

Board Meeting

Monday, May 6th 2002, at 13:00
Electrocity A, 2nd floor, OK (Software Development Centre)

Minutes

Present:

Ralph-Johan Back, Prof., Chairman
Tarmo Hahto, Managing Director
Jouni Isoaho, Prof. (4-9)
Juhani Karhumäki, Prof.
Sébastien Lafond, Ph.D. Student
Tapio Salakoski, Prof.
Reima Suomi, Prof., Vice-Chairman (2-9)

Mats Aspnäs, Coordinator, Presenting Officer
Timo Järvi, Prof., Director, Presenting Officer
Kaisa Sere, Prof., Vice-Director

Administrative Officer Ulrika Gustafsson, Presenting Officer (financial affairs),
secretary of the meeting
Administrative Officer Pia Mickelsson

1. Validity of the meeting and presence of a quorum

The notice of a board meeting has to be sent three weekdays before the meeting takes place. The meeting must be valid and the members present have to constitute a quorum. The meeting constitutes a quorum when the chairman and at least five members of the board are present.

The notice of this board meeting was sent on Tuesday, April 30th 2002.

Proposal: The validity of the meeting and presence of a quorum will be recorded.

Decision: According to proposal.

2. Additional items

The agenda of possible additional items will be handed out in the beginning of the meeting.

Proposal: Possible additional items will be presented.

Decision: No additional items were presented.

3. Principles for selecting Ph.D. students to TUCS (Järvi)

This item was left on the table at the previous board meeting.

In the last selection of Ph.D. students it was noticed that teachers at TUCS had different ideas about the principles of the selection. From the very beginning the following principles were set:

1. Universities and departments have no quotas.
2. The students are selected according to their objective ranking.
3. The students are selected to research groups and each student is assigned a supervisor. A student for whom TUCS cannot assign a supervisor is not selected.
4. The students are selected to the following categories:
 - a. TUCS salary/grant
 - b. TUCS guarantee (i.e. the student gets salary/grant from a project or department, but in the case that this funding stops TUCS will continue the employment).
 - c. TUCS status (i.e. TUCS will under no circumstances pay the salary/grant).

Sometimes students might be selected to the last two categories using slightly lighter criteria. Finnish students in category *a* are given salaries.

At the last board meeting the need for additional principles was discussed. According to the discussion following additional principles are introduced:

5. A student is selected to a laboratory and a supervisor from the laboratory is assigned for the student. A student for whom TUCS cannot assign a supervisor is not selected.
6. The student is enrolled in the same university as the supervisor.
7. The student can have other supervisors.
8. Student's preference of laboratory should be honored.

This means that the laboratories should state the universities of the possible supervisors or research tracks on their web pages, and that the applicant should give his/her preferences about the research tracks. The GS application procedure web pages should be changed accordingly.

Proposal in the previous meeting: The principles 1-2 and 4-8 above will be used in TUCS Ph.D. student selection.

New report: According to the discussion in the previous meeting and some discussions thereafter I suggest that the principles are divided into two groups, viz. public which will guide the Ph.D. student acceptance process and internal which will give guidelines for development of TUCS.

Proposal: The following public principles will be used in TUCS when accepting Ph.D. students:

1. The students are selected by the board based on their ranking defined by the Graduate School Committee. Universities and departments have no quotas.
2. A student is selected to a laboratory or research group and a primary supervisor from the laboratory (or group) is assigned for the student. A student for whom TUCS cannot assign a supervisor is not considered.
3. The student is enrolled in the same university as the primary supervisor.
4. The student can have other supervisors.

These internal principles are followed in Ph.D. student affairs:

5. The students are selected to the following categories:
 - a. TUCS salary/grant
 - b. TUCS guarantee (i.e. the student gets salary/grant from a project or department, but in the case that this funding stops TUCS will continue the employment).
 - c. TUCS status (i.e. TUCS has no obligation to pay the salary/grant).
6. A researcher should not be the primary supervisor for more than 6 Ph.D. students at a time.
7. Over a longer time period the relation of TUCS paid students and outside paid (i.e. project or other funding) students in different laboratories should be equal.
8. The student's preference of laboratory should be honored.

Decision: According to proposal except from one change. Point 7 is changed to: Over a longer time period the relation of TUCS paid students and outside paid (external project funding) students should be roughly equal in the different laboratories. Also the publication results of the laboratory as shown in the TUCS data base can be taken into account.

