

## Minutes of ILCC/HCRC Staff Meeting

Wednesday, 28<sup>th</sup> March 2018, at 12.00pm in room 4.31/4.33

### In Attendance

Frank Keller (Chairman), Benjamin Bach, Uli Germann, Sharon Goldwater, Kenneth Heafield, Alex Lascarides, John Lee, Adam Lopez, Chris Lucas, Walid Magdy, Johanna Moore, Helen New, Korin Richmond, Rico Sennrich, Mark Steedman, Ivan Titov, Henry Thompson, Kami Vaniea and Bonnie Webber.

### 1. Apologies

Apologies were received from Caroline Hastings, Robin Hill, Helen Pain, Steve Renals and Maria Wolters.

### 2. Minutes of last meeting

Approved.

#### Matters Arising

- 1.1 Item 9 - Alan Turing Institute - to be reported at the next meeting.
- 1.2 Item 2.2 from the Minutes of 5<sup>th</sup> September 2017, relating to the feedback from the postgraduate students in relation to teaching support funding, is still ongoing.
- 1.3 The item on Stuart Anderson redesigning the recruitment policy would not be carried forward. FK had collected the feedback on the duty allocation proposal.
- 1.4 The commemoration for Jon would be carried forward to the next meeting.
- 1.5 CDT proposal – this action had now been carried out.

### 3. Finance and funding – Caroline Hastings

As CH was unable to attend the meeting, FK reported on the grant applications, the proposals under review and awards given since the last meeting in February. He congratulated everyone on their successful awards.

HN reported that 5 Horizon 2020 grants are being submitted for the April deadline with more applications in preparation.

### 4. CDT in NLP application

FK reported that 3 submissions had been made, but that there had been a problem in that the College had decided to put the Data science submission in the AI panel without anyone's knowledge. FK would raise the issue at the Strategy committee meeting he was attending later today.

**Action:** AL would also email JM outlining the series of events.

The final outcome on the CDT in NLP application would be determined in time for the start of the academic year 19/20.

### 5. Director's Report – Frank Keller

FK reported on the following items:

- The mock REF is looming. SR is the REF coordinator for the School and HT is the Institute REF coordinator. MS will sit on the mock REF panel to evaluate and give feedback on submissions. HT urged new staff to contact him in advance to check their submissions with him as the rules had changed.

- FK outlined the programme for the Research Day on the 24<sup>th</sup> April. The final programme would be circulated in due course.
- FK reported on the Forum space matters, which included new academic office space, meeting rooms, skype pods and reported that the works would be approved at the Strategic committee meeting today with a view to completion in autumn 2018. There would be additional space for 15 more academic staff once the ATI staff moved to the Bayes Centre.
- Schemes – new investigator scheme (which started in July 2017). FK reported that the scheme was underutilised and urged new staff to look at the scheme.
- FK reported that the EPSRC has introduced a new initiative ‘Big Ideas’ and urged new staff to apply.

## **6. Recruitment – Frank Keller**

FK reported that a replacement post for EK would be advertised, with more posts to follow. FK sought input from staff regarding the post which was due to be discussed as an item ‘strategic appointments’ to be raised at the Strategy meeting that he would be attending.

After lengthy discussion took place on the criteria for the post, FK spoke on the general areas which could be clustered together. However, it was felt that there were too many broad areas and the areas could be narrowed down to limited areas, so as to attract the best candidates. Staff felt that it was important to build connections with other Schools, including the Business School, Law and SPS, to share areas of interest on the criteria for the post.

FK recruited the following volunteers to write a short paragraph for a business case for each area submitting their response to FK who would take them to the next Strategy Committee meeting in one month’s time.

Computational Cognitive Science/Computation and Cognition - CL  
 Speech/Spoken Language Technology - KR  
 Human-computer Interaction - BB/MW  
 Comp Social Science/NLP - WM

**Action:** FK to have a meeting with JH/JM regarding the criteria for the post.

**Action:** A Lascarides to join IPAB.

## **7. PhD admissions update – Chris Lucas**

CL reported that funding had been made available to all applicants. Currently, the GSO were processing the ‘reserve’ lists of applications. There was concern that good late applications would not be considered above applications from the reserve list and CL would speak to NT about the general concern from staff about this.

## **8. Teaching Duty allocation update – Sharon Goldwater**

SG reported that she met with SA regarding teaching allocations, but there had been no updates to report. SG hoped to get more information at the next meeting she was attending with SA. Staff were also encouraged to attend the meeting.

## **9. Alan Turing Institute update – Maria Wolters**

This item would be carried forward to the next meeting.

## **10. DONM – 30<sup>th</sup> May 2018 at 1pm in room 4.31/4.33**