
Meeting

IPAB Staff Meeting

DateThursday, 31st March 2022**Attendees**

Ram Ramamoorthy (RR) – chair
Hakan Bilen (HK)
Michael Herrmann (MH)
Mohsen Khadem (MK)
Taku Komura (TK)
Alex Lascarides (AL)
Chris Lu (CL)
Sid Narayanaswamy (SN)
Laura Sevilla-Lara (LSL)
Steph Smith (SS)
Kartic Subr (KS)
Steve Tonneau (ST)
Sethu Vijayakumar (SV)
Barbara Webb (BW)

Place

G.03, IF

Time

2pm

1. Minutes of last meeting

Minutes from the last meeting were agreed as accurate.

2. Matters arising

No matters arising

3. Arrangements during co-vid

The one-way system throughout the Forum has now been removed (including stairwells). Forum occupants are reminded to maintain respectful distances when moving around the building. Masks remain a requirement, unless medically exempt.

Guidance and updates will continue to issue from the school/facilities team as and when changes are implemented.

4. Arrivals and departuresVisitors

Namiko Saito – Waseda University, Japan
Host: Sethu Vijayakumar

New starts

Saeid Samadi (Research Associate)

Supervisor: Sethu Vijayakumar

Florent Le Moel (Research Associate)

Supervisor: Barbara Webb

Leavers

Henrique Ferrolho – taking up position with Occado

Carlos Mastelli – taking up faculty position in Heriot Watt

Vlad Ivan – taking up Head of Robotics post with TouchLabs

Martin Asenov

IPAB Induction

InfHR have introduced a new induction process (which we will also follow in IPAB) – including a brief meeting with DoI for all new starts. If anyone has any ideas they'd like to put forward for what should be covered in this, they should let Ram know.

5. New grants and proposals, research opportunities

Proposals

Kartic – Leverhume proposal submitted, passed 1st stage

Ram – UKRI New Horizons Scheme – proposal passed outline stage, full proposal due in May

Sethu – Heriot-Watt collaboration (ORCA/Fairspace) proposal submitted, passed 1st stage

RS studentship funding

Kartic has RS studentship funding which needs to be used this year. There is no further extension available for this funding, if it is not spent, it will be lost. If anyone has ideas on potential candidates, they can contact Kartic to discuss.

CDT Calls

Large amount of funding available for new AI related CDT calls. Some possibilities already being discussed, e.g. ILCC/IPAB overlap. Others should initiate exploration of teams, partner network, etc.

6. Budget and resources

Apologies from Joanne.

Internships

The aim is to be able to offer 6-8 IPAB summer internships.

Students have been invited to submit applications by 4th April,

with the sift process taking place the following week.

The invitation to apply was issued to the UG student mailing list. Due to the amount of email traffic students receive, there is a concern this may have been missed by some. It was agreed the opportunity should be mentioned in lectures. Chris will also ask Inf Comms to share the opportunity on social media channels.

Expenditure

As travel restrictions have begun to ease, travel requests are beginning to increase. More money is now being spent in this area.

7. Business development

Cristian Novotny is on extended leave until April. Alison Bond can be contacted in his absence for business development related enquires/action.

Export control

Barbara raised the issue of export control license applications, specifically, issues around gaining licenses which cover projects as a whole rather than individual components. This is an issue which is particularly relevant to IPAB and the group agreed this needs a school level response. Ram will raise the issue at the next Strategy Committee.

8. IPAB webpage

News items and web updates should be sent to the admin team to action.

9. Teaching

The model for personal tutoring is changing – school (via DoPS) will issue further guidance and notice of relevant training.

10. IPAB space

No issues raised.

11. IPAB seminars and workshops

In-person/hybrid seminars and workshops

Room G.07 has been booked to host in-person seminars/workshops. The maximum number of attendees in this room, unmasked, is currently 54.

IDCOMM/IPAB joint session

The original session scheduled for 7th April was cancelled. Ram is keen to rearrange a joint session with IDCOMM colleagues.

12. Student issues

Apologies from student representative.

UK Guarantor to secure accommodation

Students are facing difficulties securing accommodation leases due to the lack of UK based guarantors. Supervisors are finding themselves with increased requests to act as guarantors. It was agreed this is something that should be raised at School level. Ram will discuss with Jane.

13. Admin issues

No admin issues raised.

14. Socials

15. Directors business

- Research Day is scheduled on 16th June
- Open Access policy changes have gone into effect, watch out for further announcements re. how we may need to respond

16. A.O.B

17. Date of next meeting

The date of the next meeting is scheduled for Thursday, 12th May at 2pm.