

Strategy Committee Minutes

25th May 2016 at 2pm, Turing Room

Attendees: Johanna Moore (Chair), Keith Edwards (for Colin Adams), Murray Cole, Michael Fourman, Bjoern Franke, Don Sannella, Nigel Topham, Barbara Webb, Martin Wright, Robin Hill, Magdalena Mazurczak (secretary)

Apologies: Colin Adams, Michael Rovatsos, Jane Hillston, Perdita Stevens, Stuart Anderson, Anda Nicolson (secretary)

	Summary	ACTION
1	<p>Approval of previous minutes Minutes from the previous meeting were approved</p>	
2	<p>Matters arising from previous meeting:</p> <ul style="list-style-type: none"> a) Business Informatics. Action: DS reported that discussion is going in the right direction with the Business School. Update required from SA. DS will check with Jon Oberlander, also, regarding his involvement. Ongoing b) ESRC will put out a call for a CDT in New Forms of Data (UoE along with UCL and Warwick University). Action: SA to circulate the information. Carry forward. c) Teaching PhD scholarship. NT is working on a proposal and will bring back to this committee. Ongoing d) Internships for PhD students. Alex has spoken with College about this. DPTs are to be drafted for Board of Studies. Neil Heatley is looking at the DPTs used in Physics, as they have to send their students to CERN as part of their degree programme. Although this is not an identical situation, there may be aspects of their approach that we can use. Ongoing. e) JM is happy with the positive feedback after the visit of Prof. Charlie Jeffery to our General Meeting in May. f) UKVI compliance. MJW and Alastair Scobie are looking at technical requirements to maintain records to comply with UKVI requirements. Ongoing <p>There was discussion about the implications of UKVI compliance and the appropriate response by the School and the University. MF suggested to follow steps of those Universities who he said have declined to implement the procedure. Other concerns were expressed over the wording of “normal working hours”, the requirement to record absences in 0.5 day increments and the time frame of responding to UoE call if attendance was required in the case of a UKVI inspection visit. The general opinion was that the procedure, once finalised, should involve all staff because those on Tier 2 visa could feel discriminated against. Committee agreed that all staff should record their absence from UoE for holidays, conferences or on University business, if away for more than one day.</p>	<p>DS/SA</p> <p>SA</p> <p>NT</p> <p>NT</p> <p>MJW</p>

	<p>The positive news was that the Visa and NHS fees will be paid by UoE.</p> <p>g) JM congratulated Heather Walker, MJW and Mirella Lapata on the submission of Athena Swan Application.</p>	
3	<p>Research business</p> <p>Report from Director of Research MF reported on Global Challenge funds that will be distributed by the Dean of Research to grow capacity. NG had attended College Research Committee in place of MF. Action: MF will follow up with NG and report to Research Committee.</p> <p>Research Day feedback MF reported that feedback was generally positive. A written summary report is to be produced. Ongoing.</p> <p>Research Committee - frequency of meeting. MJW advised that it was intended to reduce the frequency of meetings of Research Committee from monthly to every two months, starting from the 2016/17 academic year. The DoR would meet with DoPS and others in the intervening month to ensure follow up on actions. The committee supported this proposal.</p>	<p>MF</p> <p>MF</p>
4	<p>Teaching business</p> <p>Report from Director of Teaching</p> <p>Kings Buildings Learning Spaces BF reported on the KB learning spaces innovation. There was discussion as to how Informatics may benefit from this initiative. It was agreed that it may provide opportunities for the currently proposed or future Appleton Tower developments. Action: BF to circulate the KB Investment paper from the College.</p> <p>A reliable and ubiquitous system for video capture of lectures was identified as an essential priority.</p> <p>Online Forum System BF also reported on the success of the ASK platform, developed by two UG students, which replaced the 'Piazza' online forum and which IS has now adopted as a University-wide service.</p> <p>Teaching Duty Allocation Proposal (SA) - Paper A There was discussion of a paper from SA proposing a three year cycle approach to allocation of duties. Strategy Committee could see advantages in such an approach however there were concerns about creating expectations and reducing flexibility to re-allocate staff in future years. Action: BF, MJW and SA to develop further with a view to maintaining a margin of flexibility.</p>	<p>BF</p> <p>BF, SA, MJW</p>
5	<p>Graduate School business</p> <p>NT stated that from 420 offer letters 82 future PhD students accepted.</p> <p>PhD Offer Letters An issue has been identified with PhD offer letters which, effectively, encourage students to accept the offer even if they may later withdraw. Student systems have declined to change the wording. Action: It was suggested that this should be taken to College Research Training Committee to see if there was support from other Schools for a change to the wording.</p>	<p>NT</p>

6	Commercialisation Business	
	<p>KE spoke about the Industry Club initiative and also the development of 'Data-Ed' linked to DTI.</p> <p>CA intends to retire in August 2016 and succession planning is being taken forward by HoS.</p>	
7	Head of School Business	
	<p>JM provided an update on the current round of academic recruitment.</p> <p>The School has been successful in securing a number of academic promotions.</p> <p>Principal's Prizes have not been announced yet.</p>	
8	Any Other Business	
	<p>Events policy and charging – Paper B</p> <p>MJW presented for event charging for hire of the ground floor. There was discussion as to the appropriate level of charges. There was concern to optimise revenue, but also not to set charges at a level comparable to a full-service conference venue, which may raise unrealistic expectations – especially for external organisations.</p> <p>On balance, it was agreed that the proposed charges were around the correct level, but to add a separate charge for the use of the kitchen and to make clear that the charges were for space hire, only, and did not included additional services.</p>	MJW
	<p>Date of the next meeting</p> <p>2pm, Wednesday 22nd June 2016</p>	