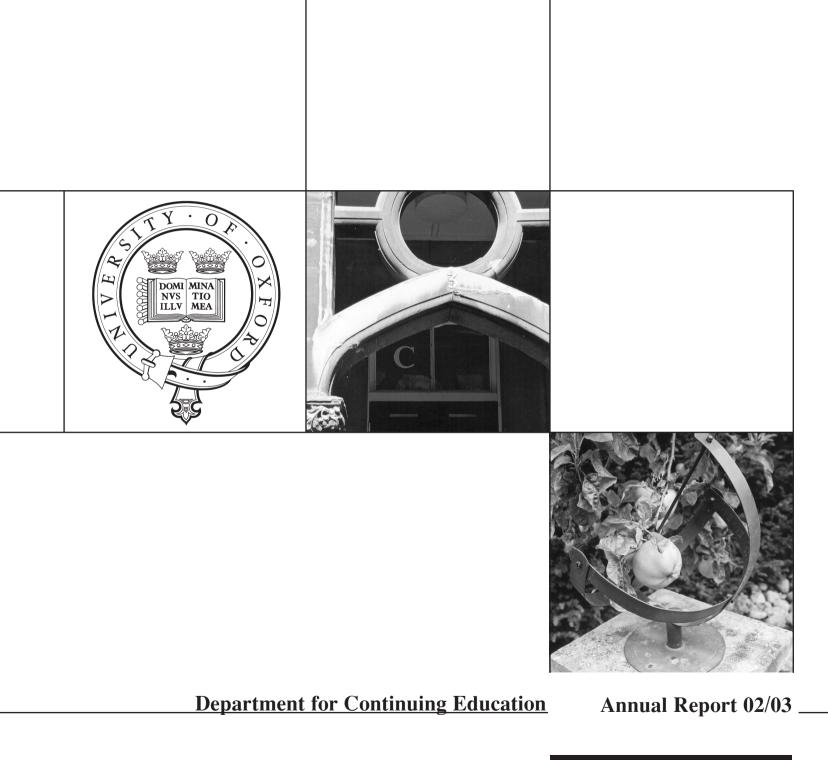


Department for Continuing Education

Annual Report 02/03



Departmental Statement

Mission

The purpose of the Department for Continuing Education (OUDCE) is to make the University of Oxford, and the quality of education and scholarship it represents, accessible to individuals and to organisations through part-time, flexible and demanding opportunities for lifelong learning.

The Department seeks to pursue this mission by

- creating study opportunities which complement the range of academic programmes available to full-time students (undergraduate and postgraduate) at the University of Oxford;
- developing programmes and offering courses which increase accessibility and enhance opportunities for lifelong learning for individuals and organisations;
- anticipating and responding to the needs of business, industry, the professions, individual students, groups and communities;
- establishing the importance of continuing education and lifelong learning and its distinctive role alongside the University's other activities;
- articulating the response of the University of Oxford to national policy priorities in the field of lifelong learning, vocational education and liberal adult education;
- encouraging, fostering and developing University-wide activity in lifelong and vocational learning and assisting other parts of the University of Oxford to make appropriate use of the experience gained in the Department when planning such activity;
- investigating the effectiveness, methods and consequences of flexible modes of adult learning;
- ensuring that the quality and standards of provision are consistent with that expected of a university of Oxford's standing

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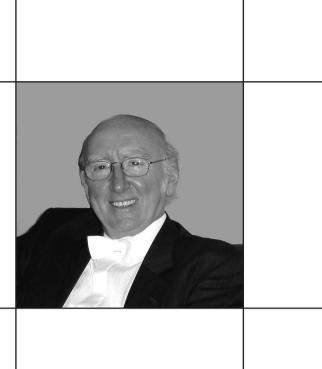
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Introduction

During 2002/3 courses offered by the Department for Continuing Education again covered almost every subject taught elsewhere in the University, and some available only through the Department. They extended in level from open access nonaccredited programmes through the full range of undergraduate awards to postgraduate certificates and diplomas, Master's degrees and doctorates. Although growth in the Department's programmes in its Oxford teaching centres in recent years has meant that most of the Department's offerings are now made within the confines of the city, a large number of classes continued to be delivered in nearly 40 centres elsewhere in the region; others were delivered elsewhere in the UK, and several were delivered at a distance to students from all around the world. One of the main aims of the Department is to make University study accessible on a more flexible basis, and the overwhelming majority of these students combine their academic studies with professional and other responsibilities.

The Department's programmes remained buoyant in the course of the year, and continued to attract students in the large numbers which we have come to see of late. This fact is worth noting, particularly with regard to students from other countries, where worries about international conflicts and other concerns had been expected seriously to reduce enrolments, but where in fact record growth was achieved.

Each part of the Department continued a record of development and innovation. Examples include the new Master's degrees in Bioinformatics and in Applied Landscape Archaeology. New partnerships were developed, including for the first time with the American Museum of Natural History, and the rapid extension of our links with Chinese Government agencies. Existing programmes also continued to thrive, and in this context it is worth noting the tenth anniversary of the Software Engineering programme. This programme, which is the product of a partnership between Continuing Education and the Computing Laboratory, continues to attract widespread support from business and industry, and the buoyancy of the programme was underlined by the establishment of a further University Lecturership in the course of the year. Mention has been made of the resilience of the Department's International Programmes in the face of external difficulties, and the same might be said of the Department's domestic programmes, where the efforts devoted to maintaining the weekly class programme have been imaginative and prodigious. Given the reinterpretation by the



Higher Education Funding Council of its requirements for the well-supported weekly class programme, the hard work of colleagues responsible for them saw the satisfactory "completion" to meet the revised HEFCE requirements increase by a factor of more than three.

Although the Department's regional provision remains the largest part of its activities, its international outreach on behalf of the University continues to grow. To this end, the Department was successful in negotiating on behalf of the University a major contract with the Cunard company to supply academic programmes aboard the Queen Mary 2, to be launched in January 2004. Speakers on these programmes will be drawn from Oxford and other universities in this country, and educational and cultural institutions in the United States.

Introduction

The Department will have much to draw on in this, including its successful stewardship, on behalf of the University, of Oxford's contributions to the Alliance for Lifelong Learning, where Oxford-sponsored courses have proved more than competitive with those offered by our partners at Yale and Stanford.

Underpinning the course provision of the Department are those parts of the organisation concerned with supporting programmes and students. The Rewley House library has once again had a very active year, not least as a result of discussions with the Oxford University Library System of possible integration into the wider system, whilst maintaining the Library's particular mission in supporting the work of Continuing Education and of Kellogg College. Colleagues in the Department's Registry organised the Annual Awards Ceremony, which again this year saw the Sheldonian Theatre packed to the roof with award recipients and their supporters. During the year, Registry colleagues also engaged on the crucial work to prepare for the forthcoming Institutional Audit, and successfully negotiated access by the Department's students to the University Computing Service.

