

Administration by BCS

First Floor, Block D, North Star House, North Star Avenue, Swindon SN2 1FA

COUNCIL OF PROFESSORS AND HEADS OF COMPUTING

Minutes of the Committee meeting of the Council of Professors and Heads of Computing held on **Monday 4 December 2017** at BCS, 5 Southampton Street, London WC2E 7HA

PRESENT

Carsten Maple (Chair)
Miltos Petridis
m.c. schraefel
(V) Alastair Irons
Sally Fincher

Ian Allison
Ian Wells
(v) Sally Smith
Rupert Ward
Anthony Cohn (UKCRC)

Edmund Robinson
Nick Savage
Ray Farmer
Keith Miller

IN ATTENDANCE (Secretariat)

Maxine Leslie (BCS)

APOLOGIES

Jim Yip (EPC)

1. APOLOGIES FOR ABSENCE

Apologies for absence were received as above.

2. MINUTES OF LAST MEETING (CPHC/2017/23)

The minutes of the last meeting held on Tuesday 31 October 2017 were accepted with two amendments:

Minute 1, Gender Issues (page 2, paragraph 1) to read 'Computing Science did not seem to have such a high attrition rate for females *starting at institutions* as other subjects such as chemistry...'

Minute 10 AOB (page 6): as the Napier report was not yet available this was amended to read 'Sally also undertook to post the report from the pilot study on the CPHC website *in due course*.'

3. MATTERS ARISING FROM PREVIOUS MINUTES

31 October 2017

Item 8.2 Matters Arising – Secretary's Report

Ian Allison suggested that the Secretary makes contact with SICSA about the Brexit survey so avoid duplication of effort and survey overload. **ACTION: Secretary**

4. CHAIR'S REPORT

As it had only been a few weeks since the last meeting, there were limited items on which to update Members:

REF 2021 – for which CPHC was a nominating body. At the last meeting, it had been agreed that CPHC would align with UKCRC. CPHC had received three nomination enquiries to which a reply will be sent and the nominations will be sent out to both CPHC and the UKCRC contacts to ensure there is no contradiction in approach. Tony Cohn reported that UKCRC had received a good number of nominations.

UKCRC AGM – the Chair had attended this meeting last week and reported that the Membership Panel, on which he represented CPHC, was now much more reactive having modified the application process. The application process was now streamlined without sacrificing rigour and it was hoped that a greater diversity in membership could be achieved. The UKCRC Membership Panel would welcome nominations which meet the criteria for membership from the CPHC Committee. Nominees are asked to provide a CV and expression of interest either to Carsten or to m.c. (as UKCRC Members on the CPHC Committee) or Tony Cohn (as UKCRC EC observer on CPHC).

CaSE renewal – the notice for 2018 has been received and Members agreed to its renewal.

Pictfor – had contacted the Chair about Degree Apprenticeships. If Members require any further information, they should let the Chair know. It was noted that the funding model in Scotland and Wales were each different to the England funding/levy system.

EPSRC – as Members are aware, representatives of EPSRC attended the last meeting. Sam Francis has taken over from Liam Blackwell and it was hoped that there would be more engagement from EPSRC in CPHC activities in the future. A workshop on diversity organised by Nigel Birch was planned for January 2018, which the Chair would attend.

Computing at School (CAS) – held a Board meeting with a number of changes to the membership taking place. A new CAS Wales group had been established in addition to the group already operating in Scotland. There was little clarity about the future when the Network of Excellence finishes, although a National Centre for Computing had been announced in the autumn Budget, it was unclear whether there would be a bridging solution during the official tender process.

5. PROGRAMME of WORK – Shadbolt Working Groups

The Chair reported that there had not been much progress since the last Committee meeting. Sally Smith stated that the feedback on the EPSRC inclusion bid was not expected until January 2018. Sally Fincher indicated that following the employability workshop at Friends House, Catalyst had rejected the funding bid and this was disappointing.

The original bid had been a proposed 3 year programme to address lower quartile HEI employability issues. There had been significant interest amongst HEIs with 22 having signed up at the taster day, many with VC support. One possible way

forward was to propose a less ambitious bid and engage industry (eg, Microsoft and Google) to contribute small amounts of funding. The Chair undertook to write to DfE and DCMS about the current state of play of post-Shadbolt workstreams.

