books".

PDS apologised for the delay concerning non-payment of Library books but as his discussions concerning the Library Grant had not yet been settled.

Action PDS

6. **Any Other Competent Business**

RC represented the Department on the School of Information Technology Committee and asked if someone else could be appointed in her place. RNI agreed to replace her in session 1986/87.

Action RC,RNI



Department of Computer Science

Memorandum

To All Staff
Postgraduates

From Peter Schofield

Date 3rd July, 1986

AGENDA FOR DEPARTMENTAL MEETING

to be held on

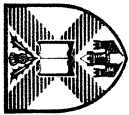
FRIDAY 4TH JULY 1986

TIME: 2.00 p.m.

VENUE: Room 5210

Raised by

- | | | |
|----|--|-----|
| 1. | Chairman's Business | PDS |
| | (a) Report on Staffing | |
| | (b) 1986/87 Equipment money from Faculty | |
| | (c) Update on teaching allocation. | |
| 2. | Verbal Reports from: | |
| | (a) Technical Resources Committee | RNI |
| | (b) Computing Resources Committee | PDS |
| | (c) Syllabus Committee | RNI |
| 3. | Arrangements for Appointing Head of Department | SM |
| 4. | Award of M.Sc Degree with Merit | FS |
| 5. | Matters arising from June meeting | - |
| 6. | Any other Business | - |



University of Edinburgh

Department of Electrical Engineering

School of Engineering, The King's Buildings, Edinburgh, EH9 3JL

031-667 1081 Ext

Head of Department & Chair of Electrical Engineering: J. Mavor, FIEE (ext 3591)
Professor of Physical Electronics: A.E. Owen, FRSE (ext 3263) Telex 727442 (UNIVED G)

13th June 1986

Dr F Stacey
MSc Course Organiser
Department of Computer Science
Kings Buildings

Dear Frank,

Award of MSc Degree with Merit

While all the students who have left the Electrical Engineering department over the last few years with an MSc degree have achieved the required standard, it is often the case that they cover a very wide range of abilities. It seems to me to be unfortunate that there is no mechanism which would allow us to recognise that some of the students have performed better than others. To this end I would like to propose that an MSc degree in the Faculty of Science could be awarded with Merit. Perhaps the top 10-15% of the class could receive this distinction which would be based on both the students written work and his project.

This existence of this award would, of course, make the work of the examiners meeting slightly harder as another line would have to be drawn and so the project in particular, would have to be more carefully assessed. However, this is a problem which is routinely faced at undergraduate level and should not present any department with any real problems.

If it is to be possible to make this award this proposal will have to go first to the Faculty of Science Postgraduate Studies Committee and onwards to Senatus. This is a particularly opportune moment to make such a change as a working party has just been set up to examine all the MSc regulations. Further, there are tentative proposals to make it possible to award the PhD with merit.

I am writing to the Heads of all Departments which run MSc courses in the Faculty of Science (and their Course Organisers) to ask them their views on this proposal. Could I please ask you to let me know your thoughts on this matter as soon as possible.

Thank you.

Yours sincerely,

Dr H M Reekie
MSc Course Organiser.

Computer Science Equipment Requests, 1986/87 - Summary

Notes for Departmental Meeting to be held on Friday 4th July, 1986

1:	New VAX discs	£ 27600
2:	CS4/MSc/Research projects - hardware support	£ 9816
3:	Phased replacement of ageing V200s	£ 11200
4:	APMs - Graphics upgrades	£ 11900
5:	Microlab - File server	£ 10000
6:	Microlab - Upgrades to existing Apple Macintoshes	* £ 1449
7:	Microlab - New Apple Macintoshes	* £ 5000
8:	Microlab - Applications software	* £ 1000
9:	Apple Macintoshes for MSc. use at KB	£ 6800
10:	APMs - tape drive for filestore backup	£ 4167
11:	CS4/MSc/Research projects - hardware support	£ 2247
12:	APMs - Hardware support for UNIX	£ 9000
13:	APMs - Unstructured image capture system	£ 2936
14:	CS4/MSc/Research projects - hardware support	£ 6027
15:	Additional Ethernet capacity	£ 1200
16:	Phased replacement of ageing V200s	£ 5600
17:	Suns for undergraduate teaching	£ 14000
18:	Sun workstation support: Disc for Pyramid	£ 7000
19:	Laser printer for public area	£ 5750
20:	Microlab: Tape backup for filestore	£ 4000
21:	APMs - Hardware support for UNIX	£ 6750
22:	Contribution to sheet-feed plotter for VLSI support	£ 4200
23:	Workstations for undergraduates	£ 30000
24:	VFR2000 slide production system	£ 2800
	Total	£ 190442

Items marked (*) represent half of a proposed joint submission

1. (a) I believe that the following will be accepting the offers made as below:

Lecturers : Stuart Anderson (Heriot-Watt)
Kyriakos Kalorkoti
Kevin Mitchell

Temp Lecturer: Rob Pooley (BRCC)

Assistant C.O.
(CO/1) Mike Allen (University College, London)
Jo Blishen (Our M.Sc course)
Russ Green (Our M.Sc course)
Julian Turnbull (Our M.Sc course)

1. (b) Our equipment bids to Faculty are given opposite. At the time of writing, I have not yet had confirmation of our allocation, but I believe it will cover items 1-12. I hope for confirmation by the time of the meeting.

P.D. Schofield

DEPARTMENT OF COMPUTER SCIENCE

Rules for the choice of Chairman

- a) The duties of Head of the Department shall be carried out by the Chairman.
- b) The Office shall normally be held for three years at a time.
- c) The office of Chairman shall be filled by election from among the full-time tenured teaching staff of the Department.
- d) Each candidate shall be nominated and seconded in writing by members of the electorate. The candidate shall agree in writing to his nomination.
- e) No eligible party shall lightly decline candidature.
- f) The electorate shall consist of all those research, secretarial, teaching and technical staff employed by the University to work at least half-time in the Department.
- g) The election shall normally take place at least one term before the Chairman demits office.

SM. 4/7/86

DEPARTMENT OF COMPUTER SCIENCE

Rules for the conduct of the 1975 Election

- a) The election shall be organised by a Returning Officer chosen by the Departmental Meeting. A Teller shall also be chosen by the Departmental Meeting. The Returning Officer and the Teller shall not be candidates.
- b) The Returning Officer shall prepare an electoral roll and circulate it to all electors in time for errors to be corrected before the poll.
- c) The Returning Officer shall fix a time for the poll and arrange for votes to be cast by electors who cannot vote at the fixed time.
- d) The Returning Officer shall call for nominations at least three weeks before the poll and nominations shall not be accepted less than one week before the poll.
- e) The Returning Officer shall furnish each elector with a ballot paper bearing the names of all the candidates.
- f) Each elector shall be asked to mark the name of the candidate he or she prefers and to place the folded ballot paper in the ballot box.
- g) At the end of the poll, the Returning Officer and the teller shall count the votes cast for the candidates.
- h) The Returning Officer shall announce the votes cast in the poll and if there is a tie he shall arrange a further election between the candidates who tied for top place. The Dean should be asked to resolve a further tie.

7th May, 1975

APPENDIX III

PROCEDURE ON HEADSHIP OF DEPARTMENTS

A. *DEPARTMENTS WITH ONE PROFESSOR*

1. The Professor will normally be the Head of Department.
2. Exceptionally, if the Professor does not wish to be Head of Department, he may (a) nominate someone else, or (b) propose a mechanism for electing someone else – in either case subject to the approval of the Dean, and for a specified period of say three years.
3. If it becomes clear that the non-professorial members of the Department would like the Professor to give up the Headship, and he is resistant to such a change, the matter shall be resolved by the Dean.

B. *DEPARTMENTS WITH TWO OR MORE PROFESSORS*

1. The Headship will normally alternate between or rotate among the Professors, at intervals of say three years, by mutual agreement; the Professors may, however, agree that one of them should retain the Headship.
2. If the Professors cannot agree, the matter shall be resolved by the Dean.
3. If none of the Professors wishes to be Head, or if the non-professorial members of the Department are dissatisfied with arrangements, then the procedure in A2 or A3 shall be followed.

C. *DEPARTMENTS WITH NO PROFESSOR*

1. In a Department which has one member of staff at Reader or Senior Lecturer level, that person will normally be Head, and the arrangements under A. will apply *mutatis mutandis*.
2. In a Department which has more than one Reader or Senior Lecturer, the arrangements under B. will apply *mutatis mutandis*.
3. In a Department which has more than one Lecturer, but no one of higher status, the Headship will alternate between or rotate among the Lecturers, subject to the approval of the Dean.

D. *INVOLVEMENT OF THE DEAN*

1. If a dispute concerning the Headship arises in the Department of which the Dean is a member, it shall be resolved by the Principal, or by a Vice-Principal nominated by the Principal.

Notes on Departmental Meeting held on Friday 4th July 1986
in Room 5210 JCMB, at 2.00 p.m.

Present: RC, ALI, MIC, DWB, TMH, NPT, JCD, AJS, JJ, KK, MRJ, KEVIN, SM, RM, RNI, PDS, DTS, FS, KBD.

1. Chairman's Business

(a) Report on Staffing
3 Lecturers, 1 Temporary Lecturer and 4 CO/1's had been appointed as given in the papers for the meeting.

