

Board meeting

Monday, March 14, 2005, at 13.00
DataCity A, 2nd floor, TY Neuvotteluhuone 3

Items of the agenda

1. Validity of the meeting and presence of a quorum
2. Additional items
3. Closing of TUCS accounts 2004 (Donner)
4. Permission to conduct research abroad (Donner)
5. New research laboratory (Järvi)
6. New laboratory leader (Järvi)
7. Extended funding for Irina Georgescu (Gustafsson)
8. Joining Digital Video Broadcasting (DVB) (Järvi)
9. Discussion item: TUCS Students' presence (Järvi)
10. Discussion item: Guarantee time for doctoral students with a position at a department (Gustafsson)
11. Discussion item: Interviews as a complement to the application procedure (Gustafsson)
12. Announcements
 - 12.1 Minutes of TUCS board meeting of January 28, 2005
 - 12.2 The seminar "Tohtorikoulutuksen kehittäminen"

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Present:

Members of the board

Ralph-Johan Back, Prof., Chair
Christer Carlsson, Prof. (left during item 9)
Jouni Isoaho, Prof.
Juhani Karhumäki, Prof. (arrived during item 3)
Jan Westerholm, Prof., Vice-Director (left during item 10)
Reima Suomi, Prof., Vice-Chair
Paula Steinby, Ph.D. Student

TUCS staff:

Timo Järvi, Prof., Director, Presenting Officer
Mats Aspнас, Coordinator, Presenting Officer
Christel Donner, Administrative Officer, Presenting Officer, Secretary of the meeting
Ulrika Gustafsson, Administrative Officer, Presenting Officer

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 March 9, 2005.

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. Closing of TUCS accounts 2004 (Donner)

For year 2004 TUCS accounts show a surplus of 356.604 EUR. From the total surplus 63.577 EUR is reserved for salaries for Ph.D. students and 9.380 EUR for post doctoral researcher salaries. The rest, 283.647 EUR, can be used without any special restrictions.

Appendices: [1a/02/05](#) TUCS Budget Summary 1.1-31.12.2004
 [1b/02/05](#) Account Balances 31.12.2004

Proposal: The Board approves the closing of TUCS accounts for the year 2004.

Decision: According to proposal.

4. Permission to conduct research abroad (Donner)

Finnish doctoral students can apply for permission to conduct their research in another location than Turku (e.g. abroad), and still get a salary from TUCS during the period in question. A decision concerning stays for a maximum of one semester can be made by TUCS director. If the stay is planned to be longer than one semester, the decision is made by the Board.

Ph.D. student Kim Solin is applying for permission to conduct research for one academic year (October 2005 – July 2006) at the Institut für Informatik, University of Augsburg, Germany. Solin has been invited as visiting scholar by Prof. Dr. Bernhard Möller. There is no salary associated with this position, only a small grant offered by the Erasmus programme, and therefore, Solin hopes to retain his TUCS salary during the stay.

Solin started at TUCS Graduate School in February 2003 and he has received project funding, paid by the department of Computer Science, until September 2004. After this, he has received TUCS salary.

Appendix: [2/02/05](#) Solin's application and the invitation letter

Proposal: TUCS Board gives its permission to Ph.D. student Kim Solin to conduct research in Germany during the period of October 1st, 2005 – July 31st, 2006. Solin will receive TUCS salary during the period in question.

Decision: According to proposal.

5. New research laboratory (Järvi)

Dr Ion Petre (Computer Science / ÅA) has made a proposal for *Computational Biomodelling Laboratory* (appendix 3/02/05). The leader of the laboratory would be Dr. Ion Petre.

The laboratory would concentrate on modelling and understanding cellular processes and make computations about them. As stated in the proposal there are strong connections between the new laboratory and the following present laboratories: Biomathematics, Bioinformatics, Algorithmic, and Discrete Mathematics. Forming of a new research centre or group around these laboratories should be considered.

Appendix: [3/02/05](#) Proposal for Computational Biomodelling Laboratory

Proposal: TUCS will start Computation Biomodelling Laboratory. The leader of the laboratory is Ion Petre.

Decision: According to proposal.

6. New laboratory leader (Järvi)

Professor Mats Gyllenberg has moved to University of Helsinki on August 1st, 2004. The Department of Mathematics proposes that Professor Timo Leipälä will be the new leader of the Biomathematics laboratory.

Proposal: Prof. Timo Leipälä will be named as the leader of the Biomathematics laboratory.

Decision: According to proposal.

