

Strategy Committee Meeting Minutes Wednesday 29th May 2019



Attendees: Jane Hillston (Chair), Chris Williams, Ian Simpson, Nigel Goddard, Matthias Hennig, Alex Lascarides (for Frank Keller & Nigel Topham), Mahesh Marina, Kousha Etessami, Jacques Fleuriot, Barbara Webb, Keith Edwards (for Jim Ashe), Don Sannella (Paper 8.1), Lorna Adams (secretary)

Apologies: Stuart Anderson, Nigel Topham, Martin Wright, Jim Ashe, Frank Keller, Bob Fisher

	Summary	ACTION
1.	PREVIOUS MEETING	
1.1	Approval of previous meeting minutes Minutes from the previous meeting were approved with one minor change.	
1.2	Matters arising from previous meeting Honorary Degrees and Honorary Fellowships – We did make a nomination, but have not had response from College yet. LFCS DoI – KE will remain for another year and then will be succeeded by Julian Bradfield.	
2.	HEAD OF SCHOOL'S BUSINESS	
2.1	Report from Head of School JH provided a short update on recent recruitment activity as follows : <ul style="list-style-type: none"> - Out of the eleven academic posts that we interviewed for, eight have been filled, with one still in negotiation. Unfortunately one of the machine learning and ICOSA posts were not appointed. - Informatics Education – this post holder would be working with Judy Robertson. JH and JR will meet on Thursday 6th June to shortlist candidates. The pool of potential candidates has been very small. We may need to wait and re-advertise. - DoPs – The panel met Tuesday 28th May to shortlist for MJW's replacement. Interviews will take place on Wednesday 12th June 2019. 	
2.2	Academic Management Structure Update There was nothing further to note other than this was announced at the School General Meeting last week, 23 rd May 2019, with the final workshop with David Fraser having taken place the previous week.	
3.	RESEARCH BUSINESS	
3.1	Report from Director of Research CW reported the following: <ul style="list-style-type: none"> - The annual School Research Day was held on 8th May, with external presentations from Jarmo Eskelinen (DDI) and Anna Angus-Smyth (EPSRC). The day went well, although it was perhaps not as well attended as last year. - The UKRI AI regional workshop was held in Edinburgh on 15th May, and was attended by several members of the School. 	
3.2	Research Ethics (Paper 3.2) Ian Simpson attended the meeting to present this item. By way of background, IS advised that legislation is moving in this area, which will potentially impact all research projects with an ethics element. Given the importance of this, we should	

	<p>prioritise research ethics to the same level as other committees within the school. The School should be seen as being very aware of this, if not leading in the area, particularly in a fast changing environment.</p> <p>This is a bit of a niche area and currently colleagues are making decisions outside of their areas of expertise, which they are possibly not comfortable with.</p> <p>There would be a need for admin support, which has been addressed and a trial system is almost in place. It is intended that this would move to UoE system in due course. However, the existing process would not be abolished until Qualtrics system is up and running.</p> <p>The Committee discussed the proposal with the following comments noted:</p> <ul style="list-style-type: none"> - This will be special committee with a medium admin role. - Need to detail the level of admin support needed to operate effectively. - Propose that a separate procedure is developed in discussion with Research Committee and then brought back to Strategy Committee. - Would there be an enforcement procedure for Industry partners to comply? <p>Action : The Committee was happy to approve this proposal in principle, however they need to see more detail on the admin implications, as well as a demonstration of the Qualtrics system and forms. Suggested that Qualtrics could be demonstrated at the next Research Committee meeting.</p> <p>3.3 Proposal for AI & Data Science Seminar Series (Paper 3.3) KE introduced paper, which was written with Michael Rovatsos and CW, in which they are proposing running a monthly seminar series on ethical issues in AI and Data Science.</p> <p>MM was supportive of this proposal and noted that these would be well aligned with the DS CDT seminars.</p> <p>BW was also in favour, and suggested that some funding could possibly come from institutes to support these, therefore giving them the option to host/co-fund one seminar each.</p> <p>Action : CW will put out a call to faculty, asking for suggestions, then will approach institutes to ask them to co-fund speakers as appropriate.</p>	<p>IS</p> <p>CW</p>
<p>4. 4.1</p>	<p>TEACHING BUSINESS Report from Direct of Teaching SOA was not present at the meeting.</p>	
<p>5. 5.1</p>	<p>GRADUATE SCHOOL BUSINESS Report from Director of Graduate School Alex Lascarides attended the meeting in NT's absence. She advised that the Informatics Postgraduate Programme Review will take place on 12th-13th March 2019. These dates are held in JH's and the DoPs diary.</p>	
<p>6. 6.1</p>	<p>COMMERCIALISATION BUSINESS Report from Director of Commercialisation and Industry Engagement Keith Edwards attended the meeting in JA's absence. He circulated a document to the Committee, which provided a list of the four BDE's and their respective areas of expertise. These are noted below for ease of reference.</p>	

