

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 7 December 2015** at BCS, The Chartered Institute for IT, Davidson Building, 5 Southampton Street, London WC2E 7HA

PRESENT

Sally Smith (Chair)
Sally Fincher
Miltos Petridis
Keith Miller

Balbir Barn
Colin Johnson
Rupert Ward
Vic Grout

Ray Farmer
Carsten Maple
Edmund Robinson
Anthony Cohn (UKCRC)

IN ATTENDANCE (Secretariat)

Maxine Leslie (BCS)

APOLOGIES

Iain Phillips

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 Monday 12 October were accepted as a true record.

3. MATTERS ARISING FROM THE MINUTES/ACTIONS LIST 12 October 2015

All actions arising from the meeting held on 12 October 2015 are either covered later in this agenda or completed.

3.1 The Relationship between Research and Teaching

Balbir Barn introduced his paper about the relationship between Research and Teaching, specifically for the subject area of computing. Members discussed the issues raised and agreed that it would be important to check what work has been undertaken to date and establish whether it would be helpful to signpost this and map out specific goals in this work. Members had been given little opportunity to feed into the TEF consultation. It was agreed that this could be included as a theme for the 2016 Conference, in particular sharing good practice stories about Research and Teaching/Learning (RTL).

ACTION: Conference Working Group

Items for discussion

4. CPHC RESEARCH AGENDA – PROGRAMME of WORK

4.1 Employability Report and follow up proposals

The Chair introduced the paper outlining the three options for ways forward: 1. Community practice; 2. HEA intervention and 3. More empirical work by CPHC. She had interviewed contacts at universities that had not participated in the workshops. None of the four institutions wanted the HEA intervention option which, it was acknowledged, may have been due to the presentation which referred to HEA consultants. Institutions may have been more amenable to peer consultation.

Sally F had undertaken a costing proposal which was tabled at the meeting and indicated that she had made a tentative approach to Janet Finlay to undertake this work.

The Chair would make contact with HEFCE and follow up with a detailed proposal including costs and finer detail of further empirical work. Members were asked to supply any ideas on areas for empirical work to the Chair.

ACTION: Chair/Members

Sally F informed Members that the Employability Report was ready to be distributed, with labels of addressees. There had been some hold ups but it was hoped that this would be completed before Christmas.

Members discussed how the Report should be launched, either via the CPHC website/social media, with a soft and then hard launch and what specific media Committee would wish to target. It was agreed that it would be important to ensure that the message was carefully worded so that detrimental misrepresentation could be avoided.

It was agreed that Vic Grout should draft a press release for comment by Members with a view to targeting Times Higher Education and Computer Weekly.

ACTION: Vic Grout/Members

5. BCS/CPHC 2016 CONTRACT

The contract had been circulated and the Chair signed the original.

6. CPHC ANNUAL SUBSCRIPTIONS

REPORT RECEIVED AND NOTED.

7. CONFERENCE 2016

Keith Miller updated Members on progress of obtaining quotes for the conference dinner venues based on 80 attendees with location, accessibility, catering and cost being the main considerations. Steve Furber had accepted the invitation to be the after-dinner speaker and the Chair was in the process of contacting Nigel Shadbolt to provide some input.

The Baby Computer room at MOSI was on the list of possible venues, but Members agreed that this might work better as an optional tour for delegates with transport provided on either Monday morning or Tuesday afternoon. Keith undertook to obtain further costings and information on accessibility for Members to review.

ACTION: Keith Miller

Members discussed possible themes for the Conference including the TEF, the REF, the “Connected society” (as Manchester had received a recent award for technology), ‘Our professional society – who needs one?’ maybe inviting Bill Wakeham and the Northern Powerhouse, which could be useful for attracting other good speakers.

Carsten Maple hoped to confirm Maggie Philbin to open the second day of the Conference and Members agreed to subsidise the delegate rate which would be set between £75 and £100. The booking system would be set up once the costs had been agreed and Vic Grout indicated that the countdown to the Conference was up on the CPHC website. It was further agreed that some hotel options would be suggested in the Conference area of the website, although there would be little point in negotiating a special rate as numerous internet deals are usually available. It would also be important to ensure that no other major events were on at the same time which would tie up hotel room availability.

ACTION: Conference Working Group

8. DIGITAL POLICY ALLIANCE (EURIM) RENEWAL

Members AGREED that names and activities undertaken would remain the same as last year and that the membership should be renewed.

ACTION: Secretariat

9. REGULAR REPORTS

9.1 Treasurer’s Report

After many hurdles, it was hoped that the lengthy transfer of the bank account process was finally coming to an end.

9.2 Secretary’s Report

Nothing to report.

9.3 Learning Development Group Report

Already covered under item 4.1.