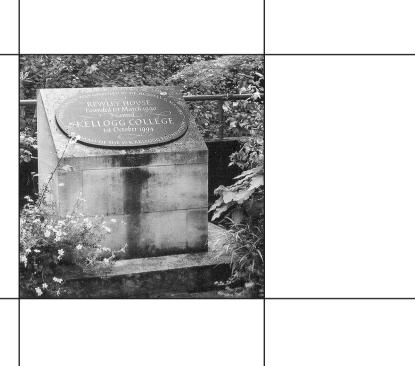
At the heart of all of the Department's activities is its ambition to extend opportunities for lifelong learning, particularly for part-time study for adult students. This is a long and honourable tradition, and during the year two milestones were marked in this journey. October 26th 2003 was the 75th anniversary of the Department, (or at least its predecessor at the time) moving in to Rewley House. The year also saw the centenary of the establishment of the WEA, an organisation with which the Department still has strong links, and to whose origin the University contributed so much in the early years of the 20th Century.

Turnover continued to grow reflecting the Department's increasing range of activities and has again exceeded £10m. The Departmental accounts showed that overall the Department recorded a positive balance, which, when considered in the context of reduced funding under RAM and other uncertainties that the Department faces externally, was a considerable achievement.

The Department's work relies heavily on the support it receives from all other parts of the University, on the academic divisions, academic services, libraries and collections, from the Vice-Chancellor, the Registrar and his staff, and the Chairman and other members of the Continuing Education Board. As it develops its postgraduate work, the Department continues to receive quite remarkable support from Kellogg College, its close partner in advancing the cause of lifelong learning and part-time study in the University. It is a pleasure to thank everyone who has contributed to the Department's work this year again, and it remains a privilege to witness and to be the beneficiary of the commitment of the Department's staff.

W K Kellogg Foundation

The work of the Department for Continuing Education, and of Kellogg College, have again benefited from the generous support of the W K Kellogg Foundation over the past year. This has been evident not only through the continuation of the Foundation-supported Mawby Bursaries and Visiting Fellowships, but through the interest taken in the work of the Department and Kellogg College by senior members of the Foundation.



Public Programmes

This has been another full and busy year in the Public Programmes Division. There have been some eleven and a half thousand student enrolments on over five hundred course offerings, which range from the one-day school to the part-time D.Phil over six years. The Public Programmes Division now offers a variety of part-time award-bearing courses in particular subjects at each of the three undergraduate levels as well as a number of part-time taught master's degrees and other postgraduate qualifications. The Division's two on-line courses, in Computing and in Local History, continue to build on their early successes. In addition, the weekly class programme in Oxford and throughout Oxfordshire, Buckinghamshire and Berkshire offers courses in some twenty different subjects. The Oxford University Summer School for Adults (OUSSA) remains popular; it is noticeable that it is beginning to attract a growing number of students from our partner EU countries. Recruitment to the Day and Weekend School programme was a little lower than in previous years but, with over five thousand enrolments, it remains a large programme.

In Michaelmas Term, we launched a new MSc in Applied Landscape Archaeology, which complements the longstanding Postgraduate Diploma/ MSt in Professional Archaeology.

A number of academic colleagues have made their exits and entrances during the year. Dr Jem Poster left to take up the Chair in Creative Writing at the University of Wales, Aberystwyth. In his ten years with the Department as half-time University Lecturer in Literature, Dr Poster has developed our highly successful Diploma in Creative Writing as well as contributing to all parts of the Literature programme. Dr Philip Davies, who has been on secondment for the past three years with the Cabinet Office, has resigned his University Lectureship in Social and Political Studies to remain at the Cabinet Office. Dr Cathy Oakes joined the Department as Staff Tutor in the History of Art; Dr Oakes had previously been Lecturer with special responsibility for Continuing Education in the History of Art Department at Bristol University.

This was an important year for the Oxford University Summer School for Adults. OUSSA can trace its history back to the late 1880s and the establishment of the Summer Meetings for extension students. It is the longest running activity of what is now the Department for Continuing Education, and longevity is the hallmark of its many aspects. This year Ms Anna



Sandham retired as OUSSA Administrator after nineteen years in post. OUSSA 2003 was also the fortieth at which Ms Karen Hewitt has taught a seminar. And at the Awards Ceremony in the Sheldonian Theatre this year, Mrs Alison Parry received her Certificate of Higher Education; Mrs Parry must be OUSSA's most loyal student, having come to her first Summer School in 1936.

The forebodings which we recorded in the last annual report with regard to the open access accredited weekly class programme proved all too correct. The Higher Education Funding Council for England (HEFCE) has made it quite clear that the funding of students on such courses is tied to formal assessment. Much work has been undertaken during the year in preparing tutors to incorporate assessment within their teaching of weekly class courses and in explaining to students what is involved and the reasons for these developments. Amendments have also been made to the regulatory framework of the programme, which should assist students and tutors to fulfil the new requirements.

International Programmes

Global uncertainties caused by the conflict in Iraq and international fears over the SARS epidemic created a difficult external environment for International Programmes during 2003. Nonetheless, we achieved a turnover of just over £3.2 million, a very impressive increase of 18.5% over the previous year. Student enrolments maintained the level achieved in 2002/3. New activities included the launch of a collaborative programme with the American Museum of Natural History in New York, a series of courses in Public Policy and Public Administration for Senior Civil Servants from Guangdong Province and Guangzhou City in China, and a programme in Practical Diplomacy for the Algerian Foreign Ministry.

Established programmes continued to thrive. A record number of 435 participants enrolled on the Oxford Experience; 117 students participated in the Oxford University Summer Programme in Theology; and 217 students enrolled on the Oxford University Summer Schools in English Literature and History, Politics and Society. The California Judges Association programme attracted 53 participants and the summer school organised in partnership with the University of California, Berkeley, celebrated its thirty-fifth year. The Smithsonian Institution seminars celebrated its twenty-fifth year and the Florida State University Summer School marked its twenty-first year. Long running programmes organised in partnership with the University of Chicago, Duke University, the University of North Carolina, Chapel Hill, and New York University enjoyed a successful summer.

During 2003 we began the third year of our £1 million project to enhance the effectiveness of Human Rights organisations in Southern Africa, supported by the European Commission and the British and Canadian governments. The second cohort of students was enrolled on the part-time distance-taught Master's degree in International Human Rights Law, and 80 students from around the world participated in the Oxford/George Washington University Summer programme in Human Rights Law. Another cohort of Japanese students completed the undergraduate course in British Studies, who studied alongside junior diplomats from Taiwan.

We are grateful for financial support received during 2002/3 from the European Commission, the British Foreign and Commonwealth Office, the British Council, the International Development and Research Council of Canada, the Open



Society Foundation, the United Nations, the Leventis Trust and the English Speaking Union.

As is suggested by these selected highlights from the wide range of activities, the Division's work is both extensive and complex, and thanks are due to the many individuals who contributed to the success of the enterprise.

Continuing Professional Development Centre

The Centre had another good year which, in spite of continuing uncertainties in some sectors within which the Centre operates, proved once again that Oxford's CPD provision is wide ranging, innovative and fresh. In all, 169 courses (in-company, face-to-face and online short courses and modules) ran over the year and covered subjects as varied as microarray, bioinformatics, epidemiology and digital signal processing. The growth of the programme, even in times of uncertainty for training budgets, is a testimony to the hard work of the Department's team.

