

Strategy Committee Minutes

22nd June 2016 at 2pm, Turing Room

Attendees: Johanna Moore (Chair), Murray Cole, Keith Edwards (for Colin Adams), Mike Fourman, Björn Franke, Nigel Goddard, Sharon Goldwater (for John Oberlander), Michael Rovatsos, Perdita Stevens, Nigel Topham, Martin Wright, Anda Nicolson (Secretary)

Apologies: Colin Adams, Stuart Anderson, Jane Hillston, Jon Oberlander, Don Sannella

	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. SA updated via email. The proposal is to commence an MSc led by the Business School in cooperation with UCL Computer Science and Business School. We will supply two courses that do not need to be in place until 2018 and 2019. In addition, there is an idea that there should be some associated collaborative research broadly in the area of business technologies for the Digital Economy. There is a preliminary proposal in discussion with UCL. b) CDT in New Forms of Data: This call has now closed and Informatics participated in a proposal led by Robin Williams of ISSTI. We are awaiting the results of the application. This is a very small CDT with five students per year over three years. c) Teaching PhD scholarship. £16m of overseas fees are currently paid to the centre by Schools and partially repaid by NPRAS. The fees for these scholarships would disappear under this proposal and a nominal charge (£1k) would be paid by the scholarship. The student would be expected to teach – they would receive a partial stipend for their study and then receive paid teaching work. The PhD would be integrated study and teaching, so would take longer than a standard PhD. This is to be piloted from September 2017. Selection/interviewing will be key to ensure that the students selected have the capability and skills to teach. There will also need to be a robust plan in place to manage students whose teaching is not of the expected standard. 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) UKVI compliance. From the start of the new academic year, we will be asking staff to use an Office 365 calendar to share with InfHR which will be 	NT

	<p>used to maintain visibility of academic staff locations to help fulfil our UKVI responsibilities. A meeting will be arranged with Tier 2 staff to explain this in more detail, as their use of this calendar will be critical to our compliance.</p> <p>f) PhD Offer Letters: The issue of the text in the offer letters will be looked at in the next academic year.</p> <p>g) Events policy and charging: The updated information has been published online and MJW has circulated the link to the School.</p> <p>h) Research Day: A written summary report is to be produced by MF.</p>	<p>MJW NT</p> <p>MF</p>
3	<p>Research business</p>	
	<p>Report from Director of Research:</p> <p>College Research Committee College Research Committee saw a speaker from the Royal Society. They want to diversify from physics/chemistry and confirmed that they have interest in other areas. This could benefit Informatics.</p> <p>Open calls A University Research Fellowships call will open in mid-July for people who do not have a permanent role. There are 40-50 available in the UK. They are available to people who are 3-8 years post-PhD. Action: MF to put out a call to research staff for a one page draft application. This should be sent via their Hol to check.</p> <p>GCRF have two calls open. The first has a deadline of 2nd August for GCR Strategic Networks. The second has a deadline of 15th July for Secondary Data Analysis.</p> <p>There are also calls open for research which benefits developing countries. This is via the Global Challenge fund.</p> <p>Overseas students It is possible that overseas students could be funded as part of College funds being used to assist ODA countries.</p> <p>Grant spending EPSRC recently issued a letter about acceptable spending on grants. Action: MF to circulate to this committee.</p>	<p>MF</p> <p>MF</p>
4	<p>Teaching business</p>	
	<p>Report from Director of Teaching</p> <p>DoT was pleased to report that there were no issues in Informatics during the recent industrial action.</p> <p>Project allocation</p> <ul style="list-style-type: none"> We are looking at scalability enhancements for teaching processes. There will be new software in place in the autumn for MSc project allocation. It is possible that the date for MSc project proposals could be brought forward, but this is under discussion. Discussion about industry MSc projects was held, with some feeling that they had a large workload for a low potential benefit. KE spoke in favour of them from the Commercialisation point of view. 	

5	Graduate School business	
	<p>PhD engagement and attendance monitoring – Papers A & B It is proposed that students have two new engagement points through the year, with 10 contact points in total. We are strengthening the follow-up and escalation points and formalising leave of absence processes. NT proposed that these papers be taken to College for approval, the committee approved this suggestion. Action: NT to report back on feedback from College.</p> <p>PhD placements – Paper C This is a draft proposal which looks at allowing placements of up to 60 days as part of the PhD process.</p> <p>The PhD supervisor would complete a proposal for the placement and this would be approved by the Graduate School. It has to be clear that the students will still complete their PhD on time. Students who are not on Tier 4 visas can apply for an interruption if the placement is for more than 30 days.</p> <p>KE highlighted that the terms of current studentships may not comply with this approach to placements. Action: NT to clarify the final rules regarding student funding, for example, what would happen to the stipend given to a student if they are on a placement.</p> <p>PhD Completion times We currently have 50 students in their 4th year of PhD study or beyond. This is detracting from our completion rates. If completion rates at the end of this academic year aren't good, we could begin looking at incentives for completion. We are trying to review and clear the backlog.</p>	<p>NT</p> <p>NT</p>
6	Commercialisation Business	
	<p>EIE17 will be held at the EICC and will be a two day event. Michael Moritz from Sequoia Capital will be the keynote speaker.</p> <p>EIE London will be held on 15th November this year at the Institute of Engineering and Technology. There will be 16 companies attending.</p> <p>Ongoing discussions are being held with Sunergos regarding IP. Action: KE to prompt Pete Hotton to provide draft document as discussed at the recent meeting.</p>	<p>KE</p>
7	Head of School Business	
	<p>Recruitment update A confidential discussion was held around ongoing appointments, including offers made and accepted.</p> <p>Recruitment JM and MJW recently met with JY from HR to discuss the recent round of recruitment. Processes for recruitment will be documented and put online to remove ambiguity about the requirements for recruitment from panel members and HR. HoS will chair academic recruitment panels, but will identify lead recruiters for posts. These people will deal with queries about positions, identifying hosts and other tasks.</p>	

	Recruitment will begin earlier in the year, with a generic advertisement used in the autumn which will list potential areas of interest. The end of the year will see budgets finalised, at which point we will know where we will be prioritising recruitment and how many posts will be available. This will allow us to prioritise specialities and exceptional candidates.	
8	Any Other Business	
	Meeting frequency Meetings will be held every two months from the new academic year. Action: AN to circulate dates and update the Informatics Meeting Calendar.	AN
	Date of the next meeting 2pm, Wednesday 27 th July 2016	