<u>**Attendance**</u>
Steve Renals (Chair), Alex Lascarides, Chris Geib, Myrosia Dzikovska, Hiroshi Shimodaira, Barry Haddow, Jonathan Kilgour, John Lee, Colin Matheson, Sharon Goldwater, Caroline Hastings, F. Max- Lino, Robin Lickley, Bonnie Webber, Rob Clark, Ewan Kline, Philipp Koehn, John Sutton, Frank Keller, Jon Oberlander Nicola Drago Ferrante

Apologies: Johanna Moore, Simon King

1. <u>**Research Presentation**</u>
<u>Word Segmentation from noisy data with minimal supervision</u>
This is a three year project funded by the EPSRC, PI is Sharon Goldwater.  The project will design and implement novel language models for use in an unsupervised or minimally supervised setting to simultaneously perform word segmentation and correction of noise and variability in the realization of words (as might occur in the output of optical character recognition, or due to phonetic variability in speech).

2. <u>**Director's Report**</u>
Steve Renals reported that research funding was very good last year.  The total grant awards since August 2010 totalled £15,922,703.  This is the highest within Informatics, and compares well with other schools across the university.

EPSRC's new "shaping capability" remit will result in some areas being prioritised, others deprioritised.  Although they will still fund grants in rank order, they will now have the power to decline to fund grants in deprioritised areas (if not ranked first, for example). Speech Technology has been deprioritised.  HoCI is being reviewed by an expert group.

A discussion took place about EU grant funding.  It was reported that funding works on a 7 year cycle and that the current FP7 framework will soon come to an end.  Internal changes are being made in relation to Horizon 2020 (FP8).  Philipp Koehn, Simon King, and Steve Renals are participating in the expert groups for HLT.

There have been changes to school governance.  The PRC is now called Strategy Committee and there are 4 nominated/elected members, including Chris Geib.  Research Committee, which is convened by Jacques Fleuriot, has been re-established.  Research Committee discusses issues not covered by the Strategy Committee, and is mainly concerned with 'nuts and bolts' issues.

PI charges from EU and DARPA grants will be returned at the same level as for EPSRC grants, although the return to institutes is still low this year.

Estates and Building are currently looking into the access to DSB via the interconnecting doors. They need to consider the VAT situation before any decisions can be made.

## 3. Finance Report
ILCC were overspent by £361 last year. This is being carried into this financial year. This year's income from overheads is £50,000 with £10,000 allocated for seminar support. A further £34,200 is needed for studentships. If we meet the cost of studentships from our income this year that will relieve the pressure on the G account. Mike Fourman indicated that there may be a possibility of freeing up a small amount of money used for undergraduates for postgraduates. It was also recommended that people try to support PhD students through their grants. Bonnie Webber mentioned that Google offer funding to female undergraduates and that Miles is speaking to them about the possibility of funding for postgraduates. Since June 2011, there have been 11 grant submissions and 15 awards totalling £7,282,585.

## 4. PhD Milestones
It was agreed that ILCC adopt the following PhD milestones, which conform to the graduate school guidelines:
$1^{st}$ year- Student submits thesis proposal to supervisor / grad school, followed by presentation. Student receives written feedback.
$2^{nd}$ Year – Student submits written report to a panel consisting of supervisory team and at least one other independent member, followed by a presentation. Written feedback must be given to student
$3^{rd}$ Year – DDD. This should take place a few months before submission.
It was agreed that a pre viva talk, whilst important, is not part of the assessment process and should therefore be optional.

## 5. PhD recruitment and funding
[Updated after meeting] The early deadline for PhD applications is 16 December 2011. Applications can be received after this date, but overseas applicants in particular should apply by 16 December. Grad school has asked that PhD selectors are made aware of any communications between applicants and other academic staff. Correspondence with potential applicants should be cc'ed to Hiroshi. Scholarships for Chinese students are available through CSC. However, SFC are phasing out funding for overseas students.

## 6. Date of the next meeting
The next meeting will be held on Wednesday $16^{th}$ November in 4.31/4.33 at 12.30.