(b) 1986/87 Equipment Money from Faculty.
List of bids was attached to the agenda. Although not yet confirmed in writing, PDS expected approval for items 1 - 12. AJS was authorised to make an order under item 1.

Letter from Personnel Office

AIAI wished to re-style their "Computing Officer" staff as "Computer Scientists". PDS was asked to object to this style, but to do so in a constructive way, as far as possible.

(c) Update on teaching allocation (This item was dealt with later in the meeting)

2. Verbal Reports from:

(a) Technical Resources Committee

RNI told meeting that it was planned to clean up under the floor of the Machine Halls next week. Tuesday and Thursday were selected for this operation. Apologies were given for the delay in the installation of new memory due to difficulties with technical staff of firm supplying memory. Meeting agreed that machine could go down during the day to facilitate the installation.

Action AJS

(b) Computing Resources Committee

With the addition of a larger number of Computing Officers PDS hoped we could run an advisory service for students at KB. KK asked for advice on UNIX. ERCC wished CS to use GEC63 machine to run TEX. DWB and MARK would look into the proposal for TEX processing on the GEC63.

Action DWB/MARK

(c) Syllabus Committee

RNI - CS4 Joint Honours to do 6 modules. It would not be necessary to go to the Board of Studies for this change.

- Joint Honours CS/AI. It was not clear which modules should be selected for this degree.

- Joint Honours CS/Maths. Students had opted for the old scheme. New scheme should be introduced for 1987.

Discussion on Professional Studies - RNI said EE and CS were agreed on this. It was suggested that Business Studies should also be involved. Possibly one module on Professional Studies in 3rd year covering 10 hours per day for 3 days. An organisation called CRAC run an intensive 3 day course for 25.00 per student. RC

thought Careers Department were providing CRAC.

It was suggested that the Programming Methodology module should be changed to Software Engineering. RM made 2 points on this; FS and CL said it had been in 2 parts and that he could not see any clear way how verification (in the small or large) could be combined. He suggested this should be left until October.

PDS said Maths wished old Scheme to continue and regulations had been passed that next year's student could follow the old curriculum. RC asked if this had been raised with Board of Studies and PDS agreed to check on this. RNI and GDP would talk to Mathematics. Action PDS/RNI/GDP

Meeting discussed the difficulty of giving the students experience of working on big problems. PDS said Stuart Anderson would be involved with this.

MSc were worried about lack of training in Imperative Programming. It was felt that there might be a possible overlap with AI Lisp course. Meeting discussed teaching Scheme to CS1.

(c) Update on Teaching Allocation

The following updates were made to the paper provided for the meeting.

1 Course organisers

Computer Science 3 should read MCN.

3. Computer Science 4 Lecture Modules

Concurrent Architectures should read NPT not RNI

4. Computer Science 3 Lecture Modules

Computer Architecture should read RNI not RNP

VLSI Circuit Design Term 3 should read RAM and not RM.

2nd Major Practical should read RNI(Convenor) FK,RWT,RM(?)

6(A). Computer Science 1A Lectures

(a) Possible SCHEME option K Mitchell to be moved out.

7. Computer Science 1B Lectures

(a) First half

Pascal should read R. Pooley, PDS

9. M.Sc. Lectures

Preliminary Programming Co. should read KEVIN Pascal

Software Tools should read FS.

12. General

Publicity generally should read Jo Blisen

Departmental Seminars should read KK

Departmental Handbook should read Admin. person

RNI wanted students to work in groups (Computer Architectures) to design instruction set in major practical and build it. 6 - 8 groups, tutor talking to each group.

Seminars - it was suggested that future speakers should talk on subjects of wider interest to the department.

RM suggested technical discussion group should be called Colloquium. PDS reported that one of the new COs would be concerned with text processing. Action KK

3. **Arrangements for Appointing Head of Department**

SM proposed a resolution "That the Departmental Meeting wishes Mr P D Schofield to remain as Head of Department, at least for the coming year 1986/87."

The meeting approved the resolution. The appointment of an Administrative Assistant to enable PDS to continue was essential.

Proposed Rules for the Choice of Chairman

The following changes to the Rules for the choice of Chairman were made:

f) should now read "The electorate shall consist of all those staff employed by the University to work at least half-time in the Department at the time of the poll."

Rules for the conduct of the Election:

"1975 should be deleted."

As the Resolution and Rules for the Choice of Chairman were accepted and Mr P D Schofield will serve as Head of the Department until the Spring Term of 1987.

4. **Award of M Sc Degree with Merit**

A letter from Dr Martin Reekie, MSc course organiser, was attached to the Agenda. SM drew the meeting's attention to the mention of a Working Party in paragraph 3 of the letter. The Department had not been informed of any working party and would like to have its findings considered by such a group. Discussion then centred on the issue of assessment in the MSc course. Current regulations demand that a student pass both the written examinations and the project phase at MSc level. The meeting voted for abolishing this 2 hurdle scheme and replacing it with a scheme in which the written examinations and project were considered together at the end of the course. The meeting was not in favour of introducing an MSc with merit. RNI suggested a best student prize.

Action PDS

5. **Matters arising from June meeting**

Library money was now available.
List of Vacation students would be put in the Newsletter.

Action KBD/HLC

Date of Next Meeting

There would be no meeting in August unless specially called. The next meeting would be Friday 5th September 1986.



Department of Computer Science

Memorandum

To All Staff
Postgraduates

From Peter Schofield

Date 4th September, 1986

AGENDA FOR DEPARTMENTAL MEETING

to be held on

FRIDAY 5TH SEPTEMBER 1986

<u>Time:</u>	15.30
<u>Venue:</u>	Room 5210

raised by

1. Chairman's Business
 - (a) Staffing PDS
 - (b) ML Course 15-19 September
 - (c) Information needed by RNI, JHB
 - (d) Any other
2. New Building work RAM
3. CPG proposal to buy MicroVax SM
4. Status of possible SCHEME/ML course PDS
5. Teaching Allocation 86/87 PDS
6. Any other teaching matters 86/87 PDS
7. Report from Technical Resources Committee JCD
8. Funding arrangements for Coffee Club FS/JHB
9. Matters arising from June meeting
 - (a) Award of M.Sc with Merit
 - (b) Any other
10. Any other business.

Item 3 : CPG Proposal to buy MicroVax.

On Wednesday, the Computing Policy Group recommended that we spend the 1986/87 "Pot of Gold" equipment money on a Micro Vax, as in the attached paper.

Peter Schofield

Item 5 : Teaching Allocation

An update on the earlier list is attached.

Peter Schofield

Item 8 : Coffee Club Funding.

FS has obtained figures for possible renting of a coffee vending machine; alternatively, JHB has proposed a method of improving the collection of money for a scheme more like the previous scheme.

Peter Schofield

By FS :

Kate and I briefly investigated the possibility of renting a coffee vending machine. We acquired useful information for only one model of machine from two different lease holders.

The Machine

In one cycle of operation it dispenses one shot of freshly filtered ground coffee. The user must insert a cup and supply milk and sugar. The operator (coffee club) can set three parameters:

- (1) the weight of ground coffee supplied per shot, (2) the volume of water supplied per shot and (3) the amount of money which must be inserted per shot. The machine does not dispense change.

Physically the machine is table top size - 30" high, 10" wide, 19" deep.

It must be plumbed to a water supply and connected to an electric supply.

Rental Conditions

The lease holder charges a fixed monthly rental over a minimum leasing period of 5 or 6 years.

The Cost

The problem is to arrive at a realistic cost per cup based on fixed rent per month, (fixed) consumables (coffee + filters) per cup and number of cups consumed. The following attempts to reduce all this to cost per cup on a variety of assumptions.

Coffee: manufacturers recommend 5gn/7oz cup!!
coffee cost (approx) £10/Kg = 1p/gram.

Hence coffee cost 5-10p per cup depending on size and strength.

Filter Paper Unknown - still being investigated.

Rental 2 firms involved. Rental £18.31 per week in one case, £53.19 per month in the other. I take a month to be 21 working days on average.

Item 8 continued.....

cups/day	cost/cup	
	£18.31/week	£53.19/month
50	7.3	5.1
100	3.7	2.5
150	2.4	1.7

Conclusion

Cost would be about 10-12p per cup - for a 7oz cup.

Frank Stacey

Item 9(b) Award of M.Sc with Merit

A proposal from Martin Reekie, M.Sc course organiser in EE, was rejected in July, on the basis of a very sketchy letter from M. Reekie. He has now sent in a more detailed letter. I would not want to allow this decision to be re-opened at a meeting which may not be as well attended as a term-time one. I am inclined to hear any immediate comments and circulate the letter for all to comment upon.

Peter Schofield

Option 1:

Large MicroVax 2 (Q3)

MicroVax 2 Processor
 5Mb memory
 Ethernet
 8-line multiplexor (DHV11)
 71 Mb 5.25" Winchester + controller (RD53 + RQDX3)
 95 Mb streamer tape + controller (TK50+TQK50)
 2 * 800Kb 5.25" floppies (RX50)

8 User MicroVMS licence
 DECNet, Databtrieve and Pascal licences and warranty (free)
 Media and documentation for above

Installation sundries
 1 year warranty

£ 30015 inc. VAT (package quote)

Essential upgrades

£ 1656 Large disc controller (Emulex QD32 MSCP 2-drive controller)
 £ 2990 8Mb Ram card
 £ 4140 300Mb disc (2333)
 £ 1136 DECNet media charge for ECSVAX

£ 39937 minimum price for a useful system including VAT.

