Strategy Committee Meeting Minutes
Wednesday 19th December 2018

Attendees: Jane Hillston (Chair), Kousha Etessami, Nigel Topham, Nigel Goddard, Frank Keller, Chris Williams, Bob Fisher, Mahesh Marina, Stuart Anderson, Barbara Webb, Keith Edwards (for Jim Ashe) Martin Wright, Lorna Adams (secretary).

Apologies: Jacques Fleuriot, Jim Ashe

	Summary	ACTION
1. **1.1**	**PREVIOUS MEETING** **Approval of previous meeting minutes** Minutes from the previous meeting were approved with no changes.	
1.2	**Matters arising from previous meeting** KB Centenary 2020 – JH will circulate briefing document from recent CSMC Meeting to this Committee. Possible collaboration opportunity in Bangalore – KE to email JH details of LFCS's known links to Bangalore. There has been no further progress from the University as yet. 'Secret Shopper' to review Open Day activities and recruitment materials – RBF will provide a report in this month's update.	JH KE RBF
2. **2.1**	**HEAD OF SCHOOL's BUSINESS** **Report from Head of School** JH noted that there has been significant media attention in recent weeks regarding a Chinese IT company which has provided research funding to this and other universities. She has been liaising with the University press office in responding to enquiries.	
2.2	**Academic Management Structure Review** David Fraser will be running the workshop on 14th January 2019.	
3. **3.1**	**RESEARCH BUSINESS** **Report from Director of Research** CW provided the following update: - CW and Amos Storkey were present at the founding of ELLIS (the European Laboratory for Learning and Intelligent Systems) in Montreal on 6th December 2018. CW has circulated information about ELLIS and CLAIRE (Confederation of Laboratories for Artificial Intelligence Research in Europe) to DoIs for AI Institutes, and to AI Professors. So far there has been no volunteer to be the SoI contact for CLAIRE. A watching brief is being maintained. It is possible that the two may join forces. - There will be a Research Lunch to discuss Plan-S, on Monday 14th January 2019, in MF2, between 1-2pm. - CW raised the issue of the university adopting the San Francisco Declaration on Research Assessment (DORA, https://sfdora.org/) or a similar declaration at University level, as discussed at the recent College Research Committee. He raised an issue about point 4 in the DORA declaration, which states: *"Be explicit about the criteria used to reach hiring, tenure, and promotion decisions, clearly highlighting, especially for early-stage investigators, that the scientific content of a*	

informatics

paper is much more important than publication metrics or the identity of the journal in which it was published."

CW drew particular attention to "*the identity of the journal in which it was published*".

The committee agreed that there are "pecking orders" in relation to discipline-specific publication venues (both journal and conferences in computing), and that when faced with large numbers applications to longlist and to shortlist, it is necessary to take into account such factors.

A more thorough process can then be undertaken with shortlisted candidates.

Action: CW to communicate this to Profs Andrew Millar and Gareth Harrison, who are the CSE representatives on the UoE Responsible Research Metrics working group.

CW

CW also provided the following report from the Research Committee meeting on 5th December :
- Research Data Management and Infrastructure: Ian Simpson will present an options paper to a future Research Committee Meeting.
- Research ethics: Ian Simpson will consult with the coordinator of the School ethics panel, and subsequently present an options paper to the Research Committee in due course.

Following the Computing Strategy Group meeting on 13th December, it was noted that approval has been given for the purchase of a new 80 GPU compute facility, which will be installed in this academic year. CSG will also consider how the longer term compute requirements of the School may be met. CW also advised that CSG will now move to one meeting per quarter.

4.	**TEACHING BUSINESS**	
4.1	**Report from Director of Teaching**	

SOA reported the following :
- There are major revisions in Tier 4 monitoring coming up, which will apply to all taught students but primarily to Undergraduate students in years 1-3.
- At a recent College Learning & Teaching Committee meeting, there was a general consensus by members, that more money should be spent on investment in IT systems for current "business as usual" as opposed to future needs identified through the Service Excellence programme.
- UG applications are up by 20%. Most of the growth is from international students, with applications from EU students still holding at anticipated numbers. Processes have been agreed with the College admissions team to manage intakes (UG and PGT) as close as possible to target numbers.

4.2   **MSc student supervision/work allocation decision**
Following the discussion at the last Committee meeting SOA advised that we are now in discussion with possible industry partners, with a call for MSc projects going out today. It was also noted that there have been some good discussions around cluster projects, with students being actively encouraged to undertake these. SOA has approached Geosciences and the Usher Institute to supervise projects.

