

Administration by BCS

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COUNCIL OF PROFESSORS AND HEADS OF COMPUTING

Minutes of the Committee meeting of the Council of Professors and Heads of Computing held on **Monday 4th February 2013** at BCS, the Chartered Institute for IT, Davidson Building, 5 Southampton Street, London. WC2E 7HA

PRESENT:

Iain Phillips (Chair)	(IP)	Liz Bacon	(LB)	Liz Burd	(LBU)
David Duce	(DD)	Sally Fincher	(SF)	Martin Loomes	(ML)
Lachlan MacKinnon (LMacK)		Carsten Maple	(CM)	Gerry McAllister	(GMC)
Edmund Robinson	(ER)	Morris Sloman (UKCRC)	(MS)	Sally Smith	(SS)
Ian Wells	(IW)				

Guest Speaker – Mark Ratcliffe HEA

APOLOGIES

Stephen Jarvis
Ray Farmer

IN ATTENDANCE (Secretariat)

Sharon Hurd (BCS) (SH)

APOLOGIES

1. APOLOGIES FOR ABSENCE AND WELCOME

Apologies were received as above.

2. MINUTES OF LAST MEETING

The minutes of the last meeting held on the 26th November 2012
Minutes were accepted as correct

3. MATTERS ARISING FROM THE MINUTES/ACTIONS LIST 26th November 2012

Actions from Committee Meeting Monday 6th February 2012

LMacK - Circulated information to committee.

TRAC will change but CPHC cannot influence, going forward it was suggested to monitor website. This could be an item under Consultations and Responses.

4. CPHC Research Agenda – Programme of Work

4.1 Investigation of Entrepreneurship in Computing (Sally Fincher)

Sally Fincher & Liz Burd (LBU) are to hold a workshop in 2013 to produce a template to collect comparable data and then produce a report to bring back to Committee.

4.2 Attrition on Computing (Liz Bacon)

An initial circulation of HESA data was shared at the meeting it was AGREED that more analysis was needed on attrition rates; this would be looked at following the release of the HEA report that is due out later this week.

CM mentioned there are sufficient funds to get some research carried out on attrition should the committee feel it necessary.

AGREED: To research if there is a sector wide issue for this subject with the use of the HEIDI database.

ACTION: Liz Bacon/Lachlan MacKinnon

5. CONSULTATIONS & RESPONSES (C. Maple)

CM had contacted UKCRC regarding consultations and, as with CPHC, there were not many active consultations. CM had also contacted BCS and the IET to ascertain any pertinent consultations they were dealing with.

A process for how CPHC should deal with consultations has been produced and is aligned with UKCRC. There is one consultation relating to European Union Funding (see the Information Group report for details) and CM will be sending information to the Committee straight after the meeting. CM will continue to keep in touch with UKCRC and BCS Academy

6. Conference 2013 (Conference working Group)

NOTED: All on track, dinner has been booked for the Millennium Stadium; there is a deadline for dinner numbers: however a minimum of 80 covers will have to be paid for.

AGREED: that IP will circulate the speakers that have been booked along with the draft agenda for the two days.

e-Skills UK are being asked if they would like to attend the conference. Members of CPHC committee were meeting with e-Skills following the CPHC meeting.

ACTION: Chair

AGREED: SS and ML would jointly manage the New Heads Workshop at the Conference. Chris Price and Keith Mander would pass over their material to Sally and Martin to use at the Conference.

AGREED: LMack would deliver Mark Radcliffe's presentation from the meeting of 4th February at the Conference.

ACTION: Lachlan MacKinnon

7. CPHC Subscriptions 2013

NOTED that 85 HEI's have paid subs out of the 104 due, it was also mentioned that the new HoD at Cranfield University does not want to continue with the CPHC subscription, we are trying to find out the reason why.

ACTION: Secretariat

8. 2014 Meeting Dates

NOTED secretariat is aware of the formula used to set the meetings and the same formula was to be used and the following dates circulated.