The Software Engineering Programme, for example, celebrated ten years of operation. It offers courses in 24 different aspects of the subject. The programme's 6 lecturers teach over 200 students working towards one of five postgraduate qualifications. More than 180 students have graduated from the Programme since it began in 1993. Programme staff are involved in some of the most innovative applications in the UK e-Science effort, and the benefit of this research is reflected in the developing teaching programme.

In many ways, Oxford's commitment to high level CPD is the most distinctive feature of the programmes offered by the Centre. This year saw the first enrolments to a new MSc in Bioinformatics, the curriculum for which is shaped by Oxford's particular strengths in the field. A strong orientation toward the statistical basis of the subject found favour and students are enjoying a challenging new course in this most important new bioscience discipline. Other developments included a new programme of short courses in energy markets, expanded course provision in 3G telecomms and revisions to existing modules in mathematical finance.

The year also saw the development of new initiatives to underpin this work. For example, an assistant academic director in Health Sciences was appointed to help develop expanded short courses, and a HEFCE-funded member of staff was appointed to help develop contact with, and intelligence about, industry needs. Close work with colleagues in other divisions in the University remains a very important element of the Centre's provision. During the year, however, collaborations with others outside, as well as inside, the University began to create new opportunities for students to update their professional skills and knowledge at Oxford. They bode well for the future.



Distance and Online Learning

Distance and Online Learning

The Department has continued to work on its offerings in distance and online learning. TALL continues to be the technological powerhouse of these developments.

A major activity is Oxford, Stanford and Yale universities' notfor-profit online learning venture, Alliance for Lifelong Learning (AllLearn) http://www.AllLearn.org. AllLearn's focus for 2002-3 has been to reduce overheads and increase enrolments, now open beyond the alumni. A key change has been to offer courses with many start dates, 8 to 10 times a year. Oxford currently has some 19 courses in the AllLearn catalogue and has had over 500 students enrolled in its courses in 2003.

AllLearn have commissioned two new Oxford courses for this year's program. One, developed to complement the *Shakespeare Forum* with Yale's Harold Bloom, was by Emma Smith entitled 'Love and War: Shakespeare's Antony and Cleopatra and Twelfth Night'. The other course, Medical Ethics, has been developed by Tony Hope, Director of the Ethox Centre, Oxford and colleagues.

To assist with increasing enrolments, AllLearn has been looking for Affiliate members and had successfully recruited Duke, NCSU, Nebraska, Williams & Mary universities. AllLearn's first corporate affiliate is the USA Institute of Certified Professional Managers. Nearer to home, other affiliates include the London Stock Exchange and Welsh National Opera.

Technology Assisted Lifelong Learning

Dr Michael Meredith was confirmed as Director of TALL during the year. TALL continues to develop and support the popular OUDCE Public Programmes online Computing and Local History courses. Another important activity during the year has been the redevelopment of the main Departmental website www.conted.ox.ac.uk and recent work with CPD on a new design for their webpages.

The Gates Foundation *e-Learning Certification Programme in Global Health* uses innovative learning technologies including CD-ROM, Internet and satellite to provide medical education

to junior doctors in sub-Saharan Africa. TALL, working with the Nuffield Department of Clinical Medicine, has developed a pilot module in malaria for this the first phase of the project. Collaborating with a number of African institutions to develop relevant, targeted content the programme aims to develop vital skills in leadership, research and the clinic. The final and probably most important aspect of the programme is the generation of a community of practice providing isolated doctors with support from a local and international audience. With the completion of Phase I expected in early December 2003 TALL looks forward to receiving funding for Phase II in early 2004.

The University of York and King's College London commissioned TALL to develop their elearning masters programmes in *Public Policy and Management* and *War in the Modern World* respectively. TALL is responsible for the technical and learning design, copyright clearance and graphic design as well as technical liaison with the BBC and UK eUniversities Worldwide (UKeU). TALL has delivered both courses on time and to budget. The York course enjoyed critical acclaim from students and external assessors when launched in September 2003. TALL has also been commissioned to offer consultancy to the Department of Work and Pensions, advising on their online induction material for new staff.

TALL's workshop for the Association for Learning Technology (ALT), *Using XML for Effective eLearning Development*, proved so popular that it sold out in less than a week and has since had to be repeated.

Registry

The Department's academic office had a busy and productive year in all aspects of its work. During the year, students on award-bearing programmes were granted access to Oxford University Computing Services. These students now have access to a full range of OUCS facilities including use of IT equipment, the Help Centre, training courses and remote access services.

The Department has been able to help students with special needs, and provide guidance and funding for existing and potential students in financial difficulties. Increased Government Access and fee waiver funding has enabled the Department to support over 115 non-matriculated students including students with child care needs, and those who have required access to counselling and disability services.

Other developments during the year included the revision of the Department's qualification and credit framework to allow the accreditation of short courses, including those accredited at 5 CATS points; working with the Department's divisions to ensure that the Department meets the requirements of the Special Needs and Disability Act; and the development of a policy on preventing and dealing with plagiarism.

The Department wishes to thank Dr Angus Bowie, Chairman of the Boards of Studies and Dr John Norbury, Deputy Chairman, for overseeing on behalf of the University the progress and quality of the Department's courses.

Two hundred and fifty of the 450 non-matriculated students who qualified for their awards attended the Department's annual Award Ceremony in the Sheldonian Theatre to receive their Certificates and Diplomas from the Pro-Vice-Chancellor (Planning). In 2002-3 the Registry administered the assessments and examination and student records for 1,300 students on 23 undergraduate and 21 postgraduate programmes.



Library

It was a record year for book loans, which is one of the most easily recognized measures of Library activity. They increased by 21.48%, from 20,589 to 24,913, and it is worth noting that as recently as 1997/8 the number of books lent over the counter was 11,529, so the increase in the last five years has been well over 100%. The number of books sent to external centres in book boxes fell from 5,788 to 4,373, and loans from the boxes to weekly class students totalled 3,726. This downturn is likely to be reversed in 2003/2004.

A stock move took place during the winter, with books in the classification numbers for Local History being transferred to the Lower Library. This move was explained to staff and students by notices and by a re-signing of the cases and shelves.

Additions to stock were 2,437, compared with 3,544, and withdrawals were 1,436 (1,529 the previous year). The number of books retrospectively catalogued was 2,050 and the total of catalogued books in stock at the end of the year was 72,437 books and pamphlets. As in previous years, two very successful sales of withdrawn books were held.

Work on the preparation, despatch and subsequent return of book boxes continued to be a major preoccupation for Library staff, and numbers for the year 2003/2004 seemed likely to reach their highest level. Preliminary statistics for the Michaelmas Term 2003, though properly belonging to that year, show that 3,188 books were sent out in 134 boxes, compared with 2,012 books and 75 boxes for Michaelmas 2002. Much of the work for this was done in the year under review. The Library Management Group spent some time considering the amount of time which Library staff were having to spend on book boxes to the detriment of services to Rewley House based courses.