Optional additional upgrades

£ 1256 extra for Console (we may be able to avoid this)
 £ 2185 extra for 370 Mb disc instead of 300Mb (Eagle at £ 6325)
 £ 3910 extra for 561 Mb fast disc instead of 300Mb (Super Eagle. at £ 8050)

£ 43847 for a preferred system including VAT

If we assume that the Department purchases the preferred system above, Alex Wight purchases the minimum configuration and DEC award 50% of the cost then the figures have to be rearranged slightly (DEC would not be inclined to award a grant towards third-party hardware such as the Discs) so we purchase 2 MicroVaxes as above upgraded to 8Mb at the 50 price of £ 33005 the pair then upgrade one with an Emulex controller and 561 Mb disc provided DEC will approve this. If not we will have to purchase a large DEC disc which will cost more but will still be attractive.

Option 2:

Sun 3/160M-4 SunServer

68020 processor (16.67MHz, 2Mip)
 8Mb Ram
 16 channel sync. DMA multiplexor
 280Mb disc
 0.25" tape
 Ethernet

package quote

£ 42032

Optional upgrades

? Display head
 £ 6130 extra for 560 Mb disc instead of 280Mb
 £ 4566 extra for 3/260 4Mip processor instead of 2Mip
 £ 12662 extra for both

£ 48162 for a preferred system including VAT

Option 3:

Orion Supermini
 Processor (OR-CPU16)
 8 Mb memory (4* OR-MEM2)
 12-line DMA Multiplexor (OR-MUX)
 Ethernet/X25 DMA controller (OR-COM)
 474 Mbyte fixed disc (OR-F474)
 Dual Density 0.5" tape (OR-9600)
 Tall cabinet (OR-ENCL)
 Orion operating system (4.2bsd) (OR-OTS)
 Pascal (OR-PAS)

£ 8482
 £ 12600
 £ 1714
 £ 1644
 £ 12666
 £ 7097
 £ 1319
 £ 1143
 £ 800

£ 47465 for an equivalent system

John Butler

ITEM 3: CDS held considered 3486.

The proposed Administration/Vax replacement machine

We have allocated £40000 for an administration machine/Vax replacement. We must now decide what to purchase.

The specification of this machine has gone through three iterations.

Stage 1 was to realise that the secretaries were virtually unable to perform the work demanded of them due to poor ECSVAX response, particularly to editing. They also had no access to WYSIWYG or high-quality document preview facilities. This produced an initial specification for a small mainframe or supermicro but this was immediately abandoned on grounds of cost (ca. £5000 per secretary).

Stage 2 was to widen the specification to include all aspects of administration and text processing. £40000 was allocated to this from Shift money.

Stage 3 was to note that ECSVAX is now over 7 years old and due for replacement soon. The current discussion allows for the purchased machine forming the nucleus of an ECSVAX replacement.

This note assumes that we have about £40000 to spend on a new machine or machines and examines some of the arguments.

We want a machine which supports the software we want to run with the maximum performance and to be able to install it with the minimum upheaval and minimum maintenance overheads. We want to capitalise on experience and effort within the Department.

On this basis I would say we should purchase more of what we have already rather than launch out in new directions. In practice this means

Unix on either Sun, Orion, Vax or Gould or VMS on Vax.

Pro Unix:

There's a lot of it about.

A significant proportion of the Department like it. It has hassle-free Unix-Unix communications.

Anti Unix:

It performs poorly.

A significant proportion of the Department ^{vs} dislike it.

It has poor security and poor load sharing.

It offers a somewhat restricted range of general-purpose software.

Most of the pro-Unix lobby see Unix as it is implemented on powerful single-user personal machines and like the Unix mainframes less.

We aren't allowed to teach the structure of Unix or allow commercial use and may be restricted in what nationals we allow onto it due to Unix licencing restraints. It has poor X25 communications

Pro VMS:

We can integrate it easily with our existing service.

It's a proven and competent multi-user operating system with no major drawbacks.

We expose students to more than one operating system. It has hassle-free communications both VMS-VMS and

Anti VMS:

Ties us to DEC rather

Of the various machines,

Gould is an outside possibility - If we approached Gould saying that we liked the existing Gould so much we wanted more (e.g. a P/N6000) they might underwrite some or all of the cost. Time and inclination are against this, plus the Gould is something of an unknown quantity still.

Orion runs a competent Unix service at Kent and elsewhere but does not offer a great deal that MicroVax does not. It also is something of an unknown still and it is not clear what software is available for it.

Vax we know about. MicroVax less so, but they are designed as multi-user mainframes (as evidenced by fast disc channels and DMA I/O multiplexors) There are also the Alex Wight and Eagle factors (see below).

Sun we know about but it is very expensive.

The two main contenders seem to be Sun and MicroVax. Costings are attached for a variety of configurations of each. Basically, a useful Sun configuration can be purchased for £48000 as compared to a MicroVax for £43000.

Two other factors weigh in favour of the MicroVax.

1) Alex Wight has been provisionally offered a 50% grant towards Vax kit by DEC. If we asked for two equivalent Vaxes they would pay for one. Alex would then use it for the duration of his project but it would eventually become available for Departmental use.

2) The recently purchased ECSVAX super-Eagle drives could be transferred to the microVax. They could not be transferred to the Sun as they are too fast for current Sun disc controllers (designed to work with the slower Eagle drives).

Item 5 : For Departmental Meeting, 5/9/86:

Update on Teaching and other Duties - 1986/87.

 * Items changed since July marked "*" *
 * Subject to further negotiation *

1. Course organisers.

	Lecture Course	Laboratory
Information Systems 1	RNP	KMH + CO
Computer Science 1A	S. Anderson	CO
Computer Science 1B	R. Pooley	CO
Computer Science 2 (Sys)	RC	CO
Computer Science 2 (Foundations)	MRJ	
Computer Science 2 (Real-time)	RC	DWB
Computer Science 3	MCN	
Computer Science 4	GJB	
M.Sc.	FS	
Theory P.G.	DTS	
CS4 Projects	RNI, SM, ASW, GJB	
M.Sc. Projects	SM, RNI, RAM	
1st year PG project reviews	GDP, SM with others	

2. Joint Degree Tutors.

CS & EE, also CS & Physics RAM
 CS & Management Science ASW
 CS & Maths GDP
 CS & AI DTS

3. Computer Science 4 Lecture Modules.

Advanced Graphics RAM
 Compiler Techniques R. Pooley
 Computational Complexity GJB
 Comp Sys Performance Evaluation ASW
 Conceptual Modelling MCN
 Concurrent Architectures NPT
 Denotational Semantics CPS
 Digital Communications GJB
 Theory of Communicating Systems RM
 VLSI Circuit Design RAM(12), DJR(6) **
 VLSI practical module DJR, NPT, RAM

4. Computer Science 3 Lecture Modules.

Analysis of Algorithms MRJ
 Computability (+ Formal Languages) S. Anderson **
 Computer Architecture RNI
 Computer Design T. Hopkins ** ?
 Computer Systems Modelling ASW
 Database Systems MCN
 Language Semantics and Implementation RM, KEVIN
 Operating Systems FS **
 Programming Methodology (? Soft Eng) B. Tompsett, KEVIN **
 VLSI Circuit Design (Term 3) RAM(12), DJR (6) **
 Op. System practical WEX (Convenor) **
 System Design practical RNI (Convenor), FK ** +
 Hardware Laboratories RNI, AH

5. Computer Science 2 Lectures.

(a) Systems FS
 Architecture PDS
 ML, Compilers KJC
 Graphics
 (b) Real-time RC, JHB, J. Ponton
 (c) Foundations MRJ, DCM

6(a). Computer Science 1A Lectures.

(a) First Half S. Anderson
 Pascal RNI
 Hardware (with 1B)
 (b) Second Half PDS, KEVIN **, FK
 Data Struct, Sorting, Prog Exec KK
 Prolog

7. Computer Science 1B Lectures.

(a) First Half R. Pooley (+ PDS)
 Pascal RNI
 Hardware (with 1A)
 (b) Second Half R. Pooley **
 Modelling, Simulation KJC
 Graphics KK
 The rest

8. Information Systems 1 Lectures.

RNP
SM
CPS
External

9. M.Sc. Lectures.

Preliminary Programming Co. KEVIN
Software tools FS
VLSI 1 DJR
VLSI 2 DJR (8), GJB (8), JFG (2) **
CAD for VLSI AD
Parallel Computation RNI (6) - on Physics option.
Hardware NPT
Operating Systems DJR (with CS3)
Performance ASW (with CS3)
Database systems MCN (with CS3)
Analysis of Algorithms MRJ (with CS3)
Communications GJB (with CS4)
Graphics RAM (with CS4)
Compilers R. Pooley (with CS4)

10. Theory PG Lectures.

Algebraic Complexity KK (18)
Further topics in Complexity
Algebras and categories DTS (18)
Program logics
Operational Semantics
ICF
Further topics
Domains
+ Modules by non-teaching staff
+ Modules with CS3/CS4

11. Student Admissions.

Undergraduates RC
M.Sc. NPT **
Research students GDP

12. General.

Directors of Studies RC, ASW, FS, RAM
Open Days (Teaching matters) (was GM) **
Open Days (Equipment) JHB
Schools Liaison WEX, SM **
Publicity generally D. Welch, J. Blishen **
Departmental Handbook D. Welch **
Departmental Colloquia KK **
Theory Seminars DCM
Departmental Computing Services JHB
EMAS Allocations JHB
Filestore allocations KMH
Liaison over New Building RAM
Room allocations RAM
Telephones GLC
Furniture KBD
Rutherford Lab. liaison KJC
Library Committee MRJ
Appleton Tower Users Ctee RNP
Undergraduate syllabus review RNI
PG Theory Syllabus review GDP, DTS, DCM

PDS

Item 9b:

Award of MSc Degree with Merit

In a letter of 13th June which was circulated to all Heads of Departments and MSc course organisers in the Faculty of Science I put forward the idea that it should be possible to award the MSc degree with merit. Such an award would be based on the students' performance in both the taught part of the course (as assessed by the April exams and any coursework associated with the modules) and the project. In other words, all work carried out by the student would be assessed.

