



Strategy Committee Minutes

21st September 2015 at 3.00pm, Turing Room

Attendees: Johanna Moore (Chair), Martin Wright, Perdita Stevens, Bjoern Franke, Colin Adams, Michael Fourman, Nigel Goddard, Don Sanella, Murray Cole, Markus Guhe, Nigel Topham, Dave Hamilton, Stuart Anderson, Anda Nicolson (Secretary)

Apologies: Jon Oberlander, Sethu Vijayakumar, Michael Rovatsos

	Summary	ACTION
1.	Approval of Previous Minutes a) Minutes from the previous meeting were approved as a true representation of the meeting.	
2.	Matters arising from last meeting: a) Carried forward. MF noted that Oxford have industry-funded studentships and that we should find out how to get involved in this area. Action: MF to get information about how this programme works at Oxford. b) Carried forward. MF to return figures on the growth rates of the top 5 performers in REF including the number of post-graduates and RAs per member of academic staff at the next meeting of Research Committee. c) Action on JO to get information on the ECA marketing plan for overseas students is complete. Action: JO to circulate this to this committee. Committee to provide comment to JO. Complete. Action: MJW to follow this up at the working group. d) Overseas student group. Henry Thomson tried to convene a group to discuss ways to grow overseas student numbers over the summer. This proved difficult as many people were out of town. HT was going to have individual discussions to gather suggestions. Action: MJW meeting HT on 22 nd September and will provide an update to the next meeting of this committee. e) The Alan Turing Institute (TATI). Action: AN to circulate information about upcoming Turing workshops and summits. Action: AN to turn existing spreadsheet into a Google document. Action: JM/SR to create proposal on secondment model and circulate to this committee. f) Allocation of duties: There are currently 52 MSc students lacking personal tutors. SA proposed that the solution to these types of organisational issues would be to teach fewer courses next year. BjF noted that a review of MSc and UG3 is going to be taking place. g) Director of Teaching: BjF will be taking over as Director of Teaching. Colin Stirling will be taking on the UG3 Board of Examiners. h) National Student Survey: A NSS Working group has been formed, consisting of BjF, MR, SA, JM, Neil Heatley and Ian Stark. i) Research services: Action ongoing: MJW creating proposal for potential changes. j) Business Informatics: DS spoke with the Business School to see if the proposal will progress. DS confirmed our position that we wouldn't be able to take students on to this course if they didn't have a suitable background in Computer Science. Action carried: DS to meet with SA to identify convergence with the UCL joint distance learning proposal. EPSRC will be putting out a call for a CDT in New Forms of Data. Action: SA to circulate the information when it's publicised.	MF MF MJW AN AN JM/SR MJW DS/SA SA
	RESEARCH BUSINESS	
3.	Report from Director of Research • Three success stories have been sent to college this month – Bob Fisher, Elham Kashefi and Wenfei Fan.	

	<ul style="list-style-type: none"> 10th December has been allocated as the date for the Research Strategy school meeting. 	
4.	<p>Research priorities update</p> <ul style="list-style-type: none"> Following the last meeting of Research Committee, it was agreed that the urgent issues for hiring are: <ul style="list-style-type: none"> Algorithms and Complexity HCI/Design Informatics A business plan is needed for Algorithms and Complexity. Action: DS/MF to arrange. MJW to provide examples of PAG cases. 	DS/MF MJW
5.	<p>Impact</p> <ul style="list-style-type: none"> We are looking to keep an online repository of research impact and begin to build cases for the next REF. Impact is something that we could look to include in annual PDR discussions. 	
<u>TEACHING BUSINESS</u>		
6.	<p>Report from Director of Teaching</p> <ul style="list-style-type: none"> No further update at present. 	
7.	<p>Improving feedback to students</p> <ul style="list-style-type: none"> Ian Stark discussed the paper he had circulated to this committee. He has access to text comments showing more detailed students responses and plans to circulate these to teaching staff. Our scores around feedback are low compared to other institutions. Some instances show feedback being received very late. Feedback should be prompt, useful to the students and of good quality. When feedback is late, it's escalated via an email from Theon. We need to take more action when feedback is very late. Discussion around amending 3rd year courses so that there are less courses but they are 20 credits rather than 10. Action: IS to table proposal around default course makeup – points, coursework etc. We need to provide staff with structure for their courses – allowing them to have sight of how many lectures/how much coursework a typical 10 or 20 point course should have. MJW noted that the UG3 review is underway and that a curriculum review was part of our TPR response commitment. Action: MJW/BjF to look at top-down resourcing. Annual review process – it was suggested that we could add objectives which relate to student feedback. Action: MJW to coordinate suggested PDR objectives and feed in to this committee. The committee welcomed the recommendations made by IS. It is suggested that these are passed to the smaller NSS working group currently being chaired by BjF. 	IS MJW/BjF MJW
8.	<p>PGT APCs/Bench Fees</p> <ul style="list-style-type: none"> The university has abolished APCs on taught PGT courses from next year. This is worth around £120-£150k to Informatics per year. Suggestion raised that we increase fees for PGTs, by one spinal point. This was agreed by the committee. 	
<u>COMMERCIALISATION BUSINESS</u>		
9.	<p>Report from Director of Commercialisation</p> <ul style="list-style-type: none"> DemoFest will take place on 19th November. This is still open for submissions. The first IVTue of the semester is taking place on 22nd September. 	
<u>HEAD OF SCHOOL'S BUSINESS</u>		
	<ul style="list-style-type: none"> JM is looking to create a full-time Director of Teaching post. 	

	<ul style="list-style-type: none"> Suggested that Colin Pulham might be a good contact to discuss this with. Action: JM to meet with him; AN to arrange. Andrew Blake will be starting as TATI director on 1st October. We need a satellite liaison director for Edinburgh. This is to be in place by the launch on November 11th. Intel may be partnering with TATI. Committee members to pass details of any contact at Intel to Murray Cole. 	JM/AN
	Planning and Finance	
10.	Strategy Refresh working groups <ul style="list-style-type: none"> Action: BjF to put a group together to take forward TPR response. Distance/Online learning: a group is being created to look at this. The first meeting hasn't been held yet. Action: BjF to check progress of this. Workload model: MJW/DS/MR will be looking at this. 	BjF
	Estates projects	
11.	DTI <ul style="list-style-type: none"> This project is due to begin in January, with planned occupation of the build from January 2018. Summer 2017 will see a decant of the Wolfson Wing to allow the heating system to be replaced as part of the DTI works. InSpace and G03 will be returned to Informatics once DTI is completed. 	
12.	Forum space issues <ul style="list-style-type: none"> The renovation works have been completed and snagging lists are being worked through. We will look at more three for two conversions in summer 2016. Further three for two conversions will be considered for the Wolfson Wing, to be undertaken during the summer 2017 decant. There will also be a requirement to reconfigure more multi-user offices in preparation for next year's intake. 	
13.	Appleton Tower reconfiguration <ul style="list-style-type: none"> MJW is looking at possible reconfiguration of space. A further update will be provided shortly. 	
	Other business	
14.	Honorary degrees <ul style="list-style-type: none"> MF noted that we normally look for honorary degree nominations close to the deadline and proposed that we look at this earlier. Action: AN to circulate the requirements for nominations and lists of previous degree recipients. 	AN
15.	Membership of Strategy Committee <ul style="list-style-type: none"> Discussion of this item was carried forward to the next meeting. 	
16.	Date of next meeting: 28 th October at 2pm, Turing Room.	