MINUTES OF MEETING
of the
STRATEGY COMMITTEE
Wednesday, 31 October 2012
3:00 pm – 5:00 pm
Turing Room

Present:

Dave Robertson (Chair), Colin Adams, Stuart Anderson, Jim Bednar, Liz Elliot, Jacques Fleuriot, Nigel Goddard, Mike O'Boyle, Steve Renals, Alan Smaill, Ian Stark, Perdita Stevens, Stratis Viglas (Jane Hillston), Sethu Vijayakumar, Barbara Webb, Marjorie Dunlop (Secretary)

Apologies: Jane Hillston, George Ross

Approval of Minutes

The Minutes of the meeting 26 September 2012 were approved.

Actions from the minutes of 30 May 2012

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

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

Actions from the minutes of 26 September 2012

Item 2 – Policy on Space Allocation

General discussion on policy and wording, LE then provided update on actions over summer;

- space anomalies identified and re-purposed on 5th floor IF
- space adaptions undertaken (1.45, consideration of cupboard removal in AT, subdivision of 5.39 to form additional single occupancy office)
- visitor space re-provision
- all Chancellor's Fellows have single occupancy offices, exploring provision of same for new lecturers now under recruitment

Further Action

EE to adjust policy wording for academic single office provision

Actioned

Item 4 – Duties Allocation

DR apologized for the lateness of 11/12 teaching duties allocation and outlined plans for an accelerated 12/13 process, specifically to factor in sabbatical planning. DR also explained intention to provide greater transparency on data.

Action

DR collect data and conduct preliminary analysis on workload models, report back

Actioned

Item 6 – Technology Enhanced Learning

DR invited suggestions for MOOC or Distance Education Initiative (Masters).

Action

All – forward any suggestions to DR

Actioned

Item 8 – Any other business

a) PhD Funding Proposal

BW presented a paper to explore two new options for PhD funding provision. The first was to use partial DTA allocations to promote efforts to attract match funding. The second was to introduce Informatics Global Scholarships, provision by the School of international fee top-ups for 2 additional students to be allocated alongside existing Edinburgh Global awards.

Action

BW circulate draft of match funding/DTA process to HoIs

Actioned

Action

Group supported Informatics Global Scholarship provision, BW enact

Actioned (one given this year)

ITEMS FOR DISCUSSION

ITEM 1 – RECRUITMENT UPDATE

The recruitment for three lectureships has been caught between the 'old' and 'new e-recruitment' systems and there are many problems including accessing the applications.

ITEM 2 – STUDENT NUMBERS AND TEACHING LOAD

There was discussion about additional monies from SFC and the possibility that numbers may increase.

EE presented a paper listing the current student numbers. There was discussion about NPras, SFC money, revenue to the School, PGT income, etc.

ITEM 3 – SCHOOL KNOWLEDGE MANAGEMENT

A web portal for Theon data is planned. This would include information about what people are doing, their research grants (data may be slightly out of date), etc. Log in access would be via Dice (within the School).

Action
DR to email people with details
Action
EE to make it live

ITEM 4 – ACTIVITIES IN INSTITUTES (INFORMAL DISCUSSION)

Drop this item

ITEM 5 - KNOWLEDGE TRANSFER INITIATIVES UPDATE

SA provided an update on the Innovation Centre proposal (Digital Health Care) and the ICT KIC (EIT ICT Labs) (Informatics is an affiliate member) and Health KIC (proposal for a call in 2014).

ITEM 6 - HEAD OF SCHOOL'S BUSINESS

None

ITEM 7 - ANY OTHER BUSINESS

a) PhD Funding

There was discussion about projects and proposals.

Action
BW to put out a call in the next two weeks

b) IGS

- BW provided numbers on completion rates. A first look at the data indicates that further investigation is required.

- There was discussion about what College or individual Schools should be doing for IGS re Confirmation of Acceptance of Studies (CAS) and UKBA.

c) CDT call

There was discussion about the CDT call (eg., number of CDTs, source of resources, selection committee).

Action
DR will speak with Liam Blackwell on 5/6 November

ITEM 8 - DATE OF NEXT MEETING

The next meeting will be on Wednesday, 21 November 2012 at 2:00 pm in the Turing Room.