

Strategy Committee Meeting Minutes Wednesday 28th March 2018



Attendees: Johanna D Moore (Chair), Nigel Goddard, Nigel Topham, Martin Wright, Vashti Galpin, Frank Keller, Murray Cole, Kousha Eteessami, Jacques Fleuriot, Jim Ashe, Lorna Adams (secretary)

Apologies: Jane Hillston, Barbara Webb, Stuart Anderson

	Summary	ACTION																										
1.	PREVIOUS MEETING																											
1.1	Approval of previous meeting minutes Minutes from the previous meeting were approved with no changes.																											
1.2	<p>Matters arising from previous meeting</p> <p>Allocation of Teaching Duties – SA to produce a briefing document to distribute to Dols for discussion. This had not been done.</p> <p>REF co-ordinators – KE advised that he had not found any volunteers yet, and asked if this role would buy people out of other duties, as this may make it more appealing. However as MW clarified, this is a relatively minor duty and should not impact on current duties. KE will raise it again with the Institute, but in the meantime will go and speak to MW.</p> <p>Research lunch attendance – Dols are continuing to promote these events.</p> <p>Draft Proposal on new UG Curriculum – Remind SG to circulate to Dols. Still to do.</p> <p>Global studentship scheme – Small group to be convened to consider suitable options in memory of Jon Oberlander. FK is happy to chair this.</p> <p>Issues with procurement procedure – MW/BW/AS are still to meet, have not forgotten!</p>	<p>SA</p> <p>KE</p> <p>SG</p> <p>FK</p> <p>MW/BW/AS</p>																										
2.	HEAD OF SCHOOL'S BUSINESS																											
2.1	Report from Head of School Dave Robertson (HoC) has invited proposals for additional investment posts to develop key areas related to data driven innovation. MW will address this in item 2.4.																											
2.2	<p>Academic Recruitment Update MW briefly updated the Committee on current academic recruitment, as below:</p> <table style="width: 100%; border: none;"> <tr> <td style="width: 50%;">L in Robotics</td> <td>Mohsen Khadem starts 1 Nov 18</td> </tr> <tr> <td>L/SL/R in Robotics (2nd post)</td> <td>Candidate visiting visiting 3 April</td> </tr> <tr> <td>L/SL/R in Security and IoT</td> <td>Offer out</td> </tr> <tr> <td>L/SL/R in Security & Privacy</td> <td>Interviewing 27, 28 March & 9 April</td> </tr> <tr> <td>L/SL/R in AI/Machine Learning</td> <td>Interviewing 25 April</td> </tr> <tr> <td>L/SL/R in Database Systems</td> <td>Shortlisting 29 March</td> </tr> <tr> <td>Senior Data Scientist</td> <td>Sohan Seth accepted – start date TBC</td> </tr> <tr> <td>L in Biological Informatics</td> <td>Ian Simpson starts 30 Mar 18</td> </tr> <tr> <td>L/SL/R in Computational Biology</td> <td>PRAF submitted by SBS</td> </tr> <tr> <td>Senior Lab Manager: Cognitive Science</td> <td>Robin Hill accepted, started 1 Mar 18</td> </tr> <tr> <td>Chancellor's Fellow (Digital Technologies)</td> <td>Shortlisting 20 April</td> </tr> <tr> <td>Chancellor's Fellow (Robotics)</td> <td>Shortlisting date TBC</td> </tr> <tr> <td>L/SL Business Application of Informatics</td> <td>PRAF approved</td> </tr> </table> <p>Action: L/SL/R in Computational Biology – MW to pick this up with Guido Sanguinetti, as not clear what current status of this post is.</p>	L in Robotics	Mohsen Khadem starts 1 Nov 18	L/SL/R in Robotics (2nd post)	Candidate visiting visiting 3 April	L/SL/R in Security and IoT	Offer out	L/SL/R in Security & Privacy	Interviewing 27, 28 March & 9 April	L/SL/R in AI/Machine Learning	Interviewing 25 April	L/SL/R in Database Systems	Shortlisting 29 March	Senior Data Scientist	Sohan Seth accepted – start date TBC	L in Biological Informatics	Ian Simpson starts 30 Mar 18	L/SL/R in Computational Biology	PRAF submitted by SBS	Senior Lab Manager: Cognitive Science	Robin Hill accepted, started 1 Mar 18	Chancellor's Fellow (Digital Technologies)	Shortlisting 20 April	Chancellor's Fellow (Robotics)	Shortlisting date TBC	L/SL Business Application of Informatics	PRAF approved	<p>MW</p>
L in Robotics	Mohsen Khadem starts 1 Nov 18																											
L/SL/R in Robotics (2nd post)	Candidate visiting visiting 3 April																											
L/SL/R in Security and IoT	Offer out																											
L/SL/R in Security & Privacy	Interviewing 27, 28 March & 9 April																											
L/SL/R in AI/Machine Learning	Interviewing 25 April																											
L/SL/R in Database Systems	Shortlisting 29 March																											
Senior Data Scientist	Sohan Seth accepted – start date TBC																											
L in Biological Informatics	Ian Simpson starts 30 Mar 18																											
L/SL/R in Computational Biology	PRAF submitted by SBS																											
Senior Lab Manager: Cognitive Science	Robin Hill accepted, started 1 Mar 18																											
Chancellor's Fellow (Digital Technologies)	Shortlisting 20 April																											
Chancellor's Fellow (Robotics)	Shortlisting date TBC																											
L/SL Business Application of Informatics	PRAF approved																											

