

Minutes of the 62<sup>nd</sup> meeting of the UK Computing Research Executive Committee on Tuesday 7 March 2023 at 11:00, held online

**PRESENT**

Kevin Jones (Chair)	Andy Gordon	Michael Fisher
David De Roure	Amir Hussain	Jie Xu

**BY INVITATION**

Rob Aspin (CPHC)	*Nadia Berthouze (Membership Panel Chair)	Rachel Lamb (EPSRC)
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**IN ATTENDANCE**

Maxine Leslie (BCS)

**APOLOGIES**

Julie McCann	Simon Dobson	David Hutchison
Michelle Busson (IET)	Julia Adamson (BCS)	Alastair Irons (BCS Academy)

*\*Joined for part of meeting only*

**1. WELCOME AND APOLOGIES FOR ABSENCE**

The Chair welcomed Executive Committee members to the meeting and apologies were received as above.

**2. MINUTES OF THE LAST MEETING – Tuesday 25 October 2022 [UKCRC/2022/17]**

The minutes of the last meeting held on Tuesday 25 October 2022 were APPROVED and are now ready for transfer to the UKCRC website. *[Post meeting note: action complete]*

**3. MATTERS ARISING FROM THE MINUTES**

**UKCRCEC meeting held on 25 October 2022**

Matters arising, item 3: RS Sectional Committee – the RS0 nominations Working Group meeting has been scheduled and the group is on target to make recommendations to Samson Abramsk, Chair of the [SC0 Sectional Committee](#) by the deadline date for 2023.

Matters arising, item 8: REF results – it was noted that none of the Exec had expressed an interest so far in meeting with EPSRC to discuss REF results. Although this was felt to be worthwhile, there is a resource issue currently at EPSRC, meaning that some areas of activity are being paused. The action is to be kept open until the summer by which time this issue should have been resolved.

Reports: International matters, item 7.2 – in relation to UKCRC having a presence at the Informatics Europe ECSS event in Edinburgh in October, it was suggested that the October UKCRC Exec meeting be co-located at the University of Edinburgh. M Leslie undertook to follow up with Jane Hillston to check whether this would be possible. *[Post meeting note: action complete]*

Members agreed that it was important to work to improve the visibility of UKCRC, especially within government and members were asked to provide any points of contact which might help in achieving this.

**ACTION: Members**

#### **4. CHAIR'S REPORT [K Jones – verbal]**

R Lamb reported that the EPSRC ICT Team is currently having a lot of issues getting sufficient reviews for grants within expected SLAs, and would like to flag to the broader membership that if potential reviewers are unable to do a review in the timescale given, there is always the opportunity to extend. It would help tremendously if time-pressed reviewers can advise up front if they are unable to provide a review, so that EPSRC can make other arrangements. It was noted that EPSRC staff do genuinely appreciate the time and energy that it takes to write a review, and recognise the importance of these reviews to the community. UKCRC contacts undertook to provide text for this message to be sent to members via the secretariat. *[Post meeting note: action complete]*

The Chair updated the Exec on his involvement with the BCS Rewards and Recognition Task & Finish Group which also included representation from CPHC (Rob Aspin) and BCS Academy (Alastair Irons). The main aim of the Group was to repolish the awards to be more appreciated. For the Lovelace Medal, this has resulted in the establishment of two separate strands: research (relating more to UKCRC) and education (relating more to BCS and CPHC) with the aim of recognising outstanding contributions in both aspects of the discipline. It is further hoped that the new nominations process will encourage more suitable applications. Exec members were asked to look out for the call for nominations which would be published shortly. It was also noted that other awards are under review and further news on this will follow soon.

Membership Panel elections are about to be held. There are three positions open for election to serve for a 3-year term, one of which has been created by J McCann's election to the Executive Committee. Both N Berthouze and Phil Trinder have completed their first term of office and are eligible for re-election for a second term.

Following the end of Chris Johnson's second term of office last November, there is a vacant role for a consultations and submissions representative. Exec members were asked to consider volunteering for this role, which will be more of a co-ordinating/overseeing role than previously. M Leslie undertook to circulate a call to the Exec for volunteers indicating that C Johnson has indicated his willingness to mentor a new representative.

**ACTION: M Leslie/Members**

#### **5. CONSULTATIONS & SUBMISSIONS [TBA]**

As the role of Consultations and Submissions co-ordinator on the Executive Committee is yet to be appointed, there was no report. It was noted that some responses have been made independently but these have not been co-ordinated at UKCRC level.

