1. IPAB space within the new build
   - Personal offices 1st floor: 5 Academic offices available.
   - Definite moves will be Alex Li, Michael Mistry and other new RA’s
   - Staying in Informatics: Barbara Webb, Sethu Vijayakumar, Kartic Subr, Hakan Bilan, Ram Ramamoorthy
   - Neutral to move: Bob Fisher, Taku Komura, Tim Hospedales, Michael Herrmann
   - All new RAs (11+) to be in the new building.
   - CDT students to move to the space
   - Carol has the list of rooms for each group.
   - Post Docs who’s supervisor is moving may also move to Bayes Centre.
   - Where visitors can be? – Carol will investigate.
   - Robots and layout of ground floor - before ordering furniture to have this discussion for layout
   - Robot Museum – John Ashes is working on a glass display. Bob has an inventory for display. Bob to email John McAleese the inventory.
2. Minutes of last meeting
   No issues raised.

3. Matters arising
   No issues raised.

4. Arrivals and departures
   - Quentin Rouxel Post Doc - Alex.
   - Dr Roman Goulard Post Doc - Barbara
   - Interviewing candidates for Lecturer/Senior Lecturer/Reader in Robotics taking place in March 2018

5. New Grants and Proposals
   - ESC proposal.
   - CDT bioinformatics and AI
   - CDT RAS
   - Royal Society Secondment

6. Budget and Resources
   Inviting speaker recommendations to be passed to Barbara Webb.
   - Barry Trimmer – SICSA Distinguished Visitor
   - Marc Raibert – share costs for Showcase October. Sethu to get in contact
   - Henry Christian – Trimbots
   - Rodney Brooks
   - Marta Kwiatkoska - Machines and morals workshop

7. Business Development
   This Special Project has grown with the need to co-ordinate no less than 6 Sol CDT Bids. John McAleese remain single point of contact for IPAB BD but work may be allocated to other staff within commercialisation team.

   Special Notice to IPAB Staff - please contact JMcA if he can value for you at the Artificial intelligence and robotics: innovation, funding and policy priorities: JMcA attending Westminster eForum Keynote Seminar - 27 February 2018 (representing ECR)

8. IPAB webpage
   Informatics Communications Team to help with News Articles being published
   News Items
   - Undergrad dung beatle project in South Africa - Barbara
   - FCL18: AI in the Cinema – Dystopia Now? - Bob
   - Forbidden planet item in London - Bob
   Details for these new items to be sent to Level1Admin to put on
9. Teaching
   - IAR teaching project cluster. Students training together however developing own projects. For more information see Barbara.
   - Graphics not to be examination – Kartic contact Sharon Goldberg.
   - MLP – Hakan teaching next year in deep learning.
   - The informatics Communication Advisory Forum is organising a series of outreach talks for children from disadvantaged families in Edinburgh. They asked for PhD student volunteers to give the talks. Vlad to email students.
   - The Embedded and Robotics Society (a UoE student society) asking for volunteers to talk to undergraduate students.

10. IPAB workshops and seminars
    No issues raised.

11. Student Issues
    No issues raise.

12. Computing Issues
    Remove topic from future meetings, unless requested.
    Tim questioned if a Physic simulation could be purchased and which funding this would come out of. Barbara and Sethu agreed on getting an Institute account and money can come out of the ORCA grant for the duration of the grant.

13. Admin issues
    Student business cards orders to go through Level1 Admin office and approved by Barbara.
    Admin office based in the Bayes Centre for IPAB - Heather to look into.

14. Socials
    Firbush trip booked for April.

15. Directors Business
    No Issues raised

16. AOB
    Nothing raised
17. Date of next meeting

The date of the next meeting is scheduled for Thursday, 29th March 2018.