	<p>When advertising the post of Business Application of Informatics Institute JF asked that CISA should be involved in the process. MW responded that it was not always possible to anticipate in which Institute a post would reside, as this was the choice of the appointee. JF's request was, however, noted.</p> <p>MW advised that we have now had confirmation from College, that all investment posts in the School Plan for 2018/19 will be approved. These include a new chair and research group in 'Applied Robotics', such as manufacturing. We are in a better position than in previous years, as we know quite far in advance the areas where we can recruit.</p> <p>There are posts to support online distance education, for which we have approval in principle, however we are holding off on this until we have a clearer view of what the University's and College's positions will be on this.</p> <p>Action: SOA/NG to follow up on proposed joint programme with the Business School.</p> <p>2.3 Chancellor's Fellows recruitment</p> <p>There were three streams for this pool of Chancellor's Fellows: Space & Satellites; Robotics and Digital Technologies, with Informatics signed up to the latter two. The longlist meeting for Digital Technologies identified seven candidates that would be of interest to us and we would anticipate that these will be shortlisted. Shortlisting for the Robotics post will take place jointly with the School of Engineering. We anticipate that we would appoint two or three CF's in total.</p> <p>2.4 Investment posts – additional funding (Paper 2.4)</p> <p>MW introduced this item, which follows on from the invitation from HoC for additional investment posts to develop key areas related to data driven innovation. The invitation was received at short notice with a very tight turnaround.</p> <p>The paper (2.4) submitted to College identifies three areas for development to support this wider aim and seeks to appoint at reader level within the following areas: data infrastructure; data governance and medical data science. It was noted that this document can be further shaped. If we receive approval from College, then we should be able to shape the proposal within the original broad parameters.</p> <p>The Committee discussed with the following comments being noted:</p> <ul style="list-style-type: none"> • NG suggested that Medical Data Science should be broadened to integrate Medical and Social Care. • FK was concerned about the increased teaching load implied by the business case. Would we be able to commit to this, given how stretched we are currently? MW stated that the business case required an extra six premium fee students per post, which would be at the margin, if recruited to existing programmes. However, it was noted that if this resulted in an extra degree programme, this would have a bigger impact. • KE felt this was a similar "phenomenon" as the Chancellor's Fellows, in that these are thrown at us with very short timescales to action. It was duly noted that this requires longer term strategic planning. • NT suggested that a review of existing identified priority posts and selecting from those might be a way to respond to future similar calls. 	SOA/NG
--	--	--------

<p>3.</p> <p>3.1</p> <p>3.2</p> <p>3.3</p> <p>3.4</p> <p>3.5</p>	<p>RESEARCH BUSINESS</p> <p>Report from Director of Research (Paper 3.1) JH sent her apologies, as she was on the interview panel for the Security & Privacy post today. She did provide a written summary report (see below), which was tabled at the meeting.</p> <p>Mock REF The deadline for the School’s response to the University’s 2018 Mock REF exercise is the end of June. It was noted that further details of eligibility and the School return were in the General Meeting slides, which are available here.</p> <p>There was some concern around the potential challenge preparing 12 impact case studies. It was suggested that any colleagues in Institutes who were concerned should speak to Mike Fourman, as Impact Co-ordinator.</p> <p>Internal panels will review publications and impact case studies.</p> <p>CDT Bids We had originally submitted four proposals to the EPSRC call, PPar-SESS (Pervasive Parellelism: Smart, Efficient, Safe Systems), SPT (Security, Privacy and Trust) and RAS (Robotics and Autonomous Systems). A further two were submitted in response to the additional UKRI call NLP (Natural Language Processes) and AIBS (Artificial Intelligence for Biomedical Sciences). The DSAI bid had been moved from the EPSRC call to the UKRI call by College, without reference to the School. The outcome of these proposals will be advised in May.</p> <p>Big Ideas EPSRC currently has a consultation open called Big Ideas : (https://www.epsrc.ac.uk/research/ourportfolio/epsrc-big-ideas/). This is a new initiative to collect ideas for future funding programmes.</p> <p>Action: Dols to initiate EPSRC/Big Idea discussions in their Institutes.</p> <p>Research Day The annual Research Day is taking place on Tuesday 24th April in G.07/G.07a, from 9am until 3:30pm. A full programme is now available - Research Day 2018. Please register via the Eventbrite link.</p>	<p>Dols</p>
<p>4.</p> <p>4.1</p> <p>4.2</p>	<p>TEACHING BUSINESS</p> <p>Report from Direct of Teaching As SOA had sent his apologies, there was no update from DoT. In his absence, MW provided brief updates where known.</p> <p>Admissions update MW advised that the projected PGT intake to date was similar to the same time last year, at around 300-320 students.</p> <p>UG looks to be a fairly large intake and is up in most categories, particularly from overseas. There is a risk that we will go over 300. It was also noted that applications from EU students were up as well.</p> <p>It was suggested that we look at pricing across our programmes, potentially increasing fees as a way of moderating demand.</p>	