4. Postdoctoral applications (Järvi)

TUCS has received five postdoctoral applications. The applicants are listed below. The new procedure of sending the applications to all directors of the laboratories does not work well, since the TUCS office has received only one written comment and one conversation about the applicants.

- Imed Ben Dhaou, Ph.D. KTH, June 2002?
- Bin Han, Ph.D. Zhejiang Uni, Spring 2002?
- Tero Laihonon, Ph.D. Utu, 1998

- Jose M Peña, Ph.D. Uni of the Basque Country, Dec 2001
- Kanchan Phadwal, Ph.D. Botany?

The applications are in appendix 1/05/02. Prof. Isoaho has sent a statement about applicant Dhaou (appendix 2/05/02).

Ulrika Gustafsson has given information about current status of TUCS post docs (appendix 3/05/02).

Appendix: 1-3/05/02 (Appendix 1/05/02 will be sent to you before the board meeting)

Proposal: Dhao (host Isoaho) will be given a post doc grant for one year after he has received his Ph.D. degree. Phadwal's application will be rejected as he does not have the degree in a relevant field. Other applications will be left on the table to get more information for the decision.

Decision: According to proposal.

5. International Master's program, current situation (Gustafsson)

The original deadline for applications to the International Master's Program at TUCS was set to April 15th, 2002. TUCS received a total of 16 applications (maximum quota = 35 students). The department heads discussed the matter and in order to get more applications they suggested to change the deadline date to May 15th, 2002.

An e-mail was sent to all TUCS Ph.D. students, asking them to forward information about the program to their home universities.

Proposal: The deadline for applications to the International Master's Program is changed to May 15th, 2002.

Decision: According to proposal.

6. International Master's Program, planning group (Aspnäs)

When processing the International Master's Program applications, the international departments at each university are first asked to give a statement concerning the general qualification (B.Sc. degree, language requirements etc.) of each applicant. Hereafter the TUCS International Master's Program workgroup processes the applications and gives a proposal of accepted students to the faculties.

The TUCS International Master's Program workgroup should be extended so that all participating programs are represented in the group. The International Master's Program workgroup currently has the following members: Tapio

Salakoski, TY IT (Chairman), Patrick Sibelius, ÅA IB, Jukka Teuhola, TY IT and TUCS administrative officer (secretary).

Proposal: The following persons are selected to the TUCS Master's Program workgroup:

Tapio Salakoski, TY IT (Chairman)
Patrick Sibelius, ÅA IB
Jukka Teuhola, TY IT
Markus Granlund, TuKKK TJT
Jarkko Kari, TY Mat
Franck Tetard, ÅA IS
Administrative Officer Pia Mickelsson, TUCS (secretary)

Decision: According to proposal.

7. Study Reports (Aspnäs)

The TUCS Graduate School Committee (members: Barbro Back, Jouni Isoaho, Chairman Juhani Karhumäki, Olli Nevalainen, Hannu Salmela and Joakim von Wright) proposes continuation of TUCS status and financing for the TUCS Ph.D. students according to the appendix 4/05/02.

The students will be informed about the continuation or termination of their financing/student status by letter. These decisions will take effect in the beginning of the next academic year, September 1st 2002.

Appendix: 4/05/02

Proposal: The TUCS board approves the proposal of the TUCS Graduate School committee for continuation of TUCS status and financing for the TUCS Ph.D. students according to the appendix 4/05/02.

Decision: According to proposal except from the following changes in appendix 4/05/02: the exact starting date for each student, the exact time period that a student has been active at TUCS, and decisions about those students for whom the Graduate School Committee did not give a proposal where added to the appendix. Appendix 4b/05/02 includes the changes. The board also decided that the maximum period of TUCS funding for a student with a bachelor's degree is 5 years.

TUCS director Timo Järvi was not present during the handling of item 1 in the Study Report appendix 4/05/02. Ph.D. student Sébastien Lafond was not present during the handling of item 7. Study Reports.

8. Discussion Items

8.1 Software Development Centre (Sunell)

Software Development Centre presents its report from the first quarter.
Evaluation of performance and suggestions to be discussed.

Appendix: 5/05/02

9. Announcements

9.1 Announcements by the director and the coordinator

Appendix: 6/05/02

9.2 Minutes of the TUCS board meeting of April 8th 2002

Appendix: 7/05/02

Turku, May 14th , 2002

Ralph-Johan Back
Chairman of the board

Timo Järvi
Director

Mats Aspñäs
Coordinator

Ulrika Gustafsson
Administrative Officer