ACTION: Chair

In addition, Edmund Robinson undertook to make introductions with industry contacts .

ACTION: S Fincher/E Robinson

Support could also be sought from non-tech companies and regional areas such as the North West and the North East. Keith Miller and Alastair Irons undertook to talk to their respective regional industrial contacts with the help of the brief.

ACTION: K Miller/A Irons

6. CPHC CONSTITUTION

Members RECEIVED and APPROVED the amended constitution. The Secretariat and Secretary undertook to check whether the Trustees would need to inform or seek the approval of the Charity Commission for the amendments.

The amended version would be considered at the next AGM in April 2018 and the Committee requested a cover paper be included to set out the rationale for the changes.

ACTION: Secretary/Secretariat

7. CPHC/BCS 2018 CONTRACT

Members approved the contract.

8. CPHC CONFERENCE 2018

Members discussed possible locations for the 2018 Conference. Possible venues were the University of Strathclyde and Newcastle University. Edmund Robinson and the Chair undertook to investigate these two possibilities. Iain Phillips had offered Loughborough University London as a possible venue, which could be a good option for the 2019 Conference when the rotating location returns to London.

ACTION: E Robinson/Chair

The Working Group undertook to look at priorities for themes for the Conference and the one day events including a session from the LDG. *[Post meeting note: the WG met following lunch to discuss these issues.]*

9. REGULAR REPORTS

9.1 Treasurer's Report [verbal]

Nothing to report.

9.2 Secretary's Report [verbal]

Keith Miller reported that following the request from Pictfor he had circulated a survey to the Membership for priorities and had received some helpful suggestions. The input would be reported back to Pictfor.

ACTION: Secretary/Chair

9.3 Learning Development Group Report [verbal]

Sally Fincher reported on two issues:

As was the case last year, CPHC would be supporting the January conference in Durham. The Conference offered opportunities to network and the LDG would look to host a pre-Conference session to talk about relevant issues.

Sally had received an email from David Duce following up on traffic on the mailing list about students going into teaching. Given that a number of departments now have experience of running this kind of module he suggested a one-day workshop on “computing in the classroom” activities as an opportunity to reflect on what people are doing, and inspiration for moving this agenda forward. Members discussed possible ways to incorporate this into the Conference and the Conference WG undertook to take these discussions further. **ACTION: Conference WG**

9.4 UKCRC Report

Nothing to report as there had not been an Executive Committee meeting since the last CPHC Committee meeting. Tony Cohn indicated that the UKCRC Constitution had been reviewed at the recent AGM following updates on the Membership Panel constitution and the organisation of elections.

9.5 BCS Academy Report [verbal]

Sally Fincher and Ray Farmer reported that there had been discussion about CAS, the EPSRC report on Equality & Diversity, Athena SWAN and membership of IPIP. James Davenport indicated that he was in discussion with BCS about including industry as well as academia in the scope of the Equality & Diversity agenda.

9.6 EPC Report [verbal]

Nothing to report.

9.7 Reports from Other Organisations and Activities

Pictfor – see item 4 Chair’s Report above. There was an event coming up, but there was a cost of £100 attached, so the benefit would need to be tangible. Miltos Petridis reported that he had attended an event about GDPR at which the ICO was in attendance and it had been interesting to see how unprepared organisations are. There was a lot of concern about GDPR, but warnings would be used before fines are issued and there were opt-in and opt-out areas.

The Chair emphasised that it would be important for Committee Members attending events to provide a short report in the future. **ACTION: Members**

SHoC – Ian Allison reported that funding had been awarded by the Scottish Funding Council for Cybersecurity Nexus which enables connectivity support. There had been much discussion about the budget announcement on PhDs, for which Scotland had been excluded. Another area of discussion had included additional skills where a partnership between HE and FE was being established to address the issue of missing skills within graduates. Funding was being made available through the trade body to build alliances between

academic departments and industry and build on CPD practices. Sally Fincher indicated that there was an industry fellow system in the US which she could share with Ian.