When the Board of Examiners considered a student for the award of the MSc with merit they would not consider the student's performance as compared to that of his colleagues but also as compared to that of all MSc students, past and present. In other words the MSc would be awarded with merit if the student attained a certain standard. This should be similar to the situation when an undergraduate is being considered for the award of a First Class degree.

1/ Advantages for the Department.

It has been our experience that some good students prefer to "coast along" during their time here and, indeed, one student told me bluntly that he considered that he had done enough to get the his degree and went on a long holiday. Such experiences are particularly irritating to a member of staff who is supervising a project in which he is genuinely interested and who finally has had the great good fortune to be assigned a good student. If the student had the extra incentive given by the availability of an MSc degree with merit there is less chance than this kind of thing would occur.

As Course Organiser I am often called upon to write references for the students. I find myself using phrases such as "he was in the top two thirds of the class" or "he was very nearly top of the class" and I do not believe that this is very satisfactory. This problem would be lessened (though it would certainly not go away) if the situation was formalised by the award of the MSc with merit. Also employers who read these references will take them as the opinion of one person, whereas they would know that excellence as signified by the award of the MSc with merit would be the opinion of a group of qualified people (the Board of Examiners)

2/ Advantages for the Student.

My experience as a Course Organiser in this Department indicates to me that a student who had received an MSc with merit would almost certainly have better opportunities when it came to future employment. Almost every request for a reference I receive asks how the student performs compared to the rest of the class. This is obviously of interest to a potential employer because he wants the "best of the bunch".

Some students benefit from a goal which is higher than a "mere" pass mark and would thus work harder, particularly during the project. Even if he did not achieve the required standard he would undoubtedly learn more.

3/ Disadvantages for the Department.

The load on the board of examiners would increase. There is no doubt that this would be a problem for this department as our external examiner has not, in the past, visited us in October. However, we feel that it would be possible to circumvent this problem, given the advantages we see in separating the very good student from the "just made it" student.

It may be a problem for a Department to set a constant standard for the MSc degree with merit if it has small class sizes. Even in this Department there would be problems as we only have a dozen or so MSc graduates each year. However, difficulties caused by the setting of standards and of dealing with borderline cases are part of the standard problems that must be considered every year at undergraduate level in a University and I am afraid I really cannot see that there is a great deal of difference at this higher level.

4/ Summary

I fail to see the difference between awarding an MSc with merit and the award of Classified Honours degrees. Clearly a "better" degree result is good for the student and the classification of both degrees has resulted/ would result in students working harder. Classification of Honours degrees causes a lot of trouble and heart-searching at Examiners Meeting and it is very difficult drawing the lines. However, is that not what we are paid to do?

Martin Reekie, MSc Course Organiser, Electrical Engineering

Notes on Departmental Meeting held on Friday 5th September 1986
in Room 5210 JCMB, at 3.30 p.m.

Present: RJP,WEX,OS,CEPS,SOA,JCD,IMN,SM,FS,KEVIN,RAM,FRED,DJW,ARCH,ASW,
RC,PDS,KBD.

Apologies: RNP,GDP,RB

1. Chairman's Remarks

(a) Report on Staffing

PDS told meeting with regret of the resignations of IBH,GM,MGW and wished them well in their new appointments. The following new appointments were announced in addition to those announced at the July meeting.

Dorothy Welch, Admin/Computing Officer, from 1st October

Brian Tompsett, Temporary lecturer from 1st December

Karen McCall, secretary from 16th September.

Although still appointed to ERCC, John Wexler will spend the majority of his time during the coming year working in Computer Science.

(b) ML Course 15-19 September

PDS reported the course should take place. FS was reassured that the ML course would not interfere with the MSc students who would be working on their projects.

(c) Information needed by RNI, JHB

Meeting was reminded of the need to respond to the following requests for information

(1) the questionnaire sent out by RNI on 4th August in connection with the Annual Report. (2) checking on up-date of Syllabus document and Reading list circulated by RNI and (3) JHB's enquiry for those concerned on teaching resources. Replies to all these are required quickly.

2. New Building Work

RAM told meeting that Melville, Dundas and Whitson, the contractors, were expected to complete building within the timescale (building 11 months furnishing 1 month). Corridor 16 would become inaccessible from corridor 26 staircase and from Block O/P. Works Department had been asked to change locks on the fire door in corridor 16 and to provide occupants of the corridor with keys. Access to Corridor 16 would be through Fire Door at the end of that corridor or through the Fire Door in Corridor 14 (next to disabled toilet) which leads into the courtyard. The blockage from corridor 26 should last for 2 - 4 weeks. RAM would pursue the Works Department about the new locks and keys.

Action RAM

3. CPG Proposal to buy MicroVAX

Notes on CPG discussion on 3/9/86 (Paper CPG/86/16) were distributed to staff prior to the meeting. Correction to notes. "Delivery: Sun 3 weeks" should read "Delivery: Sun 3 months". Meeting discussed this paper and it was agreed to purchase a MicroVAX from DEC. If Department purchase MicroVAX from DEC, there is a strong possibility that ASW could be given a second MicroVAX for his research which could be, partly, available for departmental use thus getting two machines for the price of one.

Action PDS/ASW

4. Status of possible SCHEME/ML

PDS brought this item up from a previous meeting. A number of pilot schemes had been considered. Meeting felt, in general, that something should be started but that it could not be done this year. Kevin Mitchell agreed to develop material for the course which could be looked at and commented on. Possibility of giving the course to 6th year school children was considered as worthwhile.

Action KEVIN

5. Teaching Allocation 86/87

PDS made several amendments to the paper.

Item 5(a) Architecture should read RC and not FS as stated.

Item 9 MSc lectures Operating Systems should read FS and not DJR.

Item 12 Theory Seminars DCM should read Semantics Seminars DCM.

6. Any Other Teaching Matters

(1) RJP reported that the AMDAHL Pascal was substantially working and that Paul Clenahan had been applying student test programs. RJP would continue to keep a close eye on this.

Action RJP

(2) Gould

On the Gould realise 2.0 of UNIX and the Pascal Compiler would be delayed until Xmas. GDMR to keep an eye on this.

(3) SOA and RJP were asked to look at the layout of the AT Terminal Room. If major changes were needed this might be done over the Xmas break.

Action GDMR

(4) It was agreed that we should display individual photographs of staff on a noticeboard so that students and visitors could identify them.

Action RJP/SOA

(5) Due to the new building the regular noticeboard in not available and siting of new boards was discussed. GLC agreed to look into this.

Action JCD

7. Report from Technical Resources Committee

JCD reported that temperature sensors had been fitted to PDU's in VAX area. He told meeting that some redeployment of technical staff had been made. All APMs were working and there was 1 spare machine which JHB had recommended mounting on GANDALF possibly in North Machine Halls. 7 Graphics boards were nearing completion, these would be allocated to public areas. 16 more terminals would be installed at Level 3 AT.

8. Funding for Coffee Club

Two proposals have been made for the reorganisation of the Coffee Club. (1) JHBs suggested new method of payment by standing orders as well as by direct payment. (2) FS proposed renting a Filter Coffee Machine and details of costs etc were attached to the Agenda. Meeting discussed both these proposals and it was agreed to support JHB's scheme. PDS thanked FS and KBD for the work they had done on their proposal.

Action JHB

9. Matters arising from June Meeting

(a) Award of MSc with merit

A second letter from Martin Reekie was attached to the Agenda. Meeting discussed this and views were obtained from many present including some former students on the MSc course. Although PDS proposed to circulate this second letter to teaching staff; those present were still opposed to introducing the award of MSc with merit. However some would not be opposed to the award of a prize to the top student if sufficiently outstanding.

Action PDS

(b) Any Other Matters

On the question of the "2 hurdle" nature of the MSc course, many would still prefer to see the marks from examinations and project added together. SM to write a proposal for comments.

Action SM

10. Any Other Business

JCD raised the question of the attitude of servitor staff at AT. A number of incidents were described and PDS felt that this was sufficiently serious for him to call upon all staff to send him further details of any such incidents.

Action PDS/ALL

Reading → KK

AGENDA FOR DEPARTMENTAL MEETING
TO BE HELD ON FRIDAY 10TH OCTOBER 1986

Time: 15.30

Venue: room 5210

1. Chairman's Business
2. Matters arising from September meeting.
3. Matters arising from Computing Resources Committee meeting.
(PDS)
4. Syllabus Committee Matters: (RNI)
 - a) Statement of current position of undergraduate syllabus
 - b) Proposed discussion of M.Sc syllabus
 - c) Strategy for any future amendments to CS1A syllabus
(Board of Studies meets later this term)
5. Departmental Publicity. (PDS/DAW)
6. Report of A.T. Users' Committee meeting on 24 Sept (RNP)
7. AOB. *Other Depts*

Actions: Scribe to go earlier when BibTeX available

[Harry Brad]

Notes on Departmental Meeting held on Friday 10th October 1986
in Room 5210 JCMB, at 3.30 p.m.