3rd February 2014
12th May 2014
7th July 2014
6th October 2014
8th December 2014

CPHC 2014 Annual Conference – this date to be confirmed

ACTION: Secretariat

9. CPHC Membership of – University of Chester

An application was received from University of Chester to join CPHC. This was approved by the committee. The University will need to be contacted to join as a member.

ACTION: Secretariat

10. REGULAR REPORTS

10.1 Treasurers Report (C. Maple)

RECEIVED and NOTED:

10.2 Secretary's Report (R. Farmer)

NOTHING TO REPORT:

10.3 Information Group Report (C. Maple)

RECEIVED and NOTED:

10.4 Learning Development Group Report (S Fincher)

1. LDG Chair met with Mark Ratcliffe (HEA STEM representative) on 8th January. There was wide-ranging discussion on the activities of both groups, and places where we might fruitfully collaborate. Specific issues included:

a) HEA is organising a "new" workshop - initially for new academics, but now extended to "new ideas in teaching" on the 14th & 15th March in Manchester. Whilst it is too late for CPHC/LDG to participate this time, there may be scope for working together on such an event in future years

- perhaps HEA providing input on teaching, UKCRC on starting your CS research career, and CPHC providing "being an effective academic" input

- somewhat akin to the "new chair's" workshop that we do for colleagues at a later stage in their careers.

b) HEA may be interested in running a "Disciplinary Commons" for computing academics.

c) There was some interest in collating a UK-specific set of course exemplars that illustrate the IEEE/ACM 2013 Computer Science curriculum

- perhaps through a workshop or series of workshops. LDG could certainly act as an archival resource here.

d) There was some interest in HEA supporting an event (or series of events) on Computing Education Research.

e) Mark was interested to keep a "watching brief" on SCSE. We will continue discussions.

2. Survey of Computing Student Engagement (SCSE) The pilot is now live. We are hopeful that we will get participation from all 10 pilot institutions, although this will likely be with first and second years, rather than first and

final years as we had hoped (no one wants to interfere with/jeopardise their NSS response with their final year students).

This will officially close on 5th April, but we expect to have some interim results to report at conference.

3. Survey of Enterprise & Entrepreneurship in the Computing Curriculum
Following from the email survey, Liz Burd has undertaken a search of every institution's website and identified interesting/innovative courses. We will hold a one-day workshop on 1st March to collect further examples and, after that, produce a report (loosely based on "UK Approaches to Engineering Project-Based Learning". See:

<http://web.mit.edu/gordonelp/ukpjblwhitepaper2010.pdf>

10.5 Reports from Other Organisations & Activities

RECEIVED and NOTED:

10.6 CPHC/CAS Report – (I Phillips)

IWP presented a verbal report indicating that the work with CAS is on-going and that the HE engagement so far has been covered by other sources of funding. The CPHC and its members' monies will be strategically targeted as necessary over the next year.

10.7 Chair's Report (CPHC WEBLETTER) (I. Phillips)

IWP noted that the Webletter hasn't been produced, but he will endeavour to get one produced as soon as possible, but this would not be until after the AGM.

11. AOB

11.1 STEM – Summit to be reported back on at a later date.

11.2 AGM – Listed below are members of the Committee who have agreed to stand as Committee Members for a further term of three years:

Ian Wells
Sally Fincher
Martin Loomes
Carsten Maple

This will be voted upon at the AGM on the morning of 25th March 2013

The following members will be resigning from the Committee:

Gerry McAllister
Liz Bacon
Ray Farmer.

Committee Members were also asked to have a think of suitable candidates to nominate as possible members.

ACTION: All

COMMITTEE MEETINGS 2013

- **Monday 13th May 2013 at 11.00am, BCS Offices, London**

- **Monday 8th July 2013 at 11.00am, BCS Offices, London**
- **Monday 7th October 2013 at 11.00am, BCS Offices, London**
- **Monday 9th December 2013 at 11.00am, BCS Offices, London**