Meeting	Date
IPAB Staff Meeting	Thursday, 12th May 2022

Attendees

Ram Ramamoorthy (RR) – chair
Vlad Ivan (VI)
Cristian Novotny (CN)
Ruaridh Mon-Williams (RMW)
Laura Sevilla Lara (LS)
Stefano Albrecht (SA)
Michael Herrmann (MH)

Place	Time
G.03, IF	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**

   Vlad is currently working with Dave Hamilton (Facilities Manager) to lift all remaining restrictions within the IPAB labs. Vlad will announce any updates and will update the lab section of the IPAB webpage.

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

4. **Arrivals and departures**

   <u>Leavers</u>
   Todor Davchev – joining DeepMind as Research Scientist

5. **New grants and proposals, research opportunities**

   <u>Awards</u>
   Laura – Google Scholar Award

Proposals
Ram – UKRI New Horizons scheme – full proposal submitted

UKRI initiatives – Digital Twins
This is an area under development within UKRI for future calls, including computational foundations (in addition to engineering centric activities so far). Staff were advised to look out for more information in due course, and consider developing ideas.

6. **Budget and resources**

   Apologies from Joanne.

   Small amount of institute funding left (<£5K) which needs to be used by end of June at the latest.

   2022/23 allocated budget is 75.5k (based on a projected income).

7. **Business development**

   Cristian has now returned from his period of extended leave.

8. **IPAB webpage**

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

9. **Teaching**

   RAS CDT – version 3
   No call/announcement out yet, but there is a plan to put in a joint UoE-HWU bid again.

   Another potential CDT application is being discussed, on "Embodied Cognition", likely to be led by ILCC. This is another opportunity for collaboration.

   Everyone is encouraged to think about how they can be involved in these CDT bids, and this will be added as an agenda item for next staff meeting as well.

10. **IPAB space**

    External storage solutions
    IPAB have a contract in place for external storage space with Clockworks until 2024. £10k pre-paid for 5 years.

We are currently over our agreed limit and are paying a monthly surcharge to cover the additional space used.

Vlad takes care of this at the moment (with Joanne taking care of the financials) but given Vlad's imminent departure, there will need to be a handover to someone else.

Items in storage are mainly packaging materials and transportation crates. Vlad has an itinerary of items stored, will share with Ram.

VI

11. IPAB seminars and workshops

Low attendance numbers are an issue. Staff were asked to email students to encourage attendance.

Re-introducing pastries as an incentive to attend was a suggested. Steph to price.

Steph

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12. Student issues

Institute of Academic Development (IAD)
Courses in writing, language and presenting are available from IAD. Details can be found on their website:

https://www.ed.ac.uk/institute-academic-development/postgraduate

Post-grad Isolation
Ram is open to and supportive of socials events – student volunteers required to arrange events and encourage attendance. Ruaridh will contact students to discuss further.

RMW

13. Admin issues

No admin issues raised.

14. Socials

No social items discussed.

15. Directors business

No directors business discussed.

16. A.O.B

No other business discussed.

17. Date of next meeting

Next meeting is scheduled for Thursday, 30th June at 2pm.