There is ever-increasing use of the Library's IT facilities, and thanks to an initiative from the Department's IT staff, the Library was completely re-equipped with seven new computer terminals for student use.

The Department supported the Library financially at the same level as in the previous year, and once again award-bearing course budgets were top-sliced to provide support for book and periodical purchase. Kellogg College very generously increased its financial support to the Library, and The Friends of Rewley House once again donated £1,000, and both contributions are most gratefully acknowledged.



The Library Management Group met three times during the year, under the Chairmanship of Dr. Tiller. Dr. Kate Tiller led the negotiations with the Oxford University Library Services concerning the Library's application for membership. Subject to approval by PRAC in October 2003, the Library should become part of OULS in January 2004. This will be dealt with more fully in next year's report.

The Slide Librarian, Emma Williams, left during the year, and was replaced by Vicky Brown, who continued the work of mounting, labeling and cataloguing slides. Work began on the late Dr. Suzanne Holman's collection which she expressly wished to be donated to the Library. Dr. Holman's bequest of her slides and books will form an invaluable addition to resources in Art History.

Approval was given for the appointment of an additional parttime Library Assistant for the next academic year

Residential Centre

The Residential Centre has continued to provide the Department and Kellogg College with a wide range of special functions, as well as the daily hotel and catering requirements. These functions included a Matriculation Lunch for 120 new students and guests.

Use of the facilities has continued to increase: the chef and dining room staff served some 52,000 meals this year. In addition to those mentioned above, a number of other special functions and dinners took place, including dinners for the Software Engineering Advisory Panel, and a lunch for the Vice-Chancellors of Oxford and Cambridge. Functions were also hosted for the Friends of Rewley House, the British Medical Association, and the Cabinet Office.

The use of the residential accommodation has grown by 6%, with increased service satisfaction levels being recorded by guests. Refurbishment work continues on a rolling basis in the bedrooms including the installation of Internet data points and the introduction of new beds, armchairs and desk chairs. The year also saw the extensive refurbishment of the Ruth Windsor Suite, which provides specially adapted accommodation for our disabled guests.

Many of the seminar rooms have been improved with the addition of new equipment. The Lecture Theatre underwent an extensive refurbishment including the installation of the latest audio visual technology. The Stopforth-Metcalfe Room (previously the Science Teaching Room) was also substantially refurbished.

The gardens continue to be looked after by the Superintendent of the University Parks and his staff and were again opened to the public as part of the National Gardens Scheme.



Development Office

Benefactors and Friends

The Department for Continuing Education is grateful for all of the gifts received this year in support of its work.

The American Friends of Rewley House continue to give generous support to lifelong learning at Oxford University, both in Kellogg College and the Department for Continuing Education. This academic year saw the 10th anniversary of the foundation of the American Friends of Rewley House. Since its inception members of the American Friends have given over \$350,000 through subscriptions and annual donations to Rewley House.

Many of our Friends in North Carolina gathered at the home of Bynum and JoAnna Tudor in April, to celebrate the ongoing success of our partnership with UNC and Duke University. This partnership, and other alumni summer programmes, continues to thrive and we look forward to many more successful years ahead.

Thanks to support from the MedAbiliti Foundation and Software Engineering student Ed Meinert, four outstanding American high school teachers will be selected each year to attend the Oxford Summer Programmes in English Literature and in History, Politics and Society. Each July and August scholars from around the world convene in Oxford for three weeks of high calibre study and debate.

During this academic year we celebrated the official opening of the 'Stopforth-Metcalfe Room' at Rewley House. A reception in the Stopforth-Metcalfe Room ended with Dr Thomas thanking Mrs Marjorie Metcalfe for her generous benefaction to support the refurbishment of this room. Mrs Metcalfe is a stalwart of the OUSSA programme each year and made this generous gift to refurbish and name this seminar room at Rewley House.

The Friends of Rewley House

The Friends of Rewley House enjoyed another busy and successful year.

Whilst membership numbers did not grow significantly, careful

control over costs and expenditure ensured that the organisation ended the year with its strongest financial position ever. So much so that the Chairman, Craig Herron, was able to get the AGM's approval for a special payment of £4,000 to the Library, in addition to the usual annual contribution to Rewley House of £5,000 (for costs, Bursaries and the Library).

A number of successful events were held:

- A Garden Party which took full advantage of the glorious summer weather
- An excellent Christmas Dinner with a splendid talk given by Gerald Peacocke, former Headmaster of Kings College School, Cambridge
- A memorable Recital at the Jacqueline du Pré Music Building given by our own Brian Hitch and the renowned soprano Ann Mackay
- A series of lunchtime talks, continuing the policy followed over the last three years of getting Tutors and College students to talk about aspects of their work. The talks, which were very wide-ranging, included *On the scent of attraction; do humans have pheromones?* (Tristram Wyatt); *Painted Ladies; the Mistresses of Charles II* (Martin Greenwood); *A way with words* (Edmund Weiner); *Thomas Rowlandson and the Delabole Slate Quarry* (Catherine Lorigan)

A number of Committee Members stood down at this year's AGM – Craig Herron after three years as Chairman and three as Deputy Chairman; Douglas Frewer after six years as treasurer; Christine Holmes and Glenn Lambert.

It was agreed at the AGM to form a Committee with Philip Healy as Chairman to study how the administration of the Friends could be carried out within the Department.

Prof. Malcolm Airs, Professor of Conservation and the Historic Environment; Fellow of Kellogg College

In September 2003, Malcolm Airs completed his term of office as founding President of the Institute of Historic Building Conservation. He continued to serve as President of the Oxford Architectural and Historical Society and as a trustee of COTAC and the Oxford Preservation Trust. He also completed 15 years service on the principal advisory committee of English Heritage but remains active in a number of other roles for that organisation.

Within the University he sat on the Buildings and Estates Sub-committee and chaired the St Cross Building Management panel. In addition to his normal academic duties, he directed the Oxford Smithsonian Seminar and convened the Oxford Architectural History Seminar. He continued as external examiner for the University of Leicester and examined a Masters dissertation for the University of Reading. He wrote a number of book reviews for academic journals and read three manuscripts for Yale University Press.

Dr Tom Buchanan, Lecturer in Modern History and Politics; Fellow of Kellogg College

In March 2003 Dr Buchanan was admitted as university Assessor for 2003-04. Since then he has been based in the Proctors' Office, where he has a remit for welfare within the university. During the year he has published 'The Lost Art of Felicia Browne', *History Workshop Journal*, 54, 2002, and 'Edge of Darkness: British 'Front-line' Diplomacy in the Spanish Civil War, 1936-1937', in *Contemporary European History*, 12, 3, 2003. He has acted as External Examiner for postgraduate courses at the Universities of Exeter and York, and was an examiner for the Oxford MSt in Modern History. He is currently working on a book entitled 'Europe's Troubled Peace, 1945-2002', which will be the final volume in the *Blackwell's History of Europe series*. He continues to be a Trustee for the Oxford-Leon Trust.