	<ul style="list-style-type: none"> - Keith Edwards – ILCC; ICSA; Contracts and IP Overview; SICSA; CDT NLP Overview - Ahmed El-Rayis – CISA; LFCS; Tetramax; Cyber DTC - Cristian Novotny – IPAB; Edinburgh Centre for Robotics; CDT-RAS; ORCA; Turing - Ken Scott – IANC; CDT Biomedical AI; CDT NLP; Data Science DTC 	
<p>7. 7.1</p>	<p>EQUALITY AND DIVERSITY</p> <p>RBF had sent his apologies, as he was attending Senate, but he did provide a written update on current activity that is taking place.</p> <ul style="list-style-type: none"> - Julian Bradfield has agreed to be the Athena SWAN coordinator. The self-assessment team has met and progress has started on the submission. - We had two Unconscious Bias events on 26th April, with around 50 attendees at the lunchtime session and 13 at the afternoon session. - A lunchtime meeting was held with eight female members of Informatics (PGR, admin staff, post-doc, academic) to discuss a 2017 survey report, which estimated that around 25% of female research and admin staff have reported having experienced a situation where they felt uncomfortable because of their gender. No instances in Informatics were raised at the meeting. - We had a visit to the Bayes Centre by a person with severe mobility issues. The general impression was that the environment was better than the Forum, but there were still many situations where assistance was needed (lifts, spring-loaded doors, keypads, copiers, bathrooms). A University Disability officer also came along to observe the situation first hand. - A National food themed potluck dinner is being held on 21st June. This has been announced, but so far not many volunteers have come forward. - A secret shopper will be attending our Open Day on 10th June to report on gender and other aspects of our approach. 	
<p>8. 8.1</p>	<p>INTERNATIONALISATION (Paper 8.1)</p> <p>Report from Director of Internationalisation – Don</p> <p>Don Sannella joined the meeting to give an update on Internationalisation activity as below:</p> <ul style="list-style-type: none"> - The School aims to increase the diversity and quality of international recruitment, and this is an area to continue to develop for the future. - We aim to balance in incoming/outgoing students on international exchanges. - We have closed the 2+2 degree with the Southern Chinese University of Technology, which was up for renewal in 2020, and will close the 2+2 degree with Dalian University of Technology when it comes up for renewal. Should keep connection with Peking University. - The School of Engineering have now taken over the relationship with the British University of Dubai. - A*Star Singapore (a research institution) are interested in a collaboration with School of Informatics, however, the potential funding is unlikely to come to involve much funding in Edinburgh. - There has not been much interest in the Global Challenges Research Fund (GCRF) grants, which supports research that addresses challenges faced by developing countries. If anyone was interested in applying for these grants, DS can advise on a good institution in Mexico that would be interested in working with us. - There has been some interest from institutions such as A*Star in sending students here for research internships. There are also opportunities for us to send our students abroad. Action: JH would like to see evidence of our students wanting to 	<p>DS</p>

	<p>go on such internships. DS will speak to Neil Heatley to gauge interest/uptake by our students.</p> <p>DS presented Paper 8.1 which dealt with UG exchanges, where we currently have an imbalance between imports and exports. DS has spoken with ETH and EPFL in Switzerland who are both very keen, and these are places that our students have explicitly said they want to go to. DS has also visited a number of institutions in the east coast of the US, who have expressed interest.</p> <ul style="list-style-type: none"> - These exchanges will be small numbers, i.e. starting at no more than two per institution. - These would be in addition to the University level exchange programmes but School exchanges should be filled first, if possible. - They will be arranged at University level, but the School will make decisions on who will go. <p>These exchanges will create more admin work for Hiroshi, particularly with respect to outgoing students. Incoming students are managed the same way as normal incoming UoE students, so DS does not foresee any additional work.</p> <p>The Committee approved the proposal subject to more detail on resource implications. Need to be clear on responsibilities.</p>	DS
<p>9. 9.1</p>	<p>STRATEGY AND PLANNING Institute Budgets (Paper 9.1)</p> <p>This paper was tabled in MJW's absence and was for information purposes at this stage. In summary this paper outlines a proposed change to the way money is recorded and reported by Institutes.</p> <p>Action: If Dols would like more detail, please speak to Evgenia Templechuk or the Portfolio Managers in the first instance.</p>	
<p>9. 9.1</p>	<p>ANY OTHER BUSINESS Visiting Intern Policy (Paper 10.1)</p> <p>This paper was tabled in NT's absence and was for information only.</p> <p>It was felt by some to be changing the rules in a way that would not benefit the school. It was suggested that NT and AL take this up again with Anthony Macciocia at College, although AL reported that this had been tried unsuccessfully in the past</p> <p>JH suggested that the School could establish a fund to cover the fees for visiting PhD students, but it would it would be at the expense of something else.</p> <p>The Committee approved the change of policy on the proviso that a working group is set up to look at ways to support visiting students.</p>	JH
<p>10.</p>	<p>Date of next meeting: Wednesday 26th June 2019, 2pm, Turing Room</p>	