Russell O. Redman
412-9191 University Crescent
Burnaby, BC V5A 0A1
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Douglas Scott, Mark Halpern
Department of Physics and Astronomy
University of British Columbia
6224 Agricultural Road
Vancouver, BC V6T 1Z1

RE: UBC Work Proposal for Russell O. Redman

Dear Douglas and Mark;

I have many years of experience with the Canadian Astronomical Data Centre (CADC) at the National Research Council of Canada (NRC) where I was the archive scientist for the James Clerk Maxwell Telescope (JCMT) Science Archive (JSA) and project scientist for the deployment of the whole CADC set of collections into the Common Archive Object Model, version 2, (CAOM-2). I retired at the end of August this year (2013-08-28).

In particular, I wrote the Python code used the to ingest new and existing data files into the CAOM-2 database for the JSA. Unfortunately, this task was not completed by the end of my employment at the NRC.

The following tasks remain to be completed through casual employment at UBC.

- Oversee and verify the final migration of the JSA from CAOM-1 to CAOM-2. Some flaws in the existing process have already been identified and need to be corrected. In addition there is an undiagnosed problem that seems to have prevented the ingestion into CAOM-2 of almost a million files.
- Train Joint Astronomy Centre (JAC) staff on the new database architecture.
- Implement procedures to ingest externally produced data products into the JSA, especially the very high value products being generated by the JCMT Legacy Surveys,
- Work on the migration of legacy SCUBA data into CAOM-2.

It is anticipated that the tasks described will take about 100 hours of effort over a period of ten weeks. It may be possible to extend the effort and job description if additional problems are identified, and if funds can be made available.

The JAC has agreed to pay me, through UBC, $30 an hour for this effort. We recognize that there will be an additional, small overhead charged by UBC for handling this casual employment.

Yours truly,
Russell O. Redman