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Administrative Roles 2008-09 until 1 Jan 09

Departmental	Holder	Deputy	Support
Head of Department	P.Green	S.North J.Derrick	Departmental Secretary
Director of Finance	S.North	M.Gheorghe	Departmental Secretary
Chair of Staffing Committee	P.Green	J.Derrick	
Examinations Officer	M.Hepple		Departmental Support Officer
Chair of Industrial Liaison Group	M.Holcombe		Undergraduate Secretary
Publicity Officer	G.Brown		
Seminar Organiser	F.Ciravegna		PhD Secretary
Demonstrators Officer	A.Sharkey		Departmental Secretary
Director of IT	R.Smallwood		Departmental Secretary
Library Liaison Officer	J.Winkler		
Director of Staff Development	R.Moore		Departmental Secretary
Mature Student Advisor	P.Green		
Accreditation and British Computer Society (BCS) Contact	A.Cowling		
Safety Officer	T.Chilton	G.Wilson	
Telephone Liaison Officer (Hardware)	T.Chilton		
Telephone Liaison Officer (Directory Listings)	M.Kus		
Environmental Co-ordinator	D.Walker		

Research	Holder	Deputy	Support
Director of Research	R.Gaizauskas	H.Cunningham	
Head of Verification and Testing research group	M.Holcombe		
Head of Speech and Hearing research group	R.Moore		
Head of Natural Language Processing research group	Y.Wilks		
Head of Machine Learning research group	G.Sanguinetti		
Head of Computer Graphics research group	A.Watt		
Head of Neurocomputing and Robotics research group	A.Sharkey		
Head of Computational Systems Biology research group	R.Smallwood		
Head of Cognitive Systems research group	M.Walker		
Research Ethics	A.Cowling		Research Secretary
Research Student Tutor	G.Struth		PhD Secretary

Teaching	Holder	Deputy	Support	Academic Contact
Director of Teaching and Curriculum Development	R.Clayton	S.North	Departmental Administrator:Teaching	
Director of MSc Courses	J.Barker		MSc Secretary	
MSc SSIT Course and Admissions Tutor	G.Sanguinetti		MSc Secretary	
MSc HLT Course and Admissions Tutor	R.Moore		MSc Secretary	
MSc ASE Course and Admissions Tutor	K.Bogdanov		MSc Secretary	

	Holder	Deputy	Support
MSc ACS Course and Admissions Tutor	J.Winkler		MSc Secretary
Enterprise Computing Course Director	P.McMinn		
Chair of Staff-Student Liaison Committee	M.Holcombe		Departmental Support Officer
MSc Projects	A.Sharkey		MSc Secretary
Level3 Projects	A.Sharkey		Undergraduate Secretary
Year 1 Tutor	S.Maddock		Undergraduate Secretary
Year 2 Tutor	D.Romano		Undergraduate Secretary
Year 3 Tutor	L.Guthrie		Undergraduate Secretary
Year 4 Tutor	L.Guthrie		Undergraduate Secretary
Foundation Year Tutor	J.Winkler		
Erasmus and International Student Liaison Officer	J.Winkler		Undergraduate Secretary
Sheffield International College Liaison Officer	J.Winkler		
Joint Degree Programmes	G.Manson	Y.Gotoh	Departmental Administrator:Teaching
Moderator for Greek UG Franchise	A.Cowling		
Moderator for Greek MSc Franchise	G.Manson		
Disability and Dyslexia Officer	J.Winkler		Departmental Support Officer
Careers contact	M.Holcombe		
Teaching Quality Representative	A.Cowling		
Genesys Director	M.Holcombe P.McMinn		

Admissions	Holder	Deputy	Support
Director of Undergraduate Admissions	Y.Gotoh	D.Walker M.Hepple J.Winkler	Undergraduate Secretary
Overseas Recruitment Officer	Y.Gotoh		
Postgraduate Admissions (Research)	G.Struth		PhD Secretary
Outreach Officer	A.Simons	P.Green	Undergraduate Secretary MSc Secretary

Support to Administrative Roles

Administrative and Clerical Team	Holder	Deputy
Departmental Secretary	M.Kus	
Departmental Administrator:Teaching	Z.Fletcher	
Departmental Administrator:Research	G.Callaghan	
Research Administrator (NLP)	A.Newsome	
Research Administrator (NLP) - on maternity leave	L.Moffatt	
Research Secretary	Alice.Smith	
Secretary to Head of Department	M.Kus	
Undergraduate Secretary	K.M.Roden	
MSc Secretary	K.Fisher	
PhD Secretary	K.Barker	
Customer Information Officer	E.Hardy	
Departmental Support Officer	Sara.North	