Alex Coren, Director of Counselling Courses; Fellow of Kellogg College

In addition to his Departmental Duties Alex Coren is External Examiner at the Tavistock Centre for Human Relations, London, University of East London and the University of Reading. During the year he has been visiting lecturer at Birkbeck College, London, University College, London and the Universities of Reading, Hertfordshire and Surrey.

He is Chair of the Registration Board of the Universities Psychotherapy and Counselling Association and a member of the Registration Board of the United Kingdom Council for Psychotherapy. He is Book Review Editor for the European Journal of Psychotherapy, Counselling and Health and this year has been Guest Editor of Psychodynamic Practice.

He is a regular contributor and reviewer for professional journals and works as a psychotherapist, supervisor and consultant in private practice.

Dr Jim Davies, Lecturer in Software Engineering; Fellow of Kellogg College

Jim Davies had another enjoyable year working with his colleagues on the Software Engineering Programme. There have been some significant changes: Maureen York left to become the manager of the Doctoral Training Centre; Jackie Jordan took on Maureen's role; and two new lecturers - Steve McKeever and Alessandra Cavarra - joined the team.

He is particularly grateful for the support that he received from these colleagues, and from others in the University, earlier in the year. On the 21st of March, Jim and his wife Eleanor became the parents of Alexander Stephen Davies (3.8kg). Mother and baby are doing well; the father is a little tired, but extremely happy.



Mr C J Day, Lecturer in Local History; Fellow of Kellogg College

Chris Day has this year been acting Director of the Department's MSc programme in English Local History.

Mr Day conducted several seminars for the University's Staff Development Office during the year. In the summer he directed and taught on the Oxford/Berkeley Programme at Merton College and he directed the Oxford/University of Virginia Programme at Trinity. He lectured to a number of summer school programmes and local societies.

Mr Day is Deputy Chairman of the Friends of Rewley House. He is also General Editor of the *Oxfordshire Record Society* and Vice-Chairman of the Oxfordshire Local History Association. He is Chairman of the Deddington and District History Society.

Dr Jeremy Gibbons, Lecturer in Software Engineering; Fellow of Kellogg College

Jeremy Gibbons is secretary of the International Federation of Information Processing Working Group 2.1 on Algorithmic Languages and Calculi. He attended their 57th meeting in New York in March/April, and gave two presentations there.

He also organized a symposium on *The Fun of Programming* in Oxford in March, in honour of Professor Richard Bird's sixtieth birthday. He gave a paper 'Origami Programming' at that symposium, and (with Oege de Moor) edited a textbook based on the presentations. Also in March, he visited the University of York, and gave a seminar *Towards a Colimit-Based Semantics for Visual Programming* to their PLASMA Research Group.

In August he attended *Principles, Logics, and Implementations of High-Level Programming Languages* in Uppsala, a confederation of conferences and workshops in programming languages. He presented a paper 'Patterns in Datatype-Generic Programming', describing the work to be done on a three-year research project *Datatype-Generic Programming*, of which he is Principal Investigator.

Other publications include:

Richard Bird and Jeremy Gibbons. 'Arithmetic Coding with Folds and Unfolds'. In Lecture Notes in Computer Science 2638: Advanced Functional Programming 4, Johan Jeuring and Simon Peyton Jones (eds), Springer-Verlag 2003.

Jeremy Gibbons and Johan Jeuring (eds). 'Proceedings of the IFIP TC2 Working Conference on Generic Programming'. Kluwer Academic Publishers, 2003.

Andrew Simpson, Andrew Martin, Jeremy Gibbons, Jim Davies, and Steve McKeever (2002). 'On The Supervision and Assessment of Part-Time Postgraduate Software Engineering Projects'. International Conference on Software Engineering May 2003.

Katie Gray, Director of Language Studies; Assistant Director (Academic) International Programmes; Fellow of Kellogg College

During the year, she taught on the new MSc in Applied Linguistics and Second Language Acquisition; lectured in Tokyo, Osaka and Kobe; attended, on behalf of the Department, the annual conferences of the Association for Graduate Liberal Studies and the International Association of Teachers of English as a Foreign Language.

In the summer she co-ordinated the Language Programme of the Oxford University/Kobe College Summer School and directed the department's English Language Seminar for International Teachers of English

She is an Examiner for the department's Advanced Diploma in British Studies, and an external examiner for Bath University's Continuing Education courses in Modern Languages, and for Oxford Brookes English Language and Linguistics Single Field.

The journal *The Japanese Learner*, for which she has been the editor for the past ten years, will be published as an online journal from next year.



Dr Mark Gray, Deputy Director (CPD); Fellow of Kellogg College

During the year Mark continued to lead the development of CPD activities in the Department. He also contributed to a number of courses in the Department, led sessions of an EU-Nato programme in London, and contributed to seminars on vocational learning in London and Reading. He continues to serve on the Council of SCUTREA for the University and on panels in vocational learning, in a personal capacity, in Berkshire.

Dr David Griffiths, Staff Tutor in Archaeology; Fellow of Kellogg College

This year David has overseen, as Course Director, the first full year of the MSc in Applied Landscape Archaeology. Seven students (six at Kellogg) have now been joined in October 2003 by the second intake, a further eight students (all at Kellogg). The course has also benefited from the presence of Helen Lewis, Career Development Fellow in the Department for Continuing Education. Other highlights of his year included the third season of the OUDCE training excavation at Manor Farm, Marcham, and the Michigan State/Northwestern alumni summer school. For 2002-03 David was also a part-time visiting lecturer in Medieval Archaeology at the Institute of Archaeology, University College London.

David's research interests have proceeded apace – this year he was fortunate to be able to start a new landscape project in Orkney, a place of outstanding archaeological interest and somewhere where he spent a number of seasons as a postgraduate student. The results of the first field season (June 2003) were extremely encouraging, with geophysical survey leading to a number of new discoveries of Neolithic and Vikingage sites. His existing project on Meols, a multi-period coastal trading site in NW England also made progress, with the resulting research monograph now in preparation. David gave a lecture on the Meols project to the Society of Antiquaries at Burlington House, London, in March 2003, and also gave lectures and research papers on various themes at University College London, Glasgow University and an international

symposium at Trondenes, northern Norway. He began the new Oxford series of landscape archaeology seminars with a presentation of his Orkney research in October 2003.

Publications 2002-03:

'Exchange, Trade and Urbanisation', in Wendy Davies (ed.) *The Oxford Short History of the British Isles, from the Vikings to the Normans, AD 800-1100.* Chapter 3 (Oxford University Press 2003, pp 73-104).

'Markets and Productive Sites, a view from Western Britain' in Pestell, T. & Ulmschneider, K. (eds), *The Archaeology of Markets, Fairs and Productive Sites, Conference Proceedings, Oxford 2000.* (Windgather Press, 2003, pp 62-72).

PastPerfect: http://www.pastperfect.info/archaeology/index.html (single-authored 'teaching and learning' section of web site developed by Oxford ArchDigital Ltd in conjunction with Durham and Northumberland County Councils facilitating public access to Historic Environment documentation). Online from 2003.

