

## **Minutes of ICCS/HCRC Staff Meeting**

**Wednesday 21 Apr 2010 at 12.30pm**

### **Attendance**

Present: Johanna Moore (Chair), Simon King, Alex Lascarides, Bea Alex, Claire Grover, Sharon Goldwater, Hiroshi Shimadaira, Frank Keller, Ron Petrick, Chris Geib, Victor Lavrendo, Caroline Hastings, Henry Thompson, Steve Renals, Ewan Klein, Miles Osborne, Philipp Koehn, Conrad Hughes, Charles Sutton and Jenny Burness

Apologies: Jon Oberlander, Helen Pain, Frederick Max-Lino and Mark Steedman

#### **1. Matters arising from previous minutes**

Authorisation to hire a senior position; no money for this, group were informed to strengthen the case. JM briefed group on how discussions went and there will be no further announcements until June or July. Seminar speakers should be utilised as part of this strategy.

#### **2. PhD Admissions deadline**

Sharon Goldwater asked if we can influence the PhD admission deadline. Proposal to make it earlier, i.e. in late January / February and can they be moved to be more in line with the USA. Bea Alex added that at the staff representatives meeting this was also raised. HS to raise this at the selector meeting in May 2010.

### **Student Recruitment**

CogSci Degree: action to team up with PPLs and step up recruitment in order to strengthen this. It was noted that MSc recruitment on NLP Courses was not attracting Informatics students. It was suggested that there was a need for a greater presence at open day activities and a need to liaise more closely with Morna Findlay (the schools liaison officer) Agreed a working party would be set up for student (MSc and PhD) recruitment. The working party will comprise of Sharon Goldwater, Frank Keller, Miles Osborne and Simon King for advice.

#### **3. Website Redevelopment**

It was noted that the School website is changing. There will be a meeting next week with Computing Staff. Further discussions are necessary to determine who will be responsible for keeping the information up to date. It was felt there needed to be a designated web master, ongoing commitment and allocation of resource from the school. SG and FK would report back from the meeting.

#### **4. Research Staff Representative**

Bea Alex briefed the group on what this involves and if we have any issues she will take them forward to College.

**5. Funding Opportunities**

Caroline Hastings briefed the group on the current situation. Philipp Koehn briefed the group on the meeting he attending in Luxembourg which discussed the 2011/12 EU budget and future funding opportunities. It was noted he had already distributed slides of the presentation given by Roberto Cencioni.

**6. Any Other Business**

Reunion. Johanna Moore advised the Meeting of how plans were proceeding for the reunion.

**7. Date of Next Meeting**

Wednesday 16 June 2010 at 1 pm.