9.4 UKCRC Report

Tony Cohn introduced his paper and indicated that UKCRC Executive Committee was attempting to arrange a meeting with Jo Johnson. The Chair stated that she had also intended to contact the HE minister to invite him to the Conference and so she will also include some background to the CPHC/UKCRC relationship with a view to combining both introductions.

ACTION: Chair

Tony reported that the REF Impact Report was to be distributed via EPSRC either this week or next. Edmund Robinson indicated that for the Shaping Capability strategy, it would be important to get the wording right: to maintain and preferably grow. UKCRC is considering the creation of a “junior section” (name to be confirmed) to support younger researchers and this was on the agenda for the AGM to be held in the afternoon of 7 December.

9.5 Reports from Other Organisations & Activities

REPORTS RECEIVED AND NOTED.

BCS – James Davenport had dialled into the meeting and introduced a draft paper about BCS and academic computer science. Following some discussion by Members, it was agreed that this was useful background, although it did not directly address the issue of membership fee increases/value for money. One of the concerns voiced was that BCS did not have an effective working learned society, although Sally Fincher, as one of the two CPHC representatives on the BCS Academy Board, informed Members that the Terms of Reference were to be reviewed at the next meeting in January, and it was hoped that more emphasis could be given to the learned society aspect of the Academy’s work.

EPC – The Chair undertook to contact the EPC (Jim Yip) to provide joint response to the consultation re TEF.

ACTION: Chair

9.6 Chair’s Report (CPHC Webletter)

Sally Smith had attended the European Computer Science Summit in October in Vienna, which was very interesting and included presentations on gender, religion and member nation’s economic backgrounds in the context of informatics.

A Computing At School Board had been held in October, where it was reported that regional hubs had been set up. CAS was planning to stage a number of events in 2015/16 and was looking for financial support. Members queried whether CAS activity included Wales and Scotland, although this would not necessarily preclude financial support, it would be a consideration. Members agreed that a proposal for financial support be requested from CAS in order to make an informed decision before Committee decides on any donation.

ACTION: Chair

10. Any Other Business

There were two items of AOB:

Carsten Maple had received one consultation which he would distribute to Members for feedback.

ACTION: Carsten Maple

Vic Grout asked Members firstly, if there was further need for WordPress training and secondly, whether social media should be reviewed, in particular a CPHC Facebook page and access for other Members to the Twitter account. Members to consider these points and let Vic know.

ACTION: Members

Outstanding Actions from Committee Meeting – Monday 7 December 2015

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| THE RELATIONSHIP BETWEEN RESEARCH AND TEACHING | 3.1 | Include Research and Teaching/Learning (RTL) in the 2016 Conference agenda | Conference Working Group | COMPLETE |
| CPHC RESEARCH AGENDA – PROGRAMME of WORK Employability Report and follow up proposals | 4.1 | Contact HEFCE and follow up with a detailed proposal including costs and finer detail of further empirical work Supply any ideas on areas for empirical work to the Chair Draft a press release for comment by Members with a view to targeting Times Higher Education and Computer Weekly | Chair Members Vic Grout/ Members | COMPLETE COMPLETE |
| CONFERENCE 2016 | 7 | Obtain further conference dinner venue costings and information on accessibility for Members to review Decide on conference rate/subsidy, work on Conference themes, obtain hotel recommendations for website, ensure no other competing events coincide with Conference for hotel availability | Keith Miller Conference Working Group | COMPLETE COMPLETE |
| DIGITAL POLICY ALLIANCE (EURIM) RENEWAL | 8 | Renew membership with no changes to names/activities | Secretariat | COMPLETE |
| REGULAR REPORTS: UKCRC REPORT | 9.4 | Invite Jo Johnson to the Conference and include some background to the CPHC/UKCRC relationship | Chair | COMPLETE |
| OTHER ORGANISATIONS/EPC REPORT | 9.5 | Contact the EPC (Jim Yip) to provide joint responses for TEF consultation | Chair | COMPLETE |
| CHAIR'S REPORT | 9.6 | Contact CAS for proposal for financial support | Chair | COMPLETE |
| A O B | 10 | Distribute consultation to Members for feedback Consider whether need further WordPress training and if social media should be reviewed (Facebook/Twitter) | Carsten Maple Members | COMPLETE COMPLETE |

COMMITTEE MEETINGS 2016

- **Monday/Tuesday 25/26 April 2016 – CPHC Conference - Manchester**
- **Monday 9th May 2016 - at 11.00am, BCS Offices, London**
- **Monday 4th July 2016 - at 11.00am, BCS Offices, London**
- **Monday 3rd October 2016 - at 11.00am, BCS Offices, London**
- **Monday 5th December 2016 - at 11.00am, BCS Offices, London**