Lock, G. Gosden, C., Griffiths, D., Daly, P. 'Excavations at Trendles Field, Marcham, Oxon, 2001' *South Midlands Archaeology* 32,(2002) pp. 69-83.

Review: McCormick, M. *Origins of the European Economy* (Cambridge University Press, 2001) EH.Net (USA: on-line academic economics/economic history network).



Dr David Grylls, Lecturer in Literature; Fellow of Kellogg College

During this period Dr Grylls was on sabbatical leave for two terms (Michaelmas 2002 and Trinity 2003), researching and writing a book on the representation of sex in Victorian fiction.

Among speaking engagements were lectures at the Dorset County Museum, to the Senior Wives' Fellowship in Oxford and to the Burford Literary Group. For the Oxford Literary Festival in April 2003, he organised and chaired a writers' day, as well as a session on Dr Johnson and another (sponsored by Kellogg and OUDCE) on the Victorian novel today. Over the year he published reviews in the *Sunday Times* and the journal *English*, and provided material for a Channel 4 series on the history of the novel.

In December 2002 he published articles on the novels *Born in Exile* and *New Grub Street* in the *Literary Encyclopedia* http://www.LitEncyc.com.

Dr Janet Harris, Academic Director, Health Sciences; Fellow of Kellogg College

This summer Janet gave presentations at the International Conference for Evidence Based Health Care Teachers & Developers, Palermo, Sicily and on behalf of the Department's International Studies Programme. This autumn she will be presenting a paper at the Cochrane Collaboration International Conference in Barcelona. She is the co-chair of the Qualitative Research Methods Train Group for the Cochrane Collaboration.

She is an External Examiner for the University of Portsmouth postgraduate Certificate in Evidence Based Health Care and a member of the national Advisory Group for Evidence Based Practice.

Publications include

'User participation - participatory appraisal' in Richardson, G. & Partridge, I. *Child and Adolescent Mental Health Services: An Operational Handbook.* (2003) The Royal College of Psychiatrists: Gaskell Books.

'Participatory evaluation of community based sexual health services.' (2003) In A. Cornwall & A. Welbourn. *Realising Rights*. Zed Publishing.

Dr Angus Hawkins, Deputy Director (International Programmes); Fellow, Vice-President and Bursar of Kellogg College

Alongside his responsibilities as Director of International Programmes within the department, Dr Hawkins undertook a number of tasks for the University. He supported the work of the Vice-Chancellor in his capacity as Special Advisor to the Governor of Guangdong Province, China. He served on the Foreign Service Programme Advisory Committee, the Language Centre Management Committee and Europaeum Committee. He also served on the selection panels for the Scatcherd Scholarship and the Soudaver Scholarships.

During October 2002 and March 2003 Dr Hawkins lectured in the US to branches of the English Speaking Union of the United States, as well as giving talks at the University of California, Berkeley and the University of California, Los Angeles.

During 2002/03 Dr Hawkins continued to hold the position of Vice-President of Kellogg College; an office he holds in conjunction with that of Bursar. He represents the college on the Conference of Colleges and the Estates Bursars Committees.

During the year he published a number of reviews in historical journals, including The English Historical Review, gave a number of talks to historical societies in the region, as well as lecturing at the University of East Anglia and giving a research paper to the Modern History seminar at Oxford University.



Mr Philip Healy, Deputy Director (Public Programmes); Fellow of Kellogg College

In addition to his Departmental duties, Mr Healy continued to serve on the Heritage Lottery Fund Access Steering Committee of the Pitt Rivers Museum and the Oxford University Museum of Natural History, which reported during the year. He represented the Department on the Planning and Research Group of the HEFCE-LSC Partnerships for Progression Consortium for Milton Keynes, Oxfordshire & Buckinghamshire, and served on the Lifelong Learning Advisory Panel to Oxford Inspires.

In November 2002, he gave a lecture to the Eighteen Nineties Society to mark the centenary of the death of Lionel Johnson.

He continued working on the correspondence of John Gray and André Raffalovich at the National Library of Scotland.

Mr Alan Hudson, Staff Tutor in Social and Political Science; Fellow of Kellogg College

In January 2003, while remaining as Director of Studies in Social and Political Science, Alan Hudson became the Department's first Director of China Programmes. This initiative within International Programmes has now successfully organised programmes in public administration and policy making for senior Chinese civil servants and contributed to the first ever EMBA programme in China. In the next year 'China Programmes' will develop programmes for Higher Education managers.

In 2003 Alan Hudson continued to act as an Education consultant for *WorldWrite*, a Human Resources consultant for C scape and a planning consultant for Sheppard Robson. He also became a fellow of the Royal Society of Art (FRSA).

He contributed text and idea to the Dorling Kindersley text *The Human* (2004) and spoke at conferences and seminars organised by The National Gallery, the Museum Association, The Institute of Ideas, the British Sociological Association and Demos.

Publications

'Elites and standards in higher education', chapter in *The McDonalization of Higher Education*, Westport, Conn: Greenwood Publishing, 2002

Dr C.A. Jackson, Staff Tutor in History and Academic Support; Fellow of Kellogg College

Christine Jackson directs the Foundation Certificate in Modern History and Staff Development (part-time tutors) and Study Skills programmes. She is currently Acting Director of Studies for History and Politics with additional responsibility for the History and Politics Weekly Class and Day and Weekend School programmes.

Away from Oxford, she is External Examiner for the University of Cambridge Board of Continuing Education's Advanced Diploma in Local History and a member of the UACE Staff Development network.

Her recent publications include: 'Clothmaking and the Economy of 16th Century Abingdon', (Oxoniensia, 2002), The Newbury Kendrick Workhouse Accounts, (forthcoming Berkshire Record Series, 2003) and 'Functionality, Commemoration and Civic Competition: a Study of Early 17th-Century Workhouse Design and Building in Reading and Newbury (forthcoming Architectural History 2004). She has given lectures on the Smithsonian and Exeter Summer School Programmes and at Newbury Museum during the year.



Dr Gary Lock, MIFA, FSA, Lecturer in Archaeology; Fellow of Kellogg College

Gary Lock's post is split between the Department, where he directs the archaeology programme, and the Institute of Archaeology. Fieldwork has continued locally with the *Vale and Ridgeway Project* based on the later prehistoric landscape of the Berkshire Downs and Vale around Marcham/Frilford, providing a training excavation for departmental students. This forms the basis for research into the use of Geographic Information Systems technology in the reconstruction of ancient cultural landscapes.

Dr Lock is the Continuing Education representative on the Education Committee of the Council for British Archaeology, a member of SCACE (the Standing Conference on Archaeology in Continuing Education), a member of the National Archaeology Training Forum, external examiner at the Universities of London, Southampton and York, editor of the *Archaeological Computing Newsletter*, and on the Academic Committee of the Oxford Archaeological. Dr Lock is a founder Director of Oxford ArchDigital a spin-out company of the University specialising in archaeological IT consultancy and training.

Publications:

Lock, G. 2003. Virtual Pasts: using computers in archaeology. London: Routledge.

Gosden, C. and Lock, G. 2003. Frilford: A Romano-British ritual pool in Oxfordshire? *Current Archaeology.* No. 184, Vol. XVI No. 4., pp.156-9.

