

**MINUTES OF MEETING
of the
STRATEGY COMMITTEE
held on
Wednesday, 30 May 2012
2:00 pm – 4:00 pm
Turing Room**

Present:

Dave Robertson (Chair), Murray Cole (Mike O'Boyle), Liz Elliot, Jacques Fleuriot, Nigel Goddard (Chris Williams), Dave Hamilton, Jane Hillston, Steve Renals, George Ross, Alastair Scobie, Alan Smaill, Perdita Stevens, Sethu Vijayakumar, Barbara Webb

Apologies: Colin Adams, Christopher Geib, Mike O'Boyle, Chris Williams

Attending: Alastair Scobie

Approval of minutes

The Minutes of the meeting 25 April 2012 were approved.

Actions from minutes of 22 February 2012

There was additional discussion about the requirement for DICE for students. Labs are popular/heavily used and a relatively stable environment is required for students.

Action

SA to take to the Teaching Committee for discussion and then report to Strategy Committee

Actions from minutes of 25 April 2012

Item 1 – School Finances

Liz discussed the School finances with respect to four main areas: a) where we are; b) planning round submission; c) rebalancing the budget; and d) draft of 2012/2013 budget.

Action

Liz will aim to provide a final budget at the May meeting

Item 3 – Accommodation Policy Discussion

There is concern that accommodation in the Informatics Forum is a limited resource and how to make best use of available space. It was suggested that there should be a document that would assist in decision making with respect to the allocation of space.

Action

DR and EE will draft a policy document with the aim to circulate it to the committee before the next meeting

Item 5 – Any other business

b) Key areas/themes

There was discussion about the current Informatics recruitment strategy with respect to previous/present themes and new strategic themes.

Action

All – produce half to one page as to why a suggested theme should be adopted and send to Marjorie by 16 May
Actioned

c) Succession planning

There was discussion about succession planning

Action
DoIs to send strategic areas to Marjorie by 16 May 2012
Actioned

d) PhD

There was discussion about the current and future numbers of PhDs

Action
BW to produce a summary of student profiles, recruitment, and what's being spent and how
Actioned

e) Computing resources

There was discussion about grant and budget impacts on computing resources

Action
Perdita will ask Alistair to produce a one page computing resources budget
Actioned

f) Teaching/HTBN

It was suggested that Stuart should be invited to talk about the teaching/HTBN process

Action
Dave to alert Stuart to bring ideas on this to the next meeting
Actioned

g) EPSRC Visit (20 June)

There was discussion about how best Informatics can make use of this visit, ie, create a document which includes things that are important to Informatics. The Research Committee are consolidating DTC (or CDT as these are now called) theme documents.

Action
DR to circulate the previous EPSRC document
Actioned

ITEMS FOR DISCUSSION

ITEM 1 - SCHOOL FINANCE (FUTURE PLANNING)

LE reviewed the draft budget for 2012-13 and explained the various projections. Items within the budget were spoken to:

a) Sustainability Pot

The Sustainability Pot and the ramifications of balances that are unspent/overspent were discussed.

b) Building Budget

LE pointed out that there is a small amount left in the Building Budget and provided suggestions of what the funds could be spent on.

c) Institute Budgets

There was discussion about travel money to the Institutes.

Action

LE will circulate the formula to calculate the allotment of travel money to the Institutes

d) Computing Strategy Group

AS presented a paper outlining the laptop options and anticipated costs. There was a discussion about whether and (if so) how to fund laptops for research staff.

e) Teaching

DR presented the various items (personal tutors, improving feedback, key information sets, fee increase for international students, Scottish applicants, etc) that have affected and will continue to affect the teaching budget. For the personal tutors, Informatics will map the scheme to the present DoS scheme as far as is possible. More details about the personal tutor scheme will be forthcoming from the University in due course.

f) Grad School

Funding for RPG students remains in high demand - however, recruitment remains buoyant. A key issue is maintaining initial funding for PhD students for new academic staff who need support in forming their initial research groups. The committee confirmed our de facto policy of funding one PhD student per new academic member of staff.

g) AT

It was mentioned that, at some point, AT teaching space may need to be 'refreshed'.

h) DVR equipment

Some replacement/upgrade will be required.

i) Internal Fellows/Chancellors Fellows

DR reported on the anticipated number of Fellows joining Informatics in the next one to two years, with corresponding need of funds for support of PhD students.

ITEM 2 – PhD SELECTION AND ADMISSIONS

PGR entry and proposals were discussed. The School's contribution is comparable to that of last year. BW reported on the anticipated number of studentships and funding. It was suggested that there should be funds to accommodate a PhD student for a new member of staff.

Action

All – reactions to be sent to BW

Action

DR – to talk to Colin Adams re industrially sponsored studentships and branding

ITEM 3 – RECRUITMENT (CURRENT POSITION AND FUTURE PLANNING)

There was discussion about priorities for recruitment and hiring. We need to produce a (small) set of strategic themes ready for further recruitment in autumn. Strategic areas were discussed and the plan is now for DoIs to “sharpen” some of these and send the resulting descriptions to DR, who will then circulate through the Professoriate for further additions/comment before fixing on a list for advertisement.

Action

NG, SR to individually coalesce their areas

Action

SV to make a case for the need for real-time vision for robotics expertise

Action

All – to submit improved papers to DR within a couple of weeks; DR will forward improved papers to Professoriate and then make a decision

ITEM 4 – HEAD OF SCHOOL’S BUSINESS

There was none.

ITEM 5 – ANY OTHER BUSINESS

a) Space

There is a shortage of space, potentially across all types of accommodation, as we continue to grow. It is important that this issue is addressed within the next year. The Building Committee will have a special meeting to discuss this issue.

Action

All – forward any suggestions to LE by end of June 2012

ITEM 6 – DATE OF NEXT MEETING

The next meeting will be on Wednesday, 26 September 2012 at 2:00 pm in the Turing Room.