<p>4.3</p> <p>4.4</p> <p>4.5</p> <p>4.6</p> <p>4.7</p> <p>4.8</p>	<p>Graduate Apprenticeships These apprenticeships mean that students are here for two years full-time and then two years for a combination of study and workplace learning. SOA has been doing a lot of work on this over the last few days and will report back more fully at the next meeting.</p> <p>Distance/online learning There is an admin duty vacancy for Distance Education Co-ordinator. Any suggestions for this post would be welcome.</p> <p>International student recruitment priorities There was discussion around international student recruitment. It was noted that applications and admissions for both UG and PGT Overseas students continued to show strong growth in demand. In this context, it was felt that the need for 2+2 and similar arrangements with overseas institutions should no longer be a priority for the School. Existing arrangements and any new arrangements should only be continued or entered into where these brought substantial additional strategic benefits to the School. Existing arrangements should be reviewed on this basis.</p> <p>Action: Strategy Committee agreed that is position should be communicated to the Director of Internationalisation.</p> <p>Allocation of duties Dols were concerned that there had been no further consultation regarding changes to the model for the allocation of duties as the revised paper had not been received from the DoT. FK advised that he had consulted within ILCC on the basis of the paper presented at the November meeting of this committee and had fed back to SOA on that basis.</p> <p>Curriculum review The position with the above was queried, following discussion at the last meeting of SC. The consultation on the revised proposal was to have been done ahead of today's meeting and before the allocation of workload/duties.</p> <p><i>[Post Meeting Note: SG has advised that she had made some updates to the proposal document, but after further discussion with SOA and JH, it was decided that a more effective feedback mechanism would be for SG to circulate directly to teaching staff with a feedback form. This has been delayed due to the strike but SG was hoping to do this within the next couple of weeks (she still needs to speak to one or two individuals first, and also write the feedback form).</i></p> <p>Teaching Day SOA was not present to talk to this item.</p>	<p>ALL</p> <p>HoS</p>
<p>5.</p> <p>5.1</p>	<p>GRADUATE SCHOOL BUSINESS</p> <p>Report from Director of Graduate School NT reported that we have had one scholarship awarded from Microsoft and have also nominated students to attend the Microsoft Summer School in Cambridge.</p> <p>It was also noted that CISA applications were up significantly and in general, there is evidence that applications are arriving earlier – by two weeks.</p> <p>We are also committing funds to scholarships as early as we can.</p>	

5.2	<p>Admissions update NT provided an update to the Committee showing continued strong demand for places.</p>	
6. 6.1	<p>COMMERCIALISATION BUSINESS Report from Director of Commercialisation and Industry Engagement JA advised that he is working with Dols so that it is clear they know who their first point of contact, i.e. BDE is. The BDE contact for each Institute will be as follows :</p> <p>LFCS: Keith Edwards; Ahmed El-Rayis ICSA: Keith Edwards; Ahmed El-Rayis ILCC: Keith Edwards; Ahmed El-Rayis IPAB: John McAleese; Cristian Novotny CISA: John McAleese; Cristian Novotny ANC: John McAleese/Keith Edwards; Cristian Novotny</p> <p>JA will be putting a paper together and will feedback to the Committee in due course, however, would welcome input from Dols.</p> <p>EIE – 19th April – School has a table at the dinner. If you have any industry partners that you would like to invite, please speak to JA.</p>	ALL
7. 7.1	<p>EQUALITY AND DIVERSITY RBS and Amazon Scholarships MW spoke to this – UG funding targeting students from disadvantaged backgrounds. This is a good thing, given Government, College and School priority in this areas.</p> <p>MW also advised that Bob Fisher will take over as Equality and Diversity Coordinator at the beginning of August 2018.</p> <p>The Jamboree will be taking place on Friday 13th April 2018. This is an event aimed at building a stronger community within the School.</p>	
8. 8.1	<p>STRATEGY AND PLANNING Service Excellence update MW gave an update on Service Excellence.</p>	
9. 9.1	<p>ANY OTHER BUSINESS Informatics Forum – Capital Works 2018 The tabled paper is mainly for information. However, the strategic point to highlight is the completion all major outstanding works within the Forum. One resultant aim of completing these works, is to create additional “type C” offices, which will allow all academic staff to be provided with a uniform standard of office.</p> <p>When Bayes opens, Amanda MacKenzie (Graduate School Manager) and her team; CDT admins; plus new CDTs, will be relocated on level three in the new building, close to the current Wolfson Wing. JA and his team will be located also on level three of Bayes.</p>	
10.	<p>Date of next meeting: Wednesday 23rd May 2018, 2pm, Turing Room</p>	