Lock, G., Gosden, C. Griffiths, D., Daly, P. 2003. The Vale and Ridgeway Project: excavations at Marcham/Frilford 2002. *South Midlands Archaeology*, 33.

Dr Bob Lockhart, Staff Tutor in Computing; Fellow of Kellogg College

Bob Lockhart was invited by the OU to help with their new course M361 Modelling Computer Processes. He wrote two papers with Pete Thomas and Raymond Flood. (1) Comparing Modalities in Learning in Computer Science (accepted for the fourth annual conference of the LTSN subject centre for *Information and Computer Sciences:* August 2003) and (2) Performance and Support Comparisons in online and face to face courses (submitted to a special edition of JIER - *Journal of Informatics Education Research* - March 2003)

Along with Pete Thomas and Raymond Flood he obtained a grant from the Learning and Teaching Support Network to investigate student comparative experience of the same course delivered electronically or by conventional means. He attended the LTSN conference in Galway Ireland, August 26, 28 and gave a presentation 'Comparing modalities in learning in computer science' (this presentation is now on the LTSN web site). He attended the NETCA conference at St Andrews September 1, September 5 and gave a talk 'How not to calculate cohomology groups' (this presentation is also now on the St Andrews Gap web site).



Dr Andrew Martin, Lecturer in Software Engineering; Fellow of Kellogg College

Dr Martin continues to be active in the Oxford e-Science Centre and the National e-Science Programme. For the latter, he has hosted several meetings of its Security Task Force; in the former he leads the computing effort of the climateprediction.net [*] project. Last summer, he gave a talk on the subject of Grids and e-Science to the Society for Computers and Law. He has continued to attend, and sit on the programme committee for, the Asia-Pacific Software Engineering Conference, held last year on the Gold Coast in Australia. In the second half of 2002, Dr Martin became a Chartered Engineer.

Utting, M., Toyn, I., Sun, J., Martin, A., Dong, J. S., Daley, N. & Currie, D.W. (2003). 'ZML: XML support for Standard Z', in Bert, D., Bowen, J. P., King, S. & Walden, M. (eds) ZB 2003: Formal Specification and Development in Z and B, Third International Conference of B and Z Users, Turku, Finland, June 4-6, 2003, Proceedings, Vol. 2651 of *Lecture Notes in Computer Science*, Springer.

Simpson, A. C., Martin, A. P., Gibbons, J., Davies, J. W. & McKeever, S. W. (2003). 'On the supervision and assessment of part-time postgraduate software engineering projects', Proceedings of the 25th International Conference on Software Engineering (ICSE), Portland, Oregon, 310 May, 2003, *IEEE Computer Society Press*, pp. 628-633.

Momtahan, L. & Martin, A. (2002). 'e-Science experiences: Software Engineering practice and the EU DataGrid', Proc. Asia-Pacific Software Engineering Conference, *IEEE Press*, pp. 269-275.

Stainforth, D., Kettleborough, J., Martin, A., Simpson, A., Gillis, R., Akkas, A., Gault, R., Collins, M., Gavaghan, D. & Allen, M. (2002).

'Climate *prediction*.net: design principles for public resource modelling research', Proc. 14th IASTED conference on parallel and distributed computing systems.

Dr Steve McKeever, Lecturer in Software Engineering; Fellow of Kellogg College

Since beginning his appointment a year ago, Dr McKeever has been busy establishing two courses on the Software Engineering Programme and teaching algorithm design to students in the Doctoral Training Centre.

While keeping a strong interest in hardware design, he is quickly becoming involved as a software engineer consultant in many escience based projects. He has begun to look at Economic Modeling for Grid architectures as a means of ensuring efficient and effective resource usage.

McKeever, S., Luk, W. and Derbyshire, A., 'Towards verifying parametrised hardware libraries with relative placement information', in Proc. 36th Hawaii Int. Conf. on System Sciences, *IEEE Computer Society Press*, 2003, pp. 279-288.

McKeever, S. and Luk, W., 'Compiling hardware descriptions using relative placement information', submitted to the Fourth International Conference on Formal Methods in Computer-Aided Design, 2002.

Dr Jem Poster, Lecturer in Literature; Fellow of Kellogg College

Jem Poster's first novel, *Courting Shadows*, came out in paperback in March. In April he took part in a panel discussion at the Oxford Festival, and in October gave a writing workshop at the Cheltenham Festival. In June he received one of the Arts Council's annual Writers' Awards.

He has continued to direct residential courses at Madingley Hall for the Cambridge Institute of Continuing Education, and was again occupied during the summer with the Oxford University Summer Programme in English Literature, in his dual role as Director and course tutor. He has now left the Department to take up the Chair of Creative Writing at the University of Wales, Aberystwyth.



Dr Sasha Shepperd, Associate Director of Health Sciences and University Research Lecturer

Sasha joined the Continuing Professional Development Centre in March 2003 from the Division of Public Health and Primary Care, University of Oxford. Prior to this she was a university lecturer at Imperial College. She is responsible for organising and supervising short courses and postgraduate courses in evidence based health care that focus on developing work based skills by applying research methodologies to utilise best evidence. She is a lead reviewer on two systematic reviews for the Cochrane Library and continues research in the area of public involvement in healthcare. She is a member of the Information and Communication Working Group for the UK Newborn Screening Programme Centre, and the research steering group for CancerBacup. In June 2002, Sasha was made an Honorary member of the Faculty of Public Health Medicine.

Publications

Chapple, A., Ziebland, S., Shepperd, S., Miller, R., Herxheimer, A., McPherson, A. (2002) 'Why men with prostate cancer want wider access to Prostate Specific Antigen (PSA) testing: qualitative study'. BMJ Oct, vol 325, 737-741.

Iliffe, S. and Shepperd, S. (2002) 'What do we know about hospital at home? Lessons from international experience'. Applied Health Economics and Health Policy, 1 (3) 141-147.

Hartley, S., Shepperd, S., Bosanquet, N. (2002) 'Information flows in the new primary care organisations: rhetoric versus reality'. Journal of Clinical Governance vol 10,113-120

Shepperd, S., Charnock, D., Cook., A. (2002) 'A 5 star system for rating the quality of information based on DISCERN'. Health Information and Libraries Journal, Dec, vol 19 201-205

Dr Andrew Simpson, Lecturer in Software Engineering; Fellow of Kellogg College

He contributed to a book on Grid Computing: his chapter, 'eDiaMoND: a grid-enabled federated database of annotated mammograms', was co-written with Michael Brady, David Gavaghan, Ralph Highnam and Miguel Mulet Parada, and published in *Grid Computing: Making the Global Infrastructure a Reality* (Wiley).

He presented a paper and a poster at the UK e-Science All Hands Conference in Nottingham in September 2003. He also gave an invited talk at the University of Wales, Swansea.

He co-wrote a paper entitled 'Climate prediction.net: design principles for public resource modelling research' that was published in the Proceedings of the 14th IASTED conference on Parallel and Distributed Computing Systems.

