

Strategy Committee Minutes

24th March 2016 at 2pm, Turing Room

Attendees: Johanna Moore (Chair), Colin Adams, Stuart Anderson, Michael Fourman, Bjoern Franke, Vashti Galpin, Nigel Goddard, Mirella Lapata, Jon Oberlander, Don Sannella, Perdita Stevens, Nigel Topham, Heather Walker, Martin Wright, Anda Nicolson (secretary)

Apologies: Murray Cole, Markus Guhe, Jane Hilston, Michael Rovatsos, Barbara Webb

	Summary	ACTION
1.	<p>Approval of previous minutes</p> <p>Minutes from the previous meeting were approved with a minor amendment to item 7 (correction of acronym). Action: AN To upload to the Strategy Committee webpage. Complete.</p>	AN
2.	<p>Matters arising from previous meeting:</p> <p>a) Business Informatics. Action: DS to continue discussions with Business School to clarify proposals. DS and JO to meet to discuss. Ongoing.</p> <p>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.</p> <p>c) Teaching PhD scholarship. NT is working on a proposal and will bring back to this committee. Ongoing.</p> <p>d) Interning 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.</p> <p>e) Visit by Prof. Charlie Jeffery. Action: AN to contact CJ's PA to confirm what he will speak about at General Meeting and if he wishes to hold additional meetings.</p> <p>f) UKVI compliance. MJW and Alastair Scobie are looking at technical requirements to maintain records to comply with UKVI requirements. Action: JM and MJW to meet with affected staff.</p> <p>g) Training for recruitment. Members of the committee pledged to complete the training required for recruitment. Members who have not completed this have been reminded and will complete by the April meeting. Action: AN to monitor.</p>	<p>DS/JO</p> <p>SA</p> <p>NT</p> <p>AN</p> <p>MJW/JM</p> <p>AN</p>
<u>ATHENA SWAN RENEWAL DOCUMENT AND ACTION PLAN</u>		
3.	<p>The committee welcomed Heather Walker, who has been key in preparing our action plan and submission. MJW reviewed the action plan, as this is critical to our renewal application. He noted that we have the following aims:</p> <ol style="list-style-type: none"> 1. Increase the number of women students at all levels. 2. Increase the number of women research/academic staff. 3. Improve career progression. 4. Ensure that the School has an inclusive culture. 5. Ensure that we have mechanisms in place to deliver the plan that we set out, both financially and in terms of human resources. <p>SA noted that it may be more effective to build in processes targeted to specific activities rather than generic aims about improvement. For example, to have a video/slide about expected behaviour to use prior to lectures or tutorials.</p>	

	<p>Self-Assessment Team to look at committee memberships across the School to see if there could be something created to ensure that the Athena SWAN agenda is highlighted when key decisions are undertaken.</p> <p>It was also suggested that they could look at the gender profile of speakers being invited to give seminars/talks.</p> <p>Action: HW to take note of the suggestions made and update the action plan prior to the next meeting of the Equality and Diversity committee. The final document will be circulated to this committee by AN.</p>	AN
	<u>RESEARCH BUSINESS</u>	
4.	MF highlighted that we currently do not have a register for Impact cases and that this is essential in our preparations for the next REF.	
	<u>TEACHING BUSINESS</u>	
5.	<p>The restructure of 3rd year is on track as expected.</p> <p>BF noted that we are again expecting a large MSc cohort. MSc project allocation will again be a significant undertaking.</p>	
	<u>GRADUATE SCHOOL BUSINESS</u>	
6.	An increased budget has been allocated, and committed, for studentships. Offers are currently being made to applicants.	
	<u>COMMERCIALISATION BUSINESS</u>	
7.	<p>CA reported that the recent trip to the US made by members of the team was successful.</p> <p>Connect Singapore will be visiting in the next couple of weeks. They are looking to recruit postdocs to work with. CA is hoping to arrange a meeting with them and JM depending on diary availability.</p> <p>Entrepreneur First are looking for PG students to join their six month funded programme. We will circulate the information to the relevant mailing lists.</p> <p>A recent meeting with LinkedIn highlighted an opportunity for us to work with them on data analysis. This could be a good opportunity for the CDTs among others.</p>	
	<u>HEAD OF SCHOOL'S BUSINESS</u>	
8.	<p>Recruitment update</p> <p>An offer has been made to our preferred candidate for the Databases position. We have a second candidate we would like to offer a post to as well and this is with PAG for approval. The same situation applies with Machine Learning – one offer is out and we hope to secure another post.</p> <p>The shortlisting has been completed for the Chair in Algorithms and Complexity. The interviews will take place on 3rd May.</p> <p>The advert is out for the Chancellor's Fellow position.</p> <p>Due to the volume of recruitment underway at the moment, it was suggested that one email could be sent with "Save the dates" for the upcoming talks. Action: AN to coordinate this with HR.</p>	
9.	<p>Date of next meeting</p> <p>2pm, Wednesday 27th April 2016</p>	