

## Archaeology Division Administrative responsibilities 2011-12

### Core Roles:

Head of Division	Barker	To end MT 11
Academic Secretary	Miracle	
Graduate Officer	French	
Fieldwork Coordinator	Nigst	
Safety Officer - Departmental	Rippengal	
Safety Officer - Biological	Butterworth	
Safety Officer – Chemical	Butterworth	<i>McD role, new in 2010-11</i>
IT Coordinator	Petrie	
Part 2a Training Excavation	French	
Timetable/Lecture List	Hills	
Dorothy Garrod Fund	Hills	Joint (main contact)
	Janik	Handover this year
Energy champion	Stoddart	
Garrod Research Seminars	Robb	Joint with Stevens
	Stevens	Joint with Robb
Part 2 Supervisors Coordinator (A2/A4)	Janik	
Part 2b Dissertations	O'Connell	Agreed at TC Feb 2010
Part 2 Research Skills Classes	Barker	Joint with O'Connell in 11-12
	O'Connell	Joint with Barker in 11-12
	Barker	Joint with Janik in 11-12
Graduate Research Skills	Janik	Joint with Barker in 11-12

Part 1 Coordinator	Stoddart (DeMarrais/Petrie co-Chair ET 2012)	
Part 1 ANE Coordinator	Brisch (Spence in ET)	
Part 2a Coordinator	Hills	
Part 2b Coordinator	O'Connell	
Preparation of new Part 1 for HSS Tripos	DeMarrais & Petrie	EDM sabbatical LT 2012
MPhil Programme Director	DeMarrais (Robb for LT)	EDM sabbatical LT 2012
MPhil Course Coordinator - Archaeological Research	Stoddart (Robb for ET)	SS sabbatical ET 2012
MPhil Course Coordinator - Archaeology	DeMarrais (Robb for ET)	EDM sabbatical LT 2012
MPhil Course Coordinator - Assyriology	McMahon	
MPhil Course Coordinator - Egyptology	Ray (Spence	

from ET)

<b>Examiners</b>		
Part 2 External Examiner, Archaeology; MPhil External Examiner, Archaeology & Archaeological Research	Haselgrove	Prof Colin Haselgrove, Leicester University
Part 1 External Examiner	Jo Sofer-Derevensky; Nicky Milner; Josh Pollard	<i>TBC</i>
Part 2 Senior Examiner, Archaeology; MPhil Senior Examiner, Archaeology & Archaeological Research	Hills	
Part 2 Second Examiner, Archaeology; MPhil Second Examiner, Archaeology & Archaeological Research	O'Connell	
Part 1 External Assessor, Papers 5 & 6; Part 2 External Examiner, Assyriology; MPhil External Examiner, Assyriology	Livingstone	Dr Alasdair Livingstone Birmingham University
MPhil Internal Examiner, Assyriology	Brisch	Was new for 2010-11. (Assessor in 2009-10)
MPhil Internal Examiner, Egyptology	Spence	Was new for 2010-11. (Assessor in 2009-10)
Part 1 External Assessor, Paper 7; Part 2 External Examiner, Egyptology; MPhil External Examiner, Egyptology	Hagen	University of Durham/ University of Copenhagen
Part 1 Internal Examiner, Paper 1	DeMarrais	Part 1 Coordinator
Part 1 Internal Examiner, Paper 5	McMahon	
Part 1 Internal Examiner, Paper 6	Brisch	
Part 1 Internal Examiner, Paper 7	Ray	