JH advised that all our MSc students should have the opportunity to do either an internship or a project in industry. JH also stressed that these projects would be overseen

	by two project co-ordinators employed by DDI, to ensure that all parties get the most out of it, with no-one being "exploited". All projects would be initiated by companies, using students that we have trained.	
	NT is keen to include Tier 4 students, suggesting that we adjust the programme where there is an industry project as part of their course, which would allow them to take part.	
5. **5.1**	**GRADUATE SCHOOL BUSINESS** **Report from Director of Graduate School** NT provided a brief update as follows : - Applications are still coming in, with 85 offers being made for the year. It was also noted that for this current round, overseas applications are up 12%. Applications from EU students are lower than expected, with those from UK students significantly lower, however expect this to be resultant of the outstanding decision on CDT's. - Most of the scholarships are now up and running.	
6. **6.1**	**COMMERCIALISATION BUSINESS** **Report from Director of Commercialisation and Industry Engagement** Keith Edwards attended the meeting and provided the following update in JA's absence : - The Bayes Innovation group has met. - Bayes Membership Model – A draft model has been written and is to be approved by the Bayes Executive. Once agreed, JA will bring to this committee for information. - EIE 2019 – Applications are now closed, with 50 companies selected to start "bootcamp" in January. - Wayra Accelerator – Working on future development. - An industry partner has agreed on a grant award for a number of studentships. They have also contributed another tranche of funding into the lab. - JA is to be in contact with BW regarding cover, given John McAleese's departure, which will be done by Christian, Ahmed & Keith.	
7. **7.1**	**EQUALITY AND DIVERSITY** RBF advised that he had taken a proposal to November's Teaching Committee meeting that requires all Tutors and Demonstrators, from 2019/2020, to complete the 15 minute online Unconscious Bias training as part of their mandatory T&D training. He also keen to have a "secret shopper" attend one of our open days, as well as to review our online materials, and has been in contact with another school to possibly recruit one of their students. JH suggested that RBF consider inviting a student from a local school who may have an interest in studying computer science. SOA also added that student admissions may already do this. **Action:** RBF will contact them to see if they have data that they can share with us. RBF is planning an unconscious bias training session for staff for early April and will confirm once the date is confirmed.	RBF
8. **8.1**	**STRATEGY AND PLANNING** **School Strategy and Plan - update** College have provided a new template for submitting School Plans. The focus is more on how the School will contribute to University strategy. The submission deadline is the first full week of the new year. We will need to consider how the new approach by College will impact on how we present our plans within the School.	

	Action: MJW will speak to individuals for input into this new format.	MJW
8.2	**School Strategy and Plan – Investment Posts (academic/support)** As part of the School Strategy and Plan, we need to identify new academic posts for the next three years. We included two new posts for the current year and two for next year in the current plan, but have brought forward the two for the next year into the current year. These are additional to any 'step change' investment proposals. MJW pointed out that if additional posts are included in the plan, there will be an expectation of corresponding increases in income from research, research overheads and taught student fees. After discussion, It was agreed that a reasonable compromise would allow two additional academic posts per year, for next three years. In discussion regarding additional support posts, it was agreed that we need to strengthen areas impacted by recent increases in academic staff and student numbers, in order to maintain and develop services to academic staff and students through proportionate investment in professional services posts. This includes teaching and student support, computing, research grant management. Procurement is another area which requires investment. SOA stated that if we offer more courses online, we will need to have more support in that area, particularly in learning technology and study support. It was also agreed to allow for two more University Teachers in the plan. **Action:** MJW and JH will look at these suggested investments posts further. If there is indeed growth in the various areas this will support proposals for additional investment posts.	 MJW/JH
8.2	**Investment Proposal (Paper 8.3)** MM spoke to the circulated paper, highlighting the four broad areas for growth in ICSA. - RBF noted that, if successful, there would be large lab requirements and space for these could be an issue. - Is there student demand to support these? If there is no student requirement, where is the surplus being generated from? MM stated that it is based on the national funding scene and could be the way to recoup on the investment. - SOA was broadly supportive of this growing area, but would need to grow Masters Students, but felt there was no appetite for these currently. - There was no mention of industrial investment, which should be explicit in this paper. - JH observed that these look like "business as usual" posts, and do not quite fit the investment proposal model, however she was sympathetic to the proposals. It was agreed to revisit these proposals as part of the School's 2019/20 recruitment plans, however investment in such posts would imply additional posts to the two academic posts for 2019/20 already agreed to include in the School's planning submission (above) and corresponding further increases in income and student intakes.	
9. 9.1	**ANY OTHER BUSINESS** KE asked about the status of the future EU funding guaranteed by the UK Government. It was clarified that, currently, ERC is not guaranteed.	

10.	**Date of next meeting:** Wednesday 30th January 2019, 2pm, Turing Room.	