
Meeting

IPAB Staff Meeting

DateThursday, 29th April 2021**Attendees**

Ram Ramamoorthy (RR) (Chair)

Stefano Albrecht (SA)

Hakan Bilen (HB)

Jodie Cameron (JC)

Bob Fisher (BF)

Michael Herrmann (MH)

Tim Hospedales (TH)

Vlad Ivan (VI)

Mohsen Khadem (MK)

Taku Komura (TK)

Serena Lambley (SL)

Chris Lu (CL)

Michael Mistry (MM)

Cristian Novotny (CN)

Joanne Pennie (JP)

Laura Sevilla-Lara (LSL)

Steph Smith (SS)

Kartic Subr (KS)

Steve Tonneau (ST)

Barbara Webb (BW)

Apologies: Keyhan, Zhibin Li, Anna Lantouri

Place

MS Teams

Time2pm

1. Minutes of last meeting

Minutes were agreed as accurate.

2. Matters arising

Collating papers for large events

For large scale events where a number of institute papers have been accepted, a news item detailing the papers can be created and shared.

Details of ICRA, RAL, CVPR papers should be sent to Kartic to collate. Kartic will create Google doc and share via the Teams Channel.

Kartic

3. Arrangements for Covid-19

No change to current University guidelines and the School remains in the same situation as last meeting.

4. Arrivals and departures

Laura due to return from maternity leave – date to be confirmed.

Arrivals

Longfei Chen – Post Doc (Advanced Care Research Centre).

Supervisor: Bob Fisher and Ram Ramamoorthy

Jiahong Li – Post Doc

Supervisor: Stefano Albrecht

Samuel Garcin – PhD

Supervisor: Stefano Albrecht

Osman Cedron - 6 month internship (ENS, Lyon)

Supervisor: Kartic Subr

Non-Forum based personnel

Some new arrivals may be based within the Advanced Care Research Centre, located at Little France. Ram reminded the group that those personnel remain members of the institute and should be included in relevant emails, meetings, invitations etc.

5. New Grants and Proposals

Ram – submitting EPSRC proposal as Co-I. Led by Birmingham, includes Imperial (Intention prediction work in prosthetic domain).

Stefano Albrecht – submitting EPSRC proposal in collaboration with Northumbria (Reasoning with unknown unknowns).

6. Budget and Resources

Joanne to present a forecast update at the next staff meeting.

The institute have now committed to hiring the summer interns, the budget should reflect this large spend.

7. Business Development

Dyson – exploring PhD studentship with Dyson (through CDT).

Atos – work surrounding Data Innovation Centres (supporting master projects initially)

Resolve Robotics – early stage conversations (potential joint bids)

Kawada – currently working on 1 of 4 potential projects (joint industry)

Scottish Power – budget for proof of concept projects in robotics.

Cristian will join their Innovation event, end May.

8. License Renewal

Licensing/software costs should be included in future forecasts.

Current Mujoco licence has expired. The cost to renew is 10,000USD (institute level membership). It was agreed that there are likely cheaper alternatives available, however this matter needs an institute wide discussion.

Tim will conduct a survey to establish usage of Mujoco and explore possible alternatives.

9. IPAB webpage

IPAB news items and web changes should be sent to the admin team to action.

10. Teaching

Course restructuring

Proposal document has been emailed to institute faculty members

Tim

as a starting point for discussion.

The proposed changes are aimed at the next academic year (22/23). To meet this timescale, a comprehensive case will need to be ready and presented to Board of Studies by early autumn.

Separate meeting to be scheduled before next meeting to discuss student stream initially.

Michael and Cristian to discuss possible industry partner involvement.

**Steph/
Ram**

**Michael/
Cristian**

11. IPAB space

No issues raised.

12. IPAB workshops and seminars

No issues raised.

13. Student issues

No student representative present.

14. Admin issues

No issues raised.

15. Socials

Ram is keen for a Faculty non-away, away day to take place. Steph to check location possibilities within the Forum/Appleton Tower with facilities team.

Steph

16. Directors Business

No issues raised.

17. Date of next meeting

The next meeting is scheduled to take place 27th May 2021 at 2pm. The AI strategy – engagement with institute session, hosted by Michael Rovatsos will follow from 14:45pm.