### Meeting

**IPAB Staff Meeting**

### Date

Thursday, 29\textsuperscript{th} November 2018

### Attendees

Barbara Webb (Chair) (BW)  
Hakan Bilen (HB)  
Jodie Cameron (JC)  
Bob Fisher (BF)  
Tim Hospedales (TH)  
Vlad Ivan (VI)  
Mohsen Khadem (MK)  
John McAleese (JMc)  
John Pisokas (JP)  
Ram Ramamoorthy (SR)  
Kartic Subr (KS)  
Steph Smith (SS)  
Sethu Vijayakumar (SV)

### Place

IF 1.16

### Time

13:30pm

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1. **Minutes of last meeting**

   Minutes of the last meeting were agreed as accurate with no amendments required.

2. **Matters arising**

   No matters arising.

3. **Arrivals and Departures**

   **New starts**
   
   Mohsen Kahdem – Lecturer in Robotics  
   Michael Burke – Research Associate (Ram)  
   Konda Reddy Mopuri – Research Associate (Hakan)

   **Visitors**
   
   Gabriella Pizzuto - 1 month visit from Plymouth University  
   Host: Tim Hospedales
Antonio Javier Gallego Sanchez – 6 month visit from University of Alicante. Host: Bob Fisher

Wei Xu – 1 year visit from China North Vehicle Research Institute
Host: Alex Li

William Steadman – 1 month visit from MIT
Host: Barbara Webb

4. New Grants, Proposals, Research Opps

Barbara Webb: ERC consolidator grant (collaborator role). Dung Beetle behaviours.

5. Budget and Resources

Apologies from Ruta.

Barbara to schedule catch up meeting with Ruta.

City Deal purchases
‘Show & tells’ of new equipment are expected to be requested.

6. Business Development

Boundary Technologies (Bob Fisher)
- Discussions with Paul Walton and Robin Knox (founders)
- Project idea includes AI camera which would work as an intelligent distributed home security system
- Bob would contribute on a consultant basis
- Ongoing – latest progress is that Bob has provided a quote for the Smart Award application.

Arvore (Taku Komura)
- Expressed interest in using art of the code and data on Taku’s quadruped animation on a commercial project.
- Company saw quadruped at SIGGRATH 18
- Consent from Bandai Namco required – Taku liaising

Automated Insect Farm
- Team awarded full £2200 requested
- On-going work includes building prototype, looking at protectable IP, seeking physical space options.
7. **IPAB webpage**

   Level 1 admin to update.

8. **Teaching**

   *Computer Graphics*
   Kartic to contact Sharon to discuss the future of this course.

   **Summary**
   Teaching will be discussed in detail at the next meeting (Jan 2019). All teaching staff should bring/provide a summary of their teaching duties.

9. **IPAB space**

   *Storage*
   Inspace is no longer an IPAB owned space, the teaching lab in Bayes in currently being used as a storage room.

   External storage needs to be considered. Vlad will advise Barbara of the cubic metres required. Barbara can then discuss options with School Office.

   *Security*
   There have been numerous incidents of attempted unauthorised entry to labs within Bayes.

   Vlad will conduct short inductions for lab occupants which will cover access issues and how to deal with unauthorised personnel.

10. **IPAB Seminars**

   Staff were encouraged to invite external speakers.

11. **Student Issues**

   *Standing desks – Bayes*
   Standing desks are not supplied as standard. If there is a medical need for a standing desk, a formal occupational health assessment and recommendation is required.

12. **Admin issues**

   No admin issues.
13. Socials

Christmas
Steph to issue Doodle poll to finalise date.

14. Directors Business

No directors business.

15. AOB

The 2020 European Conference on Computer Vision which was scheduled to take place in Edinburgh will relocate to Glasgow SECC due to increasing delegate numbers.

16. Dates of next meetings

December 2018
There will be no meeting held in December.

2019
The meetings will continue to be held on the last Thursday of each month.