

MINUTES OF MEETING
of the
PLANNING AND RESOURCES COMMITTEE
held on
Wednesday, 10 February 2010
2:00 pm – 4:00 pm
Turing Room

Present:

Dave Robertson (Chair), Colin Adams, Stuart Anderson, Alan Bundy, Johanna Moore, Jon Oberlander, Mike O'Boyle, Don Sannella, Alan Smail, Mark Steedman, Perdita Stevens, Colin Stirling (for Phil Wadler), Bonnie Webber, Chris Williams, Marjorie Dunlop (Secretary)

Attending: Gordon Duckett

Apologies: Mike Fourman, Phil Wadler

Approval of Minutes

The Minutes of Meeting of 16 December 2010 were approved.

Outstanding Actions from Notes of Meeting of 11 November 2009

Item 3 (REF and Impact) – Julie will generate a repository of “model” impact statements which will be shared across Informatics researchers.

Item 2 (Spending plans from College Sustainability Fund) – the spending of the Sustainability Fund is in process. Video capture will be covered under the auspices of the Media Group (Alan, Colin, Dave and Jon).

Item 6 (Euclid) – Dave has been in touch with CSMC on this (it is a standing item on CSMC agenda).

Item 6 (School web site) – A prototype of the top level will be available shortly. Once it is stable a few people are needed to appraise it; Perdita is interested.

Item 6 (Snagging)

A Building Committee has been formed; they meet monthly and Dave is the Chair. Gordon has had an in-house meeting about outstanding building issues and a meeting with E & B is being organised. The meeting with the architects has still to be arranged.

Action

Gordon to arrange meeting with architects

Outstanding Actions from Notes of Meeting of 16 December 2009

Item 1 (Research Opportunities) - Andrew Elliott and Liz Elliott are keen to work with us on data intensive computing.

Action

Chris Williams and Mike O'Boyle will organize a small meeting to discuss funding

Item 2 (Recruitment Strategy) - This will be the main agenda item at the next meeting.

Action

All – send your suggestions to Marjorie a week before the next meeting with a copy to PRC
Cmte

Item 3 (Preparing the School Strategic Plan for 2010/11 (Paper A)) – This is on today's agenda.
The college meeting went well.

AGENDA ITEMS

Item 1 – Research Opportunities (EPSRC DTCs, EU activities)

EPSRC may have grant opportunities; details should be forthcoming about June 2010 and the call about September 2010. It was suggested that we should be prepared for a possible DTC bid.

Action

Don to act as anchor initially for prospective DTC bid

There was discussion about the EPSRC “three strikes” policy and the fact that lists are sent to College. The evidence so far suggests that EPSRC’s algorithm generates a high percentage of wrong results (100% wrong so far). It is imperative, however, that this policy should not deter people from putting in applications. There were also concerns about the effects of EPSRC’s single panel system on our grant success rates.

Action

Dave will write to Nigel Brown detailing our experience of the EPSRC “three strikes” policy
Dave will speak to Nigel Brown about the single panel system

The possibility of organising workshops to help people write better grant proposals was discussed. Admin staff support would be available within the next month or so to help.

Action

Gordon to discuss with Julie how our admin can further support the process of grant application

It was felt that the success rate at the institute level should be determined.

Action

Gordon will contact ERI who should be able to supply data

Item 4 – Head of School's business

The Events Hub proposal

The Forum has about 500 visitors per month but, because of the VAT issue, we are not allowed to charge for the use of our facilities. ProspeKT funding and external funding are utilised when this is permitted. Additional costs for servitors, cleaning, etc are charged to those who run the events. There is still a need, however, to cover the event organising activity.

It was agreed to hire a Receptionist/Events Coordinator who would be part of the Events Team. This would be a one year fixed term, Grade 3/4 position.

Action

Gordon will initiate a PRAF for this position.

International Review Panel

Dave thanked Alan, Gordon Plotkin and Peter Buneman (plus others who contributed) for their work in discussing referees for the forthcoming international review. He presented a prioritised list of those we would like to invite. After discussion and some adaptation to the prioritisation, the list was accepted. The next steps are to ensure that College are happy with these nominations and, if so, approach the people involved.

Dave also presented an initial list of questions that we might wish the reviewers to use as a starting point for their activities.

Action

Dave will coordinate

Action

PRC Cmte will review the list of questions for the next PRC

Item 1 – Research Opportunities (EPSRC DTCs, EU activities), continued

Future Emerging Technologies Flagship Programme.

Stuart gave an update on the programme. It is a ten year programme with 100 million Euros. Three important questions are how do you manage it, how do you identify it, and how do you fund it. There is a need to align national funds to it. There is open consultation for the next two months, a meeting in May and a call in September for pilot projects which go from 2011 to 2012 and could then qualify for the Flagship Programme in 2013.

Action

Stuart will circulate his reflection of what happened at the meeting

KIC

Alan reported that Wahlster was impressed by our KIC effort and is enthusiastic about visiting Edinburgh.

Action

Alan will be the conduit to invite Wahlster and also mention the Internal Review
Colin will organise the visit

Item 3 – Strategic Plan for 2010/2011 (Paper B)

The meeting at College was supportive of our strategic plan and has recommended only minor alterations to it.

Action

Gordon, Don, Stuart and Dave will make some small revisions

Item 2 – Allocation of duties: teaching and resource implications (Paper A)

There is presently a shortfall on the number of teachers for the number of teaching hours, assuming we retain the aim to teach 15 points of courses per member of lecturing staff. Options are to chop courses, teach more, or be more creative in involving people who are not on the lecturing staff. Classes with less than ten attendees should be looked at annually to decide whether they remain viable. Courses that aren't viable may be cancelled or (if in the Honours years) taught in alternate years.

Action

Stuart will canvas opinion at Teaching Committee

Item 5 – Any Other Business

Alan Bundy reported that Stratis Viglas will take over with respect to Knowledge Management..

Item 6 – Date of next meeting

The next meeting will be held on Wednesday, 10 March 2010.