

APPROVED BY CHAIR

University of Portsmouth

School of Computing

Research and Innovation Committee

Minutes of the meeting held on 16th October 2013, 14:30 in BK1.15

Present

Jim Briggs	Chair
Nick Savage	Head of School of Computing
Alexander Gegov	Reader
Mo Adda	Pervasive Computing Group
Benjamin Aziz	Early career researcher
Nedyalko Petrov	PhD Student
Angela Muscat	Minutes Secretary

1. Apologies for absence

Jie Tong
Djamel Ait-Boudaoud
Carl Adams
Ivan Jordanov

2. Change of name of the Research and Knowledge Services Committee.

The change of name to Research and Innovation Committee was announced.

3. Approval of previous minutes

The previous minutes were accepted as an accurate record.

4. Matters arising

No matters arising.

5. Reports on recent activity

Jim Briggs presented his standard KPI graphs.

- a. Funding. Jim explained that the red line on the graph represents money brought in from external sources. The blue line represented expected funding. Jim reported that the trend is still upwards, but has slowed of late. This could be due to under-reporting. Faculty has set a target for £200k of research (but excluding KTP) funding won for 2013-14. There are currently around 6/7 bids, if one or two bids are won then the target will be met. We need to ensure that all research groups are contributing to continue to achieve that.
- b. Publications. Jim reported that the number of publications had dropped slightly on what was expected. However, the quantity is not our goal. The focus should be on quality. The current graphs show quantity only and the issue of measuring quality was discussed. Some things which could contribute are the impact factor, citations, destination of output etc. It was agreed that this is a complex area and needed more investigation.
- c. **Research students.**
 - (i) Completions. 2 students completed this year. It was reaffirmed that it is important to make sure that completions happen.

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- (ii) Progress. There were 8 new students which started in October 2013. However, Jim noted that although the intake was good during the past year, 3 students left with Mohamed Gaber, 2 expected students didn't turn up and 2 dropped out. The withdrawals almost offset the admissions.
- (iii) Admissions. The trend is firmly upwards. There are currently 40 PhD students, 21 part-time and 19 full time. Space has been an issue for the new intake. It is important to ensure that in future these issues are taken into consideration in advance.

d. **SoC and CSI seminars.**

Alex commented that the seminars have started well. There have been more than 25 people attending and moving the venue to a bigger room has been a success. The majority of attendees are still from the School of Computing which is disappointing.

e. **New appointments and departures.**

Nick Savage has been appointed as the new Head of School and new Lecturer, Jacek Kopecky. Mohamed Gaber and Sevi Karatzouni have now left.

f. **Incoming Visitors.** Next week Ivan has a visitor who will be giving a presentation at the weekly seminar.

Deleted: Russian

g. **Outgoing visits, meetings, conferences attended.**

Jim noted that there are a number of staff that go on Erasmus trips and conferences. The results of these visits need to be monitored. Nick commented that previously a form stating the benefit to the school/expectation had to be completed before a visit was agreed. This is no longer the case but it will be reconsidered.

h. **Web pages.** Jim reminded everyone to keep their web pages up-to date. A new template is being introduced towards the end of October and it was agreed it would be sensible to wait until after that date.

6. Report from Faculty R&KT Committee

Nick reported that there was a long discussion on a Lab Open Day and Mo Adda's name had been put forward as the SoC rep for this. The feeling higher up was that facilities need to be used more. There were concerns that a lot of money had been invested in equipment which will soon be out of date.

The Dean had announced the Faculty Network Support Strategy. The Faculty Research Degrees Coordinator will visit the school to discuss Research Student Strategy. It appears that the Prof Doc is now not viable but there is still interest in creating MRes. The strategy for recruiting PhD students appears to be working for the School of Computing and Nick was unsure how well we need to market the School.

Conferences were discussed as a way of raising the profile of the School. The SIHI Conference was used as a good example of how well this works. There is a possibility that Alex may host a conference in collaboration with Lancaster University. It was agreed that all financial risks should be taken into consideration and Alex needs to investigate how to successfully organise a conference to ascertain whether it is viable.

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7. REF update

Jim reported that latest news is that the submission is on track and planning to go ahead. The Dean is revisiting the number of people to be submitted. One had been added recently and 3 others were being considered. 3 out of the 4 were from the School of Computing. The aim is not to submit more than 14. Mohamed Gaber leaving has left a gap to fill. Hong Hai is addressing the the 100 words associated with each research output. Ivan is working on the Environment Statement and Jim is involved with the Impact Case Studies. The Dean is working on the REF Impact Template and covering document on how to strategically improve research. There will be lock down periods for the data entry people while a validation report is run to do with the outputs. Hopefully any issues can be fixed quickly. The census date for staff included is 31st October 2013. The deadline for submission is 25th November 2013 although it is expected all decisions and written material will be submitted over the next two weeks and only minor tweaking will follow up to the deadline.

Nick raised a concern that the impact studies had not been reviewed externally but Jim confirmed that they had been, though only by one reviewer.

8. Research Group Objectives to meet the School's action plan.

Jim discussed the objectives of the Action Plan. The following points were raised.

- To promote and support excellence the School should try to achieve a higher proportion of papers in the REF of 3* and 4* quality. At present we expect to meet the target of 35% but if we have been accurate in predicting 3* and 4* papers we will get 100%.
- To encourage research related projects, we need to speak to Bryan between now and March before the MSc projects are allocated. Research active staff and research group leaders need to pitch research-related ideas to students.
- To develop the research environment, we believe we are 100% compliant with the University's peer review college process.
- We need to encourage staff to think more about the impact of their research. Jim agreed to organise a Wednesday 5 on this.

Action: JB

- There is an action to get more KTPs. All staff need to be aware of this.
- There is an action to explore strategic alliances with large employers. Nick reported a link with Sony.
- Need to think more about converting placements into KTPs.
- CPD programme in SoC was discussed. What kind of short courses should we provide? An All Staff email will be sent asking for suggestions. Ben suggested a need for a review of the business model first. Not sure if funding will be available and how manageable it would be.
- Summer internships were discussed. Jim commented that not many staff are around during the Summer months and not sure whether it is achievable. The targets are not very clear.
- The only strategy we can have is that all groups need to be striving to achieve all of the objectives.

9. AOB

None

10. Next Meeting

Spring Term: Wednesday 22nd January 2014