Present: RNI,DAW,RA,GDL,WEX,TMH,DJW,JCD,NPT,KK,JHB,AD,AM,RC,LD,JJ,FS,
DB,GLC,ALI,SM,RM,ASW,PDS,KBD,ARCH,CPS,KEVIN,KJC,FRED,JST,RJP,RNP,ITB.
Apologies: GDP,MA

1. Chairman's Business

PDS welcomed Dorothy Welch, the new Administrative/ Computing Officer, Ruth Adinall, who is working with RNI as a Research Assistant and Tim Hopkins who has been appointed as a demonstrator.

2. Matters arising from September Meeting

Item 2 - New Building work

PDS told meeting that SM had noticed and acted upon a possible problem with asbestos on the site. As a result of his actions this was being most carefully dealt with by the contractors and congratulations were due to SM for his observation. GLC told meeting that the removal of asbestos had been discussed with Works Department, the Deputy Buildings Officer and the architects prior to the start of work but had not been carried out as promised. RAM and GLC would draft a letter to the Deputy Buildings Officer, which could be signed by PDS, to reinforce this point.

Action RAM/GLC

Item 5 - Teaching Allocation 86/87

(12) At the previous meeting the title Theory Seminars had been changed to Semantics Seminars. GLC requested a return to the Theory title as these seminars had become identified with that name. This was agreed.

Action GLC

Item 8 - Funding for Coffee Room

JHB asked Coffee Club members to pay their outstanding bills. Payment due on the 1st Monday of the month and then at 4 weekly periods.

Action - Coffee Club Members

Item 9 - Award of MSc for Merit

(a) PDS had told Martin Reekie of the previous meeting's opposition to awarding an MSc for merit.
(b) Martin Reekie had also been told of the Department's concern over the "2-hurdle nature" of the MSc course. SM would be producing a document on this.

Action SM

3. Matters arising from Computing Resources Committee

(a) Scribe

PDS asked meeting if it was now felt necessary to continue the support of Scribe for the period agreed earlier. AD had a query concerning bibliography: GLC said that Bibtext was provided on CSTVAX and that the feasibility of putting it on ECSVAX would be investigated. JHB was asked to put an item into the newsletter asking for comments on the early removal of Scribe.

Action JHB/GLC

(b) Support for Tex and one version of layout, decision on secretarial training

JHB said Mike Allen was working on making laser printers and associated utilities useable and asked for time till Xmas to set up the laser printers. Meeting agreed that the matter of text processors and secretarial training involved could be reviewed at Xmas.

Action JHB/MA

(c) Move Tex to GEC63

JHB said Tex on GEC63 involved a large number of ancillary files and would probably require people having accounts on GEC. Moving Tex to APMs was difficult to do but being looked at. FS asked for use of GEC63 to be publicised.

Action JHB

(d) Comments on Editors asked for from meeting

Various comments were made and meeting agreed that there was no particular need to push students to transfer to one editor only. LFCS was standardising on EMACS. It was agreed that the policy on editors should be discussed again at a later stage.

(e) Proposal on mail distribution lists

JHB asked for staff to send DAW any distribution lists. DAW/LD/JHB propose to scrap existing lists and start again. RC asked that the difficulty of contacting CS2 on VAX should be minuted and discussed at a later date.

Action DAW/LD/JHB

(f) How is AMDAHL treating CSI

RJP said students had not yet had much experience of using AMDAHL. There could be problems with the use of VECCE. JHB asked for a report of any systems problems relating to CSI. A log book is available on supervisors desk in Level 3 Terminal Room at AT for recording any service breaks.

Action RJG

(g) MicroVax Proposal

PDS said cost was estimated to be around 43-45K. He asked about any conditions and constraints in the discount deal which could involve the department. JHB said department would sign away any commercial gain from ASW's project but not from the departmental machine. DEC had standard conditions which were stated in writing. PDS proposed to go ahead but asked for any comments to SM, as Chairman of the Policy Group, before a final decision was made.

Action SM/ALL

JHB said machine was to be benchmarked and thanked Kevin Mitchell for drawing this to his attention. PDS said AJS should get maintenance figures and a report to him.

Action AJS/PDS

4. Syllabus Committee Matters: RNI

Committee consisted of: RC,RNI,MRJ,RM,SM,PDS,FS,ASW

RNI had distributed a copy of the introductory syllabus to all teaching and support staff and copies were available if required. Programming Methodology was missing. RNI,RM,KEVIN and Brian Thompson would be working on this. Any errors in the document should be reported to AMF. Any changes would be decided later. Professional Studies for BEng had been discussed with EE, EE and CS were in agreement. Syllabus committee now looking at modules for joint Honours students. Fred advised against wide distribution of syllabus document to other departments sharing joint Honours degrees.

GLC and RM proposed that the syllabus document should be distributed to all members of staff and that topics to be discussed by Syllabus Committee should be made available for comment prior to the committee meetings. This was agreed.

Action RNI

5. Departmental Publicity (PDS/DAW)

KBD,JHB and GLC were also added to list of interested people. School liaison, documents, Board of Studies, need to talk to industry, Open Days were all items to be considered. RJP said prospectus for industry was needed but priority should be for readable content rather than a glossy production. RM asked for chairman to be appointed and RNI agreed to convene this group which primarily involved DAW and JTB. RNI would call initial meeting of whole group to discuss the kind of documentation which would be needed.

Action RNI,JTB,JHB,GLC,RC,KBD,SM,PDS,ASW,DAW,WEX

6. Report on AT Users Committee (RNP)

RNP said the committee had shown a lack of response to his complaints. More

evidence was required. At the A T User's Committee meeting the Vice Dean had suggested circulating a list of duties of the servitors to members of the committee and asked if any of the duties defined had been breached. RNP felt the matter should be taken further. PDS agreed to contact other H of D's, and the Extra Mural Studies Department, using AT to ask if they have any evidence to support our case.

Action PDS

RNP asked AT Users Committee for use of additional terminal room 3K. This had been secured until Xmas. RNP has asked about opening AT at weekends and, if the department were interested in this, it should be taken up with Buildings Officer.

7. A O C B

RC asked about a notice board for CS2 tutorial notices. GLC told meeting he had identified a number of places for boards i.e. outside Coffee Room (Room 2308), adjacent to lifts on Level 2 at Main Entrance which could be used to mount the individual photographs of staff in the department and in the Machine Halls for student notices. PDS said GLC would need to consult with the Administrator for the building before proceeding. CS2 tutorial list to go in the Machine halls. JHB said 2 noticeboards were available on South wall of Machine Halls. DAW to be informed about noticeboard matters.

Action GLC/JHB/DAW

List of Administrative Duties

SM asked for an up-to-date version to be supplied. It was agreed that secretaries names should be added to the list. KBD would supply these names.

Action PDS/KBD

Data Protection Booklet

RNP had ordered 600 copies of this book to be circulated to all members of staff and students.



UNIVERSITY SERVICES OFFICE
56 BUCCLEUCH STREET
EDINBURGH
EH8 9LP

TELEPHONE NO.
031-667 1011
EXT. 6300
TELEX 727442 (UNIVED G)

21st August, 1986

Our Reference: ABA/CWT
Your Reference:

Dr. J.C.P. Schwartz,
Vice-Dean,
Faculty of Science,
The King's Buildings.

Dear Dr. Schwartz,

DUTIES OF UNIFORMED STAFF.

Following our telephone discussion of yesterday's date I now enclose 2 details showing the general duties of members of the Uniformed Staff.

The small copy headed Portering Services is an extract from the circular issued by the Universities Joint Committee for Manual and Ancillary Staffs and the majority of our servitors are in the MC4 group.

The larger sheet is the current standard guide line as issued to Janitors and you will note that under sections M and N other duties may be carried out.

I would suggest that you discuss any variation with Mr. White, the Superintendent of Uniformed Staff so that full agreement is reached before any changes are implemented.

In my view, provided the men have time, there should be no objection to them being required to operate photo copying machines as they are simple to operate and could be equated to the manual operation of a telephone switchboard which is included in Group D, Section C. Should you have any query, please give me a call.

Yours sincerely,

A.B. Alison

A.B. ALISON,
SERVICES MANAGER.

22 AUG 1985	
Copies:	
Dean	
Vice-Dean	S.A.O.
Associate Dean (Gen)	Associate Dean (Gen)
Adm. Office	PG Office
ACTION	

Notes for Departmental Meeting to be held on Friday 10th October 1986

Item 3 : Matters arising from Computing Resources Committee

CRC would like comments upon the following:

- (a) Scribe due to go by September '87. Are we ready to let it go earlier? *Debbicham?*
- (b) Support for TEX and Layout (one version); review secretarial use and training by Christmas. *Bitex*
ESUAX
- (c) As much TEX as possible to be moved to GEC 63 machines. *Revised*
- (d) Micro-EMASS and VECCE preferred editors. Inclination to favour Micro-EMASS in future. Comments w.r.t. first year? (Suppose we move them off EMAS to personal machines?) *Publicize*
- (e) Proposal to rationalise mail distribution lists under control of DAW/LD/JHB. *40K.*
SD Robinson
- (f) How is Amdahl treating CSI? *Paint James*

Item 5 : Departmental Publicity

Two new members of staff, Dorothy Welch and Jo Blishen, have both been appointed to the department with one of their duties designated as departmental publicity, an activity in which we have started to do a bit but not yet anything like enough. The following are known to be interested to take part:

Dorothy Welch, Jo Blishen, Sidney Michaelson, Roland Ibbett, Peter Schofield, Rosemary Candlin, Alex Wight, John Wexler (especially schools).

