

Strategy Committee Meeting Minutes Wednesday 27th March 2019



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

Apologies: 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	Matters arising from previous meeting The Stage One Programme Proposal for the two-year Masters degree with the first year online was not approved by the Board of Studies. Case for Chair in Design Informatics – This will now go to the University Court for approval. Nominations for Honorary Degrees and Honorary Fellowships – MJW will attend CSMC in JH's absence and will find out whether we are able to submit a late nomination.	MJW
2.	HEAD OF SCHOOL'S BUSINESS	
2.1	Report from Head of School JH provided a brief update on the current round of academic recruitment as follows : <ul style="list-style-type: none"> - Interviews have taken place for Systems & Hardware Security, and Data Centric Systems & Operating Systems, with three offers being made. JH is in discussion with the candidates to get their final acceptances. - NT chaired the interviews for the Network Systems posts in JH's absence. Offers have been made and anticipate final decisions mid to late April or very early May. - An offer has been made to the successful candidate for the AI post. - Interviews taking place tomorrow for the Computational Cognitive Science post. - Remaining interviews for Neuroscience & AI, Computational Social Science, and Speech Technology are scheduled for next week. 	
2.2	Academic Management Structure Review (Paper 2.2 - CLOSED) JH advised that she has now had further discussions with the Dols and we will now proceed with the new academic management structure. There will also be a further, and final, workshop with David Fraser in the next month or so. Action: LA will be in contact to confirm a suitable date for the team. It was agreed that this needs a more managed communication plan and that we should get an email out to the School within the next few days. Action: JH will send an email to colleagues advising of the changes to the academic management structure, as well as sharing a copy of this discussion paper with them. It was also noted JH happy to come and speak to institutes if required. KE advised that he has had no volunteers come forward in LFCS to take on the role of Dol when he demits the post this summer. KE felt that the lack of interest is related to the potential workload given the new academic structure review.	LA

	<p>Actions:</p> <ul style="list-style-type: none"> - KE to speak to CW about how they approached it in ANC. - KE to arrange to meet JH to discuss this further. 	<p>KE KE</p>
<p>3. 3.1</p>	<p>RESEARCH BUSINESS Report from Director of Research CW reported the following:</p> <ul style="list-style-type: none"> ▪ EPSRC visit 29th March has now been postponed. ▪ Research Day 8th May 2019 – The programme for the day is shaping up. Jarmo Eskelinen will be speaking on the day. Anna Angus-Smyth (AI Theme Lead, EPSRC) has also confirmed her attendance. A more detailed programme will be circulated shortly. ▪ UKRI Future Leaders Fellowships – CW advised that we have one late application, which Ian Simpson is working on. ▪ CW reported on the potential implementation of a University-wide online ethics application process using a platform called Infonetica, which will be customisable at School level. CW noted that at this stage, further clarification is still required. 	
<p>4. 4.1 4.2</p>	<p>TEACHING BUSINESS Report from Director of Teaching SOA was not present at the meeting.</p> <p>Updates to School Work Allocation Policy/Model (Paper 4.2) In the absence of SOA and the Deputy Director of Teaching it was agreed to defer consideration of this paper.</p> <p>The Committee felt, however, that we should aim to have this agreed, so that it can be announced at the next School General Meeting on 23rd May 2019.</p> <p>The Committee agreed, therefore, that this item needed should be discussed at a special meeting, to be held before the end of April, with SOA and/or Sharon Goldwater present. Action: LA to set up an additional meeting in the next few weeks to discuss this item. LA will also invite Sharon Goldwater to attend and present the proposed new policy/model. <i>[Post meeting note: Meeting held on 11th April. See Appendix 1 for meeting outcomes.]</i></p>	<p>LA</p>
<p>5. 5.1</p>	<p>GRADUATE SCHOOL BUSINESS Report from Director of Graduate School NT provided a brief update as follows:</p> <ul style="list-style-type: none"> ▪ Both Google fellowship nominations were successful. ▪ The School has received a new endowment for a PhD scholarship. ▪ Application numbers are still low and are down 68% as at the equivalent point last year. ▪ Have made 44 offers to PhD students. ▪ In the light of the outcomes of the School's CDT bids, the Graduate School budget has been increased, which will allow us to make international scholarship top-ups. ▪ The number of CDT applicants is still low. 	

Appendix 1

Special Meeting of the Strategy Committee

Thursday 11th April 2019

Present: Jane Hillston (Chair), Bob Fisher, Paul Jackson (for LFCS), Steve Renals (for ILCC), Bjoern Franke (for ICSA), Jacques Fleuriot, Nigel Goddard, Nigel Topham, Chris Williams, Martin Wright, Lorna Adams (secretary).

In attendance: Sharon Goldwater (Deputy Director of Teaching).

Apologies: Stuart Anderson, Jim Ashe, Kousha Eteessami, Frank Keller, Mahesh Marina, Barbara Webb

	Summary	ACTION
1.	<p>Updates to School Work Allocation Policy/Model (Paper 4.2)</p> <p>Sharon Goldwater attended this specially convened meeting to present this paper in Stuart Anderson’s absence. SG briefly summarised the background to this paper.</p> <p>The group discussed the policy with the following comments noted:</p> <ul style="list-style-type: none"> ▪ The new policy does not account for the variance in available teaching support. ▪ The policy should recognise that we are doing more work than before, i.e. tutorial and teaching loads have increased. It was also noted that quite often RA’s are doing things in their spare time, with no recognition or reward. This was challenged as, whilst it was acknowledged that student cohorts have increased, the number of academic staff has also increased significantly and we have employed University Teachers, although it is accepted that there are specific pressure points, for example in machine learning courses, personal tutoring and PGT project supervision. ▪ Current recruitment to additional academic posts and further University Teacher roles was noted. ▪ There needs to be better management to balance the workload. ▪ JH advised that she would expect staff who have lower teaching loads should undertake other additional duties, such as additional tutorials, and would expect that to be quantified within the policy. ▪ NT felt that statements in Part A.10 and Part B.1c of the current work allocation policy, relating to MSc(R) who are members of CDT cohorts, were contradictory. ▪ SR stated that he thought this policy should not include MSc(R) or Research students. NT countered this by stating that the policy should either exclude all MSc(R) or include all MSc(R) students, including those on CDT programmes. ▪ There should be more thought put into how we treat “small courses”. ▪ There should be an explicit statement within this document that outlines what staff should expect from the School in terms of support for large courses. ▪ First and second year UG students should have their tutorials delivered by academic staff and not by other UG students. ▪ We need more information and data on tutorials. 	

	<p>Actions:</p> <ul style="list-style-type: none"> ▪ If you have not already provided your feedback to this paper, please send this to SG as soon as possible. ▪ In dealing with the issue of support in the allocation document, there should be an aspirational statement, along the lines of “the School will provide funding for...”. ▪ Appendix B of the paper should not be included in the published policy. SG confirmed that this was the intention. ▪ Tutorials should be allocated as an explicit duty. ▪ MJW and SG to go over the allocation of duties, as well as address the feeds from Theon. 	<p>ALL</p> <p>SG</p> <p>SG</p> <p>MJW/SG</p> <p>MJW/SG</p>
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