
Meeting
IPAB Staff Meeting

Date
Thursday, 29th March 2018

Attendees

Barbara Webb (BW)
Taku Komura (TK)
John McAleese (JM)
Vlad Ivan (VI)
Hakan Bilan (HB)
Kartic Subr (KS)
John Pisokas (JP)
Ram Ramamoorthy (SR)
Steph Smith (SS)
Allison Taylot (AT)

Place
1.15, IF

Time
2pm

1. Minutes of last meeting

Minutes from the last meeting were agreed as accurate. No amendments required.

2. Matters arising

Visitors space within new building – Carol to chase up.

Invited speaker recommendations. Marc Raibert (share costs for Showcase October) – Sethu to get in contact.

CM

SV

3. Arrivals and departures

New staff

Raphael Bricout – RA (Michael Mistry)

Simon Smith Bize – RA (Ram Ramamoorthy)

Informatics visitors

Meili Wang on 1 year visit from Northwest A & F University, China.

Host: Taku Komura

Chancellors Fellow post (Robotics)

Advert is now closed. 28 applications received.

Date for short listing to be set.

If anyone is interested in being involved as a panel member, please contact Barbara.

4. New Grants and Proposals

Ram

Small SP proposal (AI safety) – successful 1st round, will now submit full proposal.

Taku

Kyoto – 3D motion synthesis.

3,550,000 Japanese yen (£23,000 approx)

5. Budget and Resources

Nothing to report.

6. Business Development

CDT-RAS renewal bid

- Outline bid submitted to EPSRC 13 March 2018
- CDT RAS Industry Workshop scheduled for 9th April 2018.
- John liaising with FiveAI to obtain letter of support
- Pricing structure for industry involvement being finalised

7. IPAB webpage

The group were reminded that news items and details of new starts/leavers should be sent to the level 1 admin team to update the webpage.

8. Teaching

A re-organisation of the current teaching allocation is planned – nothing formal regarding what changes will be implemented has been announced as yet.

9. IPAB space within the new building

No updates.

10. IPAB workshops and seminars

Current schedule runs up to and including 7th June. New schedule will be issued in due course.

11. Student Issues

No issues raised.

12. Computing Issues

No issues raised – it was agreed that going forward this item will be removed from the agenda.

13. Admin issues

Admin office staffing

Following the departure of Suzanne Perry, Allison Taylor will move on a level transfer basis to level 2 admin office. The level 1 admin vacancy will be advertised and filled in due course.

Procurement

Issues with the current purchasing procedures were raised again. The time the ordering process takes being the main problem, particularly where items are required quickly/next day.

Barbara has raised this with the strategy committee, who were aware of the issues. Barbara will raise/discuss with Martin.

BW

Quality of products available via the approved suppliers was also a concern.

14. Socials

Firbush

IPAB student trip to Firbush takes place 13-15 April. The trip has proved popular with all 25 available spaces being taken up.

Summer social

Currently no arrangements in place for a summer social. John will explore possibilities.

JP

15. Directors Business

Nothing to report.

16. AOB

No other business raised.

17. Date of next meeting

The next meeting is scheduled to take place on Thursday, 26th April 2018.