A number of people have indicated a willingness to co-operate. How do we co-ordinate this upsurging enthusiasm?

Item 6 : Report of A.T. Users' Committee meeting on 24 September

See paper attached.

AD

ISI

DUTIES OF UNIFORMED STAFF

The following information for uniformed staff is meant to act as a guide, and it is liable to be altered from time to time as conditions change.

1. GENERAL INSTRUCTIONS

The Superintendent of Uniformed Staff, acting under the instructions of the Services Manager, will issue instructions applicable to the post.

2. 1) GENERAL

Uniformed staff are responsible for:-

- a) Distribution of internal and external departmental mail.
- b) Attending on classes and examinations.
- c) Checking first aid boxes.
- d) Acting as receptionists and looking after keys and security.
- e) Dealing with enquiries from visitors and, when required, conducting visitors to departments and offices within the building.
- f) Taking charge of property left behind by students and staff, and handing such property to the Janitor.
- g) Taking charge of University property, e.g. film projectors and other equipment.
- h) Keeping the vicinity of buildings tidy and clear of litter.
- i) Clearing snow from all steps and entrances to their buildings.
- j) The cleaning of blackboards.
- k) Reporting to the Janitor any building defects on their premises.
- l) Portering.
- m) Such other duties as may be designated by the Superintendent of Uniformed Staff.
- n) Such other duties as may be required in the department (if these are not considered to be those of a servitor the matter should be reported to the Janitor).
- o) Checking that all the windows are secure and all external doors are locked when a department closes.

ii) PERSONAL

- a) All members of the uniformed staff must be properly dressed in their uniforms/dustcoats at all times on duty.
- b) You should not leave the University buildings during working hours without permission.
- c) You should not smoke in public or during the execution of your duties.
- d) You should not read papers in public when on duty.
- e) You must not appear on duty under the influence of drink or drugs.

iii) AS THEY AFFECT STUDENTS

- a) All breaches of discipline should be reported immediately to the Janitor.
- b) No one should be admitted to classrooms, retiring rooms, or laboratories unless duly authorised.
- c) No one should be allowed to post notices without due authority.
- iv) AS THEY AFFECT THE GENERAL PUBLIC
 - a) To observe the movements of non-students and report suspicious conduct to the Superintendent of Security Services (extension 4242).

PORTERING SERVICESGROUP B

MC 2

Duties may include:-

- (a) Messenger, reception, cloakroom and general portering duties, including the operation of lifts.
- (b) Responsibility for the use and security of the car park.
- (c) General cleaning.
- (d) Driving of vehicles not requiring a H.G.V. or P.S.V. licence.
- (e) Preparation of rooms for meetings and functions.
- (f) Such other duties falling within the purview of the post as may be reasonably required.

GROUP D

MC 4

- (a) All duties in Group B.
- (b) The patrolling and security of buildings and equipment.
- (c) Reception, including the operation of the switchboard, the custody of keys, keeping of records.
- (d) Collection, sorting and distribution of mail.
- (e) Traffic control.
- (f) Accommodation services, including the receiving, moving and carrying of goods, furniture and equipment, etc.
- (g) Collection and disposal of refuse.
- (h) Such other duties falling within the purview of the post as may be reasonably required.

Section C

20

GROUP E

MC 5/6

Duties may include:-

- (a) All duties in Group D.
- (b) Supervisory duties, including written reports.
- (c) Assistance with employment and training of Groups B and D porter and other ancillary staff.
- (d) Such other duties falling within the purview of the post as may be reasonably required.

AGENDA FOR DEPARTMENTAL MEETING

TO BE HELD ON FRIDAY 7TH NOVEMBER 1986

Notes for Departmental Meeting to be held on Friday 11th November 1986

Time: 15.30

Venue: room 5210

1. Chairman's Business PDS

- (a) Purchase of Micro-Vaxes
- (b) Consultative document on Appraisal of Academic Staff
- (c) Data Protection Act and Examination marks
- (d) Any other

CO Form

Pre-Unit conference ASW, Easter.

2. New Building work RAM

- (a) Letters re asbestos
- (b) Any other

*Milk run 19/11
Approved 14/11*

3. Appointment of CS representative to Edinburgh Computer Users' Committee RNI

*No. Limit?
Justifying Comp. equip.*

*Supp reg
→ K Dawson
K Farris.*

4. Repainting of some rooms (corridors 14,24,34) JCD

5. Report from Syllabus Committee RNI

6. Matters arising from October meeting

- (a) 2-hurdles in M.Sc
- (b1) Date for demise of Scribe
- (b2) Bibtex
- (c) Departmental Publicity
- (d) Support in Appleton Tower
- (e) List of administrative duties

*18/11
found info.*

*7 ECSVAX
need 120 tape. (purchase) \$70 CAC
might put.*

7. Any Other Business

*Balance Room
L3 TP rack.*

*DHW-Booles.
Pound 3409?
LD mail.*

Item 1(a) : Purchase of Microvaxes)

After consultation following the previous meeting, a decision has been taken to purchase 1 Q2 (ASW Research) and 1 Q3 (Departmental), all with 5% discount plus 1 big disk. PDS

(b) Document on Appraisal of Academic Staff)

Only two comments on this document had been received by the deadline. Do the teaching and CO staff wish to have a meeting on this topic? PDS

(c) Data Protection Act and Examination marks)

Any comments on my draft reply to this questionnaire? PDS

Item 2 : New Building Work

Letters attached.

Item 3 : CS representative to Edinburgh

RNI reports that as a result of the case he made at the Edinburgh Computing Policy Committee, CS will be invited to appoint a representative to the Edinburgh Computer Users' Committee once again. One name that has been mentioned is JHB. PDS

Item 4 : Re-painting of some rooms

The attached note from John Dow is for information.

SM
JHB
GLC
RNI
PDS
PDS

TELEPHONE NO.
031-667 1011
EXT.

TELEX No.
727442 (UNIVED G)

OUR REFERENCE:
YOUR REFERENCE:

Mr. R.A. McKenzie
Department of Computer Science
James Clerk Maxwell Building
King's Building

23 October 1986

Dear Mr. McKenzie,

COMPUTER SCIENCE SHIFT PROJECT - J.C.M.B. - BLOCK OP

Thank you for your letter of 13 October, 1986. Dr. Sykes has replied with regard to the asbestos related tests which were carried out in and adjacent to Block OP.

As far as the other point which you raised in your letter is concerned, I think you are aware that instructions are given to contractors in a number of ways, these being, through the issued specifications, via drawings and by an 'architects instruction' from a member of the Design Team. Architects instructions can not be issued by the Clerk of Works (except in the interim form of a site instruction to be confirmed or otherwise later by an architects instruction) nor by any member of the University. If the occasion arises when the University would wish an instruction to be given, then the request must come from the Buildings Office and it would then be processed by the Architect.

The procedure for dealing with asbestos-based materials is dealt with in the specification and on the occasion in question it would appear to have been the contractor's non-adherence to this specification (in relation to completely sealing the area where work was taking place) and not any problem with the instruction procedure, which resulted in dust moving from the 'site' to the staircase landing. However, the Architect is preparing a report on how and why this happened, in order to clarify the matter. You and your colleagues can be assured that everything possible is being done to avoid a recurrence. The site is being constantly monitored by I.Q.S. and the contractor's proposed actions, as far as they relate to dealing with asbestos-based materials, are being checked by all those involved for compliance with the specification, before any further work is carried out.

/.....

OLD COLLEGE,
SOUTH BRIDGE,
EDINBURGH,
EH8 9YL



If the occasion should arise where you or your colleagues feel that an instruction should be issued, then I think you will see from the above that the correct procedure is for you to contact this office. The matter will then be discussed and if necessary the Architect will be asked by the Buildings Office to deal with the request.

Yours sincerely,

Mr. C.M. Allen
Deputy Buildings Officer

Co. Mr. P.D. Schofield,
Dr. J. Fulton,
Dr. P.J. Sykes,
Mr. A. Merrylees (Copy of correspondence + analysis reports)

RE-PAINTING OF ROOMS

The following list of rooms has been submitted to the Works Department for estimates from contractors for painting and decorating:-

LEVEL 1

1410
1412
1404
1420

LEVEL 2

2408
2414
2415
2416
2421
2422
2411

LEVEL 3

3410
3419
3420
3421
3411

It will take approximately two days to decorate each room and it would be advantageous to do them in groups of four. The contractors will NOT be available over our Christmas break, therefore it seems that, unless we delay this until Easter, we ought to proceed as soon as possible.

Would all occupants of these rooms please contact me on this matter.

John Dow

Notes on Departmental Meeting held on Friday 7th October 1986
in Room 5210 JCMB, at 3.30 p.m.