He co-wrote, with Andrew Martin, a paper accepted for the 10th Asia-Pacific Software Engineering conference, entitled 'Generalizing the Z Schema Calculus: Database Schemas and Beyond'. In addition, with his colleagues from the Software Engineering Programme (Jim Davies, Jeremy Gibbons, Andrew Martin, and Steve McKeever), he wrote a paper - 'On the supervision and assessment of part-time postgraduate software engineering projects' - that was published in the Proceedings of the 25th International Conference on Software Engineering



Dr Geoffrey Thomas, Director, Department for Continuing Education; President, Kellogg College

In addition to his academic and administrative duties in the Department and the College, in the course of the year Geoffrey Thomas undertook a range of outside commitments. He lectured on developments in continuing education and other aspects of higher education, in this country and abroad, including delivering the 2002 McBee Lecture at the University of Georgia. During the year he served as a member of the Higher Education Funding Council for Wales, and was appointed Chairman of its Reconfiguration Panel. He served as a Visitor of the University Museum of Natural History, and participated in the WEA Centenary Conference in Oxford. In January 2003 he was elected as a Senior Fellow of the Institute of Higher Education at the University of Georgia.

Publication: 'Who Should Call the Tune in Higher Education? Notes from a Small Island'. Louise McBee Lecture, University of Georgia Institute of Higher Education, November, 2002.

Dr Kate Tiller, Reader in English Local History; Academic Dean; Fellow of Kellogg College

During the year Kate Tiller was made an Honorary Visiting Fellow of the Centre for English Local History at Leicester University. She was co-organiser of the WEA's Centenary University Conference, held at Balliol College in April 2003, and of the reunion to mark the 10th anniversary of the Master's in English Local History, which she has directed from its inception. She gave the annual Lambrick Memorial Lecture of the Abingdon Archaeological and History Society.

In addition to her Departmental duties, she was a member of the Research Committee of the Modern History Faculty.

Kate was external examiner for the University of Sussex MA in Local and Regional History and for the University of Cambridge's continuing education courses. She continued to serve as an Institutional Auditor for the Quality Assurance Agency for Higher Education and on the national committee of

the Victoria County History at the Institute of Historical Research, the Executive Committees of Oxford University Rugby Football Club, and of the Society of Antiquaries, the Board of Studies of the St Albans/Oxford Ministry Course, and the Victoria County History Oxfordshire Sub-committee (representing the Modern History Faculty). She was a Trustee of the County History Trust and of the Victoria County History Trust for Oxfordshire.

Dr Tristram Wyatt, Director of Distance and Online Learning; Fellow of Kellogg College

During the year Tristram's work on pheromones and behaviour at the Department of Zoology continued. He gave invited talks on pheromones at the *International Symposium on Insect Pheromones 3* in Sweden in May 2003, and the *Chemical Signals in Vertebrates 10* (CSV10) conference in Oregon, USA in August.

His publications during the year included the book on pheromones, which has received excellent reviews in the journals *Bulletin of the British Ecological Society* and *Animal Behaviour*:

Wyatt, TD (2003) 'Pheromones and animal behaviour: communication by smell and taste'. Cambridge University Press. 391 pp.

and a short paper

Alonso W, Wyatt TD & Kelly DW (2003) 'Are vectors able to learn about their hosts? A case study with *Aedes aegypti* mosquitoes.' *Memorias Do Instituto Oswaldo Cruz* 98:665-672



Departmental News

Congratulations to

Sean Faughnan on achieving his MBA from the University of Warwick

Janet Harris on the successful completion of her PhD from the University of Hull

Karen Hewitt who has completed 40 years' teaching on the OUSSA programme this year.

Alison McDonald on her award of a DPhil from Oxford on completion of her research in Roman Archaeology

Geoffrey Thomas on becoming a Senior Fellow at the Institute of Higher Education, University of Georgia.

Kate Tiller who was made an Honorary Visiting Fellow at the Centre for English Local History at Leicester University.

Tristram Wyatt on the publication of his book 'Pheromones & Animal Behaviour', on which he has been working over the last couple of years

Arrivals

Olivia Jessica Mary Gaskins born on 19th February 2003 Alexander Stephen Davies born to Jim & Eleanor Davies on 21st March 2003

Edward Sanderson born on 17th April 2003 to Tony & Tania Sanderson

Rebecca Louise Darnborough to Claire & Jonathan Darnborough on 7th July 2003

Departures

During the year the Department lost the services of two valued colleagues:

Dr Jem Poster departed at the end of July 2003 to take up the Chair of Creative Writing at the University of Wales, Aberystwyth

Dr Phil Davies who, after three years secondment to the Prime Minister's Strategy Unit at the Cabinet Office, succumbed to life at the centre of government and accepted a permanent post at the Cabinet Office.

Both of these colleagues made major contributions to the work of the Department. We wish them every success in the future.

Obituaries

During the year the Department lost a number of friends and former members, including:

James Martin, Manager of the Rewley House Dining Room, died suddenly on December 2nd 2002. He was a memorable character and a cornerstone of all social events in Rewley House. He is remembered with much affection by all who came into contact with him.

Dorothy Bednarowska, Emeritus Fellow of St Anne's where she had been Tutor in Literature for 30 years until her retirement in 1984. Dorothy was a dedicated tutor in Rewley House for several decades and a marvellous Director of Studies on the International Graduate Summer School

Edwin Towsend-Coles served on the Delegacy of Extra Mural Studies for many years. Subsequently, he worked for the United Nations and in recent years was Chairman of the Oxford Civic Society.

We are grateful for their work and for the privilege of knowing these colleagues.

Gifts and Donations

Once again we are enormously encouraged by the generosity of a number of individuals, trusts and foundations. Their contributions to the work of the Department are much appreciated and we gratefully acknowledge donations from the following:

W K Kellogg Foundation The Laura I Niles Foundation American Friends of Rewley House Friends of Rewley House The Next to Godliness Charitable Trust The Oxford Italian Association Mr & Mrs Archie Allen Mrs Nancy Asman Mr Don Carpenter Ms Louise Cooley Ms Elizabeth Cozart Mrs Rosa Lee Cozart Mr Robert Demento Mrs Ann Dillon Stanton Mr Ralph Falls Mr James Gallaher Dr & Mrs Ashton Griffin Mr Sam Groom Mr Robert Harris Mr & Mrs Craig Herron Ms Cara Holland Mrs Arlyn J Imberman Mr Ed Meinert Mrs Marjorie Metcalfe The late Mrs Aileen Miles Ms Gillian Nicholls Mrs Shirley Ort Dr Sandra Ott Mr Douglas Pegram Mrs Jo Patton Sarazen Dr Kate Tiller Mr & Mrs Bynum Tudor

American Friends of Rewley House Donations 2002/2003

The following friends were again generous in their support for the work of the College and the Department for Continuing Education.

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Further Information

More detailed information on the Department's activities is available on the Department website: http://www.conted.ox.ac.uk/

Project Manager: Penny Folliott

Designer: Audrey Stokes

Photographers: Anna Sandham, Nicola Warren and Mat Baldwin of Vivid Media.