Welsh Section – Ian Wells reported that this was quiet at the moment. Vic Grout was chairing now and Ian would ask for an update.

Distinguished Dissertations/IE – nothing to report.

10. ANY OTHER BUSINESS

Athena SWAN processes – m.c. schraefel expressed concern that the process encouraged box ticking rather than fostering a culture shift. It was suggested that this could be the subject of a one day event to discuss barriers to promotion and unconscious exclusion. Sally Smith undertook to share the exclusion matters bid with the Committee which could help. If the bid is successful, these discussions could be taken further at future events. *[Post meeting note: this action is complete.]*

Date of July 2018 meeting – as there were no rooms available at BCS London on 2 July 2018, it was agreed that this meeting should be a virtual meeting (details to follow).

Outstanding Actions from Committee Meetings – 4 December 2017, 31 October 2017, 3 July 2017 & 15 May 2017

OUTSTANDING ACTIONS FROM COMMITTEE MEETING – 4 DECEMBER 2017				
MATTERS ARISING Item 8.2 Matters Arising – Secretary's Report	3	Make contact with SICSA about the Brexit survey so avoid duplication of effort and survey overload	Secretary	On-going
PROGRAMME OF WORK – Shadbolt WGs	5	Write to DfE and DCMS about the current state of play of post-Shadbolt workstreams	Chair	On-going
		Distribute a short brief/list of supporters provided by Sally Fincher to specific contacts	E Robinson/S Fincher	On-going
		Talk to NW/NE regional industrial contacts with the help of the brief	K Miller/A Irons	On-going
CPHC CONSTITUTION	6	Check whether the Trustees would need to inform or seek the approval of the Charity Commission for the amendments and include in papers for AGM in April 2018 with a cover paper setting out the rationale for the changes	Secretariat/ Secretary	On-going
CPHC CONFERENCE 2018	8	Investigate possible venues – Strathclyde/ Newcastle	E Robinson/ Chair	On-going
REGULAR REPORTS – Secretary's Report	9.2	Report to Pictfor on Members' response to survey	Secretary/Chair	Complete
LDG Report	9.3	Consider including a session to showcase computing in classroom work at the Conference	Conference WG	On-going
Other organisations - Pictfor	9.7	Provide a short report for Committee when attending events on CPHC's behalf	Members	On-going
OUTSTANDING ACTIONS FROM COMMITTEE MEETING – 31 OCTOBER 2017				
CPHC-UKCRC COLLABORATIVE WORKING	1	Discuss running a joint UKCRC/CPHC workshop to engage future leaders	CPHC/UKCRC Chairs	On-going
VISION AND ACTION PLAN for website	8	Review this document for Members' further consideration at the next meeting	Chair/ Secretariat	On-going

OUTSTANDING ACTIONS FROM COMMITTEE MEETING – 3 JULY 2017				
MATTERS ARISING 15 May 2017 Matters Arising	3	Consider a possible agenda, engage with the Membership about possible items/themes and investigate possible venues	Conference WG	On-going
CHAIR'S REPORT One-day events	4	Communicate by email to propose to the Executive Officers the budget required for each	Members	On-going
REGULAR REPORTS Secretary's Report	8.2	Distribute a list of all CPHC Members institutions with phone numbers/emails for Committee Members to contact with the survey	Secretariat	On-going
OUTSTANDING ACTIONS FROM COMMITTEE MEETING – 15 MAY 2017				
MATTERS ARISING	3	Contact colleagues in Northern Ireland to check if they feel sufficiently connected with CPHC activities and if not, to consider how to pro-actively engage them in the future	Chair	On-going

FUTURE MEETINGS

All located at BCS Offices, London and commencing at 11.00am, unless otherwise stated

COMMITTEE MEETINGS 2018

Monday 5 February 2018

***Tuesday 5 June 2018 – at 1.00pm**

Monday 2 July 2018 (VIRTUAL MEETING)

Monday 1 October 2018

Monday 3 December 2018

CPHC CONFERENCE 2018

Monday 23 and Tuesday 24 April 2018 (venue TBC)

*To be co-located with UKCRC Executive Committee