Present: DAW, RNI, JHB, RAM, KJC, KEVIN, SOA, JST, RJG, JTB, LD, DTS, DJW, GLC, SM, RC, ASW, RNP, PDS, KBD, RJP.

Apologies: RM

1. Chairman's Business

(a) Purchase of Micro-Vaxes

A decision has been taken to purchase 1 Q3 (Departmental) and 1 Q2 (ASW's research) plus 1 big disk with 50% discount. JHB will check on possible date of delivery.

Action JHB

(b) Consultative document on Appraisal of Academic Staff

PDS said two comments had been received. It was agreed that it was not necessary to have another meeting to discuss the matter. It was felt that the idea was good in theory but could be difficult and time consuming to implement.

(c) Data Protection Act and Examination Marks

DAW was collecting replies on Part 1. PDS asked meeting to look at the questionnaire attached to the Agenda. RNP said that the Faculty of Science Working Party on Data Protection interpreted the Data Protection Act as providing a loop hole in which 'raw' marks could be kept for up to 40 days without the need to disclose them. SM asked if we wished to reveal 3rd year Honours marks? It might be preferable if marks were kept on till 4th year i.e. grades should be kept instead of marks. PDS said ultimately the University would tell the Department what it is allowed to do. RNP felt the department should examine whether it was prepared to release marks. SM thought that the Department should release grades and get rid of marks.

(d) Any Other

PDS said a letter had been received from the Students' Association about the Pre-University Conference normally held at Easter vacation. He would pass this letter to RNI for the Publicity Committee.

JHB made a request for early warning about any requests for display material.

PDS said British firms were coming to recruit students on Wednesday 19th November and CS had been asked to supply a desk for enquiries. RNI and RJP agreed to man this desk over the required lunchtime period.

Action RNI/RJP

2. New Building Work

(a) RAM reproduced for the Agenda both his letter to and the reply from Mr Clive Allen, the Deputy Buildings Officer concerning the asbestos levels in the

construction work. These were well below the normal city levels and checking was continuing.

(b) No other comments.

3. Appointment of CS representative to Edinburgh Computer Users' Committee

RNI agreed with the Edinburgh Computer Users Committee for CS representation. JHB was appointed representative.

RNI reported that other department had asked about accessibility to microlabs in general. The department would be in favour or more use of AT. The committee need to look at total spending on computer resources. PDS felt the Department could justify its total expenditure but that some individual items might not be met with the Committee's approval.

Action JHB

4. Repainting of some rooms etc

PDS suggested 8 - 19 December would be suitable dates for this work. JCD was asked to check availability of painters and also get quotations for the work.

Action JCD

5. Report from Syllabus Committee

RNI - Firstly for CSIA and CSIB, the Calendar entry on pre-requisites should be the same, and should be as for CSIA currently. Secondly, the fourth year of Joint Honours CS and Maths should involve 6 modules in total, at least 2 from each department, but without constraint on specific modules. GDP had talked with the Maths Department and reached agreement.

AI and CS 1st year - SOA/DTS agreed to look at this.

PDS asked about production of papers for Boards of Studies. ASW said all 3rd year descriptions are out of step. ASW would do CSI. SOA said the entry in the Calendar should be changed to High Level Programming Language rather than simply Pascal as at present.

Action SOA/DTS/

Action ASW (for documentation)

6. Matters arising from October Meeting

(a) 2-hurdles in MSc - SM said this was not yet ready.

(b1) Date for demise of Scribe

RB had asked for this to be continued until 31st July 1987. JHB said this date should be re-advertised.

(b2) Bibtext

Action JHB

This was not mounted at present on ecsvax. New Tex distribution for VMS

(Version2.0) to be acquired which may have BibTex with it. If not we would investigate porting it from the Unix distribution. Responsibility for this matter to pass to the CRC.

Action PDS/CRC

(c) Departmental Publicity

A number of things had been discussed. The departmental handbook should be regarded as a compendium. Separate prospectuses needed as well as the handbook. DAW coordinate this.

Action DAW

(d) Support in Appleton Tower

PDS said the Convenor of the AT Users Committee at AT had agreed that problems existed but it was agreed that a kind approach by CS would encourage better cooperation. Other H of Ds had agreed to keep an eye on the situation. SM asked about Gerry Coughlan's responsibilities for Lab at AT and would like to have a detailed list of his studies. RNP would deal with this.

Action RNP

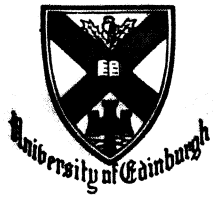
(e) List of Administrative Duties

PDS/KBD had produced a list of duties. This is not an extensive list and is intended to let people know who to go to. It should be out early next week.

7. Any Other Business

As there was no other business, the meeting closed at 1710.

Department of Computer Science



Memorandum

To All Academic Staff

From George Milne

Date 2nd December 1986

For Departmental Meeting Debate

CS and AI Joint Honours

Computer Science should reject the proposal for a joint honours degree for the following reasons:

- 1) It adds legitimacy to AI as an academic discipline which is mature enough to appear in the prospectus and be taught to undergraduates. It is still a very experimental subject and the validity of AI1 and AI2 can also be called into question.
- 2) It implies that AI is a subject in its own right and of equal "significance" as Computer Science. It is not, and a large part of AI can quite rightly be considered to be a subset of Computer Science.
- 3) It could affect our FTE's. A joint honours CS and AI may be viewed as a "trendy" course and attract some of our honours students.

While rejecting the proposal for a joint honours degree we should realise the need to teach AI as part of our Computer Science degree. I propose that AI be invited to contribute a couple of CS3/CS4 courses, alternatively we plan as a department to recruit staff to teach these necessary courses ourselves.

This proposal aims to relate AI and CS in a more realistic way than a joint honours degree would; AI being considered as a junior subject which is in reality part of Computer Science.

Please forward any comments to me by Thursday.

George Milne



Department of Computer Science

Memorandum

To All Staff Postgraduates

From Peter Schofield

Date 11th December, 1986

AGENDA FOR DEPARTMENTAL MEETING

FRIDAY 12TH DECEMBER 1986

to be held on

Venue: 5210 Time: 10.30 a.m.

raised by

- 1. Chairman's Business (a) General items (b) Chair in Computer Systems (c) Staffing policy generally (d) Additional Equipment Grant RM PDS
2. Report on LFCS RM
3. Proposed LFCS Affiliation Scheme - See attached GLC
4. Proposal for ECOSIG - see attached draft letter. RNI
5. Report from Computing Resources Committee PDS
6. Report from Syllabus Committee RNI
7. Report from Publicity Committee RNI
8. UCCA visits DAW
9. Machine Hall Security System JCD
10. Matters arising from November meeting PDS
11. Date of next meeting

LFCS Affiliates Programme

- Copies of all LFCS reports and related material
• Assistance in identifying undergraduate and post-graduate students with interest and abilities relevant to a particular company.
• A limited amount of informal consultation with LFCS staff (limited to exploratory discussions rather than "production" type work.)
• Information on all LFCS activities
• Priority for course places
• An annual meeting where the LFCS will present its work. This will also be an opportunity for industrial groups with related interests to exchange ideas and form contacts.
• Early access to experimental LFCS systems
• A regular newsletter
• Company Research Conference Service

Head of Department
P.D.A.Schofield
Professors
R.M.Burstall
R.N.Ibbett
S.Michaelson
A.J.R.G.Milner
Telefax: 727442 (UNIVED G)

Telephone: 031-667 1081 Exr 2695

Department of Computer Science
University of Edinburgh
James Clerk Maxwell Building
The King's Buildings
Edinburgh EH9 3JZ
Scotland.

DRAFT.

My reference: RNI/amf

November 24th, 1986

Dear ,

Edinburgh Computer Science and Industry Group

As a means of creating a more formal link between this Department and our friends in industry we have formed the Edinburgh Computer Science and Industry Group (ECOSIG).

ECOSIG offers industrial members the opportunity for what we hope will be mutually beneficial discussion with members of the Department on the needs of industry in respect of undergraduate and postgraduate teaching and in respect of research. A number of firms are already involved in major collaborative SERC-funded research projects, for example, but there are always opportunities for less ambitious forms of cooperation.

A particular example of this is in respect of final (4th) year undergraduate and M.Sc. student projects. Our 4th year students all undertake projects which occupy about half of their time during the teaching year. In April the staff propose a new set of projects and 3rd year students then choose which they will undertake in the following year. We aim to make these projects interesting and relevant and so any ideas from industry would be welcomed. We cannot guarantee that any given project would be taken up (or that it will be carried out by one of our best students), but many projects in recent years have produced quite useful end products. For M.Sc. students the project proposals are formulated sometime before Christmas, and the students spend all their time from April to September working on their projects.

Each student must have a project supervisor who is a member of this Department, but joint supervision is quite possible, and the student could spend at least a part of his/her time with an industrial firm, depending on where it was situated. One of the major advantages to an industrial partner in this kind of venture is the opportunity to get to know students interested in an appropriate type of work, with a view to possible employment after graduation. It also means that information about the firm is likely to be disseminated among the students.

The cost of providing equipment and facilities for student projects can normally be funded from within the Department, although it is possible that a cooperative project might involve the use of equipment outside the scope of the budget. What we hope is that some of the industrial members of ECOSIG will be able to make suitable contributions in cash or in kind to the Department. The University has charitable status, so any cash donations can be offset against tax on profits. The Department will use these funds principally to further research, e.g. through the purchase of appropriate equipment or by employing our own undergraduates as temporary research assistants during vacations.