#### **6. RESEARCH FUNDING AND POLICY**

**6.1 EPSRC Update [R Lamb] (UKCRC/2023/02)** – RECEIVED and NOTED the report. There are two new members of staff in Ben Scott and Laura McDonnell, but R Lamb advised members to email the general mailbox until precise responsibilities are determined.

#### **7. REPORTS**

**7.1 Membership panel [N Berthouze]** – N Berthouze reported that one new member has been approved and there is still a very small amount of activity. Members were asked to

continue to look for possible nominees (on-going action from previous meetings). It was noted that the action to update the membership criteria on the website is now complete.

**7.2 International Matters inc Informatics Europe [J Xu]** – J Xu reported that he had not attended the ECSS in 2022, but was still monitoring activities. The research activities have been quiet since Christmas but the European Higher Education portal is now live. One idea to keep contact with IE would be to hold the October Exec Committee meeting in Edinburgh at the same time as the ECSS to be held 23-25 October. M Leslie undertook to liaise with Jane Hillston on this possible change in venue. *[Post meeting note: action complete (see next meeting below)]*

K Jones noted that a number of the Europe meetings are now face-to-face again and queried how UKCRC could ensure its involvement if there is no budget. Previously Exec Committee members have been able to engage with IE through their institutions. It would be of interest to hear about significant meetings. M Leslie undertook to check with Julia Adamson if there is scope for including a budget for international travel for UKCRC. *[Post meeting note: The situation is that there is no budget for this in the current FY (up to 31 Aug); however it could be considered for future years if a business case can be made to be reviewed in the round alongside the rest of the HE stream]*

**7.3 CPHC [R Aspin]** – A Hussain informed members that to his knowledge there was nothing to report.

**7.4 BCS Academy [A Irons] (UKCRCEC2023/03)** – RECEIVED and NOTED the report.

**7.5 IET [TBA]** – there was a gap in representation following Ahmed Kotb's departure from the IET. The Chair undertook to follow this up with the President, CEO or a senior member of staff at the IET, to underline the profile of UKCRC. *[Post meeting note: action complete as K Jones met Alex Taylor, IET Head of Strategic Engagement on 13 April 2023]*

## **8. ANY OTHER BUSINESS**

Mentoring scheme: A Gordon informed members that the work on setting up a mentoring scheme for CS academics had been continuing with Alastair Irons and Alan Hayes (Bath); however this work has now stalled due to time pressures. It is hoped that this will resume soon. The Chair thanked A Gordon for all he has done so far in this area.

## **9. Date of next and future meetings**

The next meeting will be held at BCS London on Monday 26 June 2023 from 11:00 (changed from the original date of 27 June) followed by a networking lunch with CPHC and BCS Academy Board members. Further dates are below.

### **COMMITTEE MEETING**

Tuesday 24 October 2023 (11:00-13:00) – University of Edinburgh, 10 Crichton Street, Edinburgh, EH8 9AB, co-located with the Informatics Europe [European Computer Science Summit](#).

### **AGM**

Friday 1 December 2023 (14:00-15:00) – Online

**UKCRC EXECUTIVE COMMITTEE**  
**SUMMARY OF ACTIONS TAKEN AT MEETINGS 2022-3**

Outstanding Actions in Red

No.	Item	Item No.	Decision/Action	Responsibility	Complete
<b>UKCRC Executive Committee Meeting ACTIONS from 7 March 2023</b>					
3	<b>MATTERS ARISING: International matters</b>	7.2	Provide any points of contact which might help to improve the visibility of UKCRC, especially in government	Members	On-going
4	<b>CHAIR'S REPORT</b>		Consider volunteering for the role of consultations & submissions rep, which will be more of a co-ordinating/overseeing than previously was the case; call to be circulated	Members/ M Leslie	On-going
<b>UKCRC Executive Committee Meeting ACTIONS from 25 October 2022</b>					
3	<b>REF results</b>	8	Contact Secretariat if interested in meeting with EPSRC to discuss REF results	Members	On-going
	<b>Strategy day</b>	10	Arrange Strategy day for all of Exec and invited parties	M Leslie/K Jones	On-going
<b>UKCRC Executive Committee Meeting ACTIONS from 7 June 2022</b>					
4	<b>CHAIR'S REPORT</b>		Send KJ names of anyone who may be able to contribute to visibility of UKCRC	Exec members	On-going
7	<b>REPORTS</b>	7.1	Exec to think about potential members and communicate names to N Berthouze	Exec members	On-going
<b>UKCRC Executive Committee Meeting ACTIONS from 8 March 2022</b>					
4	<b>CHAIR'S REPORT</b>		Email to be sent to members inviting them to be involved with work on vision statement. To be sent in conjunction with skills list	K Jones / Secretariat	On-going