

MINUTES OF MEETING
of the
PLANNING AND RESOURCES COMMITTEE
held on
Wednesday, 23 March 2011
2:00 pm – 4:00 pm
Turing Room

Present:

Dave Robertson (Chair), Colin Adams, Stuart Anderson, Bob Fisher, Mike Fourman, Johanna Moore, Jon Oberlander, Michael O'Boyle, Don Sannella, Alan Smaill, Perdita Stevens, Stratis Viglas, Philip Wadler, Chris Williams, Marjorie Dunlop (Secretary)

Attending: Elizabeth Elliot

Apologies: Stuart Anderson, Steve Renals, Sethu Vijayakumar

Approval of Minutes

The Minutes of Meeting of 26 January 2011 were approved.

Outstanding Action from Minutes of Meeting of 26 January 2011

Item 4 – Preparations for College REF practice exercise

Action

Dave to organise a writers' workshop

Actioned

[The writers' workshop will be held in abeyance for the time being.]

Item 8 – Any other business

- a) Colin gave an overview of the Technology and Innovation Centres (TICs), potential funding connected with them, various areas of research, strengths of University of Edinburgh and possible competition. A four page document of ideas has to be submitted on 18 February followed by the first call in April. Colin will send out a draft document and would like feedback.

Action

Colin to produce draft four page document.

All - to provide Colin with feedback.

Actioned (TICs are closed)

[Colin indicated that TSB are thinking of doing an ICT, large data, with BT (Adastral Park) and Cisco as leaders.]

- b) Mike had met David Willetts and spoken of the visa problem. Indications are that Theresa May and Damian Green are in support.

Action

All - send individual stories to Mike

All - write letters if appropriate to May, Green and David Willetts

Actioned

[Continue to let Mike know of cases.]

- c) Dave mentioned that College would like nominations for Honorary Degrees and Honorary Fellowships to be awarded in 2012.

Action
All – submit names to Dave by the morning of Friday, 11 April 2011.
Actioned

AGENDA ITEMS

Item 1 – Research opportunities

Liam Blackwell from EPSRC is making an informal visit to Informatics on Tuesday, 19 April. EPSRC will send their own ideas for points of interest but there will be an emphasis on explaining our future research and knowledge transfer agenda. A number of areas for possible discussion were raised: ProspeKT, Design Informatics, SICSA (including PhD studentships across SICSA), KICs and TICs, security, impact of theoretical computer science, commercial success stories. It was also thought that the younger people could be introduced.

Item 2 – Recruitment update

Dave gave an update on the situation with respect to the Design Informatics post and thanked everyone for their help.

Item 3 – School Budget

Liz acknowledged the contributions made by the School with respect to improving the financial position of Informatics. She appreciated the efforts re teaching students and teaching load and the help of the DTC. Liz reported on the Quarter 2 figures and gave two scenarios for Quarters 3 and 4.

In light of financial restrictions there was concern that we should remain able to invest for the future, e.g. Grad School/lack of studentships and student travel money.

A General Meeting is scheduled for Tuesday, 29 March; School finances will be presented.

Item 4 – REF planning

Dave reported that Bonnie is on the REF panel (Steve Furber is Chair). Dave will nominate a senior member of academic staff to act as Informatics REF coordinator.

Item 5 – School e-mail

Perdita spoke about the outsourcing of University email. A University committee has been formed, is inviting feedback, and will report on 10 June 2011. Among concerns were security, the jurisdiction of US corporations, a single supplier, due diligence, legal risk, technical risk, DPA concerns, as well as other possible problems. There is an issue for the University of balancing cost against risk, so we will offer to raise the issues related to risk at College Strategy and Management Committee.

Action

Perdita to send ‘arguments’ to Dave

Action

Dave to talk to College (CSMC)

Item 6 – Allocation of academic duties

The draft allocation of academic duties was circulated. Perdita has concerns about a course and will speak with Stuart about due process. The issue of moving to a more transparent record of workload was discussed. Dave will contact admin staff to arrange for additional workload-related data (beyond the normal teaching and admin duties) to be made available in a convenient form on the Web so that academic staff can get a better, broad view of workload across the School.

Item 7 – Head of School’s business

Dave mentioned the requests for nominations for the Principal’s medal (deadline 20th June to Dave) and the Chancellor’s Awards (deadline 18th April to Dave).

School policy statements have not been updated for several years and now contain inaccuracies. Liz, Alan Bundy and Dave have formed a small working group to fix this problem; anyone is welcome to join the group.

Dave reported that the ECA merger has been approved by the Scottish Parliament. It was suggested that Edward Tufte would be a good ‘speaker’ for a joint event for Design and Informatics.

Item 8 – Any other business

It was decided to reinstate an item that had been dropped. A small group (Mike O’Boyle, Liz and Chris Williams) will develop a financial model for allocation of institute funds.

Action

Mike O’Boyle

Mike reported that Simon Bains, the digital librarian, is leaving for Manchester.

Colin gave an update on the Commercialisation group and the various activities that ProspeKT is funding/may continue to fund.

Liz reported that, because of funding, there will be no reception cover at the Forum as of 31 March 2011. Alternative information will be made available as soon as possible.

Liz commented that Ronnie had initiated a lot of good practice at the Forum but will now be dedicated to Commercialisation and SICSA events. It is anticipated that internal events will be looked after by the Level Offices and any external events will have to pay/supply their own reception cover.

Mike is hoping to schedule a Hack day on 4 June 2011.

There was discussion about the recommendations from the International Review Committee especially with respect to the working group and governance and report back to College.

Action

Dave to prepare a formal response to the review's recommendations

Item 9 – Date of next meeting

The date of the next meeting will be Wednesday, 27 April 2011 at 2:00 pm in the Turing Room.