Research links with the Department normally involve the setting of up a project with a particular member of the Department, though in some instances a research group may have a formal mechanism for interacting with industry. This is true at the present time of the Laboratory for Foundations in Computer Science, which has a specific affiliation scheme. Other research groups are currently less formally organised, but clearly work in an area such as computer systems is by and large a group activity which draws on many different skills.

The Department produces a number of documents each year which industrial members of ECOSIG may find useful, and which will be made freely available. These include an annual report, schedule of syllabuses, list of student projects, etc. We shall also produce each year a Register of Members of ECOSIG, which will itself be circulated to all members. We believe that this Register could itself be valuable in bringing together firms who might usefully be able to do business together. We would like to be able to place your name on the Register and look forward to receiving a favourable response in the near future.

Yours sincerely,

Professor R.N. Ibbett.

Notes on Departmental Meeting held on Friday 12th December 1986
in Room 5210 JCMB, at 10.30 a.m.

Present: RNI, ASW, KMH, WEX, TMH, RA, RJP, ARCH, JCD, KJC, BCT, JJ, DJW, RB, KEVIN, ALL, SM, RM, DAW, PDS, DCM, GDP, JHB, GLC, RC, KBD

1. Chairman's Business

(a) General Items

PDS welcomed Brian Tompsett who has joined the department from the USA. Brian is interested in software systems and will be teaching CS3.

(b) Chair in Computer Systems

Faculty has approved the proposal for this Chair. SM has convened a group consisting of himself, RB and RNI to search for names of candidates. PDS asked meeting to let SM or one of the group know of any possible names.

(c) Staffing position generally

Andrew Blake was taking up a lectureship in Oxford. PDS has not yet had permission to fill his post. George Milne's post filled temporarily but should be filled permanently next summer. Due to a potential drop in student numbers the transfer of money from the Technology Programme was causing concern. RNI thought numbers could improve with the abolition of the language requirement for Science entry.

PDS told meeting that the whole picture of future appointments was being studied, initially by himself and the Professors. They were looking into the priorities with regard to teaching and research. He asked all present to pass their comments, which would be treated confidentially, if wished, to him. RJP asked for clearer definition of support for both teaching and research projects in the department, main emphasis in the past had been in teaching support. PDS said a proportion of CO effort should go into research but a method to do this was difficult. JHB asked that COs should be involved with, but not specifically allocated to, research.

PDS told meeting that Hugh Stabler's post, initially for one year, will be continued for 2 years from departmental money.

(d) Additional Equipment Grant

Department had put 2 bids forward. One, for CAD/CAM support for VLSI and Computer Systems research to provide 2 Sun 3/110 systems, has been approved. The other bid for communications between AI and CS was not approved. SM said there would be more equipment money for the next two years.

2. Report on LFCS

RM made the following points in his report.

1. Organisation: The organisation of the Lab had been successful, 1986 had seen a large influx of researchers and students who were being welded together to form a common aim. About 40 people, including PCs, are committed to the Lab. He

reported that the work on Computer Assisted Reasoning had made very good progress.

2. Role within the Dept: Lab was building links with industry and with systems and theory people and want to cooperate with other groupings in the department. Suggestions for collaborative projects from groups within the department were welcome. Lab also has a commitment to teaching work. There were several theory projects in CS4 discussion.

3. Equipment: Lab had been quite successful in getting equipment. Alvey had provided 600K of machinery.

4. Relationship to Industry

Lab will have run 3 courses by Xmas. Aim for 1987 would be to set up industrial affiliation scheme. There was a need for publicity so that the Lab could be identified outside.

PDS congratulated RM and his group on a successful 1st year and hoped this would continue for years to come.

3. Proposed LFCS Affiliation Scheme (Paper attached to Agenda)

GLC said Lab was set up to make formal links with industry. A possible charge of 1500 pounds per year for each industrial unit to become affiliated with the Lab would be made. GLC hoped to attract about 10 companies in the 1st year. This could provide enough money for a CO to run the scheme. GLC had had a great deal of initial interest from companies he had circulated.

4. Proposal for ECOSIG (see draft letter attached to Agenda)

A register of the person involved and who they would link with in the department would be produced. RNI felt that the Lab should maintain a list of affiliates so that this would not be confused with ECOSIG but this would need discussion. BCT suggested targeting companies in the USA but said that to do this would require glossy material. PDS asked for comments on both these schemes. Meeting agreed. RM and GLC would keep in touch, information on VLSI to SM.

Action RNI/GLC

5. Report from Computing Resources Committee

2 microvaxes have been ordered. The VAX 11/750 was discussed and GLC said it would be sensible to dispose of it and replace it with a microvax VAX/UNIX would still be available within the department. Christmas arrangements had been published. Gandalf lines were getting tight and staff were asked to let DWB know of any spare lines. Mike Allen was working on TEX and the laser printers, TEX on the APMs to come in the future.

Gould

CSIB to use Gould next term. JHB pressing ERCC to monitor this machine. PDS said EE were finding problems with Gould running Spice as it was very slow. 32

CS1B students would go on Gould in 5 weeks time. PDS asked for figures of proportion of CS usage of the machine. Maintenance on Gould was 50k between the 3 departments. PDS asked if this ought to be a matter for the School of I.T. Committee. JHB to try to sort this out.

Action JHB/SM

6.

Syllabus

AI had asked if the 2nd year half course on Real-time was essential in the Joint Honours Course and the Syllabus Committee agreed that it was not essential but would be recommended. RNI said all engineering degrees will become BEng degrees in future. This does not yet affect CS students but affects CS/Electronics students who wished for chartered status. It will ultimately affect CS students who wish to become Chartered in order to work in certain fields. A BEng degree in CS is being offered and our degree needs enhancing to permit this. "The Engineer in Society" must be part of this enhancement. Proposal within Faculty that 2nd year should be enhanced by 1 lecture a week in Business Aspects. Another 18 lectures in 3rd year, either a substitute or an add-on module. 9 lectures would be on Law, other lectures being given by industrial people. Logica have agreed to put in some lecturing, Hewlett Packard and Lattice Logic are also possibilities. The general ideas were going through Boards of Studies to get it in place in time for inclusion in the UCCA Handbook.

In reply to a question of the effect on the MSc, RNI said EE were putting in a scheme to provide an MEng. CS should look at their MSc course. A Working Party had been formed to look at this. Members were DJR, FS, RAM, MCN, DTS. EE had put forward a paper to the MSc Advisory Board meeting. This paper could provide a framework for CS. RNI said further discussions between BCS and the Engineering Council had taken place. RC thought more publicity was needed and SM asked that department should go ahead with MEng framework. RJP and RC asked that there should be some mechanism to allow former students to become chartered engineers. RNI would check on possible route for students who had not chosen in 3rd year to take it up in 4th year. Lectures would be mainly in summer term. PDS felt that up-grading arrangements should be pressed.

RNI said a Working Party on the Content of CS1 and CS2 regarding possible re-distribution of material had been set up. Members were MRJ, PDS, RC, MCN, RNI, SOA. First meeting to be held in January.

Action RNI/Others

7.

Report from Publicity Committee

DAW was proceeding with the Departmental Handbook and PDS had agreed to spend some money on this. DAW had looked at the way other departments organised their UCCA visits. Chemistry invited their first three choices for a whole day which included lunch, a minibus tour, a video on Chemistry, a talk on

8.

UCCA Visits

RC said the timing of UCCA visits currently (2 - 5) could start earlier. The plan has been changed for the last visit and had included an informal interview. Visitors were divided into 3 groups with a general talk on degree structure, a demo in the

Machine Halls followed by 10 minutes being allocated to each student for an informal interview. Meeting agreed that a 1pm start, possibly with lunch for students, would be better. RC/ASW might ask for extra people to take on some interviews if the next UCCA visit was extended. RC said CS applications were up 50% but Edinburgh was not 1st choice. RNI felt lack of AI modules in CS course influenced the student's choice.

9.

Machine Halls Security System

JCD said this was going ahead provided Minor Works Committee gave approval. Final price still to come. System should be extended to the two copier rooms. Entire system was on time clocks with card entry to Machine Halls and Copier Room. Better ventilation was to be provided for copy room so that the door could be kept shut. JCD asked if anyone had any objection to an alarm on copy room door. SM suggested that to avoid further delays, the department should arrange to spend the money for the system if Minor Works Committee did not give approval.

JCD said repainting of rooms, due to finish next week. The re-wiring work was proceeding at AT. 4 tables in AT lab must be left in position. SOA/RJP will check out the layout of the Lab. RJP felt that a small room with filing cabinet would be useful to the Lab.

Action SOA/RJP

10.

Matters arising from November meeting

Item 5. Overlap between CS and AI1

This has been dealt with. There does not seem to be a problem with AI1 and CS1. SOA to look at AI2.

Action SOA

Item 6(b1). Scribe

JHB was asked to put an item on demise of Scribe into the Newsletter and on VAX mail.

Action JHB

Item 6(b2) Bibtext

GLC said that this would be covered by ERCC in future.

Item 6(d) Support at Appleton Tower

PDS thinks that this is improving. RNP to produce list of Lab Steward's duties.

Action RNP

Item 6(e) List of Administrative Duties

This will be produced for next departmental meeting.

Action PDS/KBD

11.

Date of Next Meeting

Friday 16th January 1987 at 3.30 p.m.