7. Extended funding for Irina Georgescu (Gustafsson)

At the board meeting on June 16th 2004, the board decided that TUCS would pay grant to doctoral student Irina Georgescu during the period 1.9.2004-31.5.2005. By the end of May 2005, Georgescu has received a grant from TUCS during four years. Since Georgescu hasn't graduated yet, but plans to do so during this summer or by the latest in the autumn 2005, she has applied for extended funding (appendix 4/02/05) for the period 1.6.2005-31.10.2005 (or until she graduates, if earlier).

Appendix: [4/02/05](#) Georgescu's application

Proposal: TUCS will pay grant to Irina Georgescu for the period 1.6.2005-31.10.2005 or until she graduates, if earlier.

Decision: Doctoral student Irina Georgescu will receive TUCS grant for the period 1.6.2005 – 31.8.2005.

8. Joining Digital Video Broadcasting (DVB) (Järvi)

Within Digital Video researchers in TUCS there rose an idea to join DVB (appendices 5a-c/02/05) about a year ago. The problem has been to find the correct juridical person to join and also the money, because the fee is 10 k€/year. Finally, it seems to be correct that TUCS joins it, so researchers in three universities will have access to the material. In the discussions I have come to a solution where TUCS shall pay the membership fee for the first year, but in the future it is the duty of Embedded Systems Laboratory and Communication Systems Laboratory to pay the fee (50% – 50%).

Appendices: [5a/02/05](#) DVB-membership application
[5b/02/05](#) DVB-membership
[5c/02/05](#) The Statutes of the DVB Project

Proposal: TUCS will join DVB and pay the first year membership fee. In the future the Embedded Systems Laboratory and the Communication Systems Laboratory will pay the yearly membership fee (50 – 50) or otherwise TUCS will resign the membership.

Decision: According to proposal.

9. Discussion item: TUCS Students' presence (Järvi)

There is some obscurity about where TUCS student should work.

In principle, TUCS Ph.D. students (salary) should follow normal office working hours, i.e. 7 h 15 min per day (preferably from 8:00 to 16:15). Often a more flexible weekly

working time of 36 h 15 min is applied because the Ph.D. students are attending lectures and seminars also outside the office hours and because they are working for their own merit and the total weekly working time limit is exceeded. Most of the work should normally be done in the office, laboratory, or library. Distance work is not formally supported by the statutes although it has some benefits. At least there should be a formal agreement about the minimum time worked in the laboratory.

TUCS board has earlier agreed that salary Ph.D. students should mainly work in the premises of the universities, because working mainly at home does not support the atmosphere of a research centre. So a student takes advantage of TUCS, but is not giving anything in return.

Naturally, the same applies also to guarantee and status students, but in these cases, TUCS is not the employer.

Those getting TUCS grant are working on their own scientific goals. So TUCS cannot directly apply the same statutes to them. TUCS naturally hope that they would follow the same principles.

Perhaps a positive presence in TUCS will be one of the criteria for study report evaluation in the future.

The board discusses about where and when the students should work. If in the discussion it is found that additional rules are needed, a proposal will be presented in next meeting.

Conclusion: The Board emphasized, that the basic principle is that the students should work in the premises of TUCS; thereby they are also contributing to the TUCS research environment. A student strengthens a research group best if he/she works in close co-operation with other members of the group. Permission to work at a distance has to be applied for and can, in some cases, be admitted for a limited time.

10. Discussion item: Guarantee time for doctoral students with a position at a department (Gustafsson)

The current TUCS Guarantee limit is four years. There has been some discussion about whether the students with a position at a department and the students working within projects should have the same guarantee time as the full time doctoral students getting their salary or grant from TUCS.

Since a student with a position at a department has other obligations than conducting doctoral studies, they shouldn't be required to finish their doctoral studies in the same time as the full time students. One suggestion is, for example, to calculate that a TUCS student during his/her work as an assistant at a department uses 2/3 of his/her working time to conduct doctoral studies. This means that a student working 12 months as an assistant would be considered to use 8 months of his/her guarantee time. Should the guarantee time be extended? For whom? Should the status time of max eight years remain?

When accepting students who have already started (and progressed in) their doctoral studies, TUCS automatically gives a guarantee of four years. Should the amount of work done before being admitted to TUCS be considered, and a shorter guarantee time applied? This would especially concern applicants who have been assistants or researchers before being accepted to TUCS Graduate School.

Conclusion: There is no need to change the current principles; the maximum time of having TUCS Guarantee will remain four years.

11. Discussion item: Interviews as a complement to the application procedure (Gustafsson)

At the board meeting on January 28th 2005, the possibility to complement the Graduate School application procedure with interviews was briefly discussed. Interviews could be used as a tool to assess whether the applicant would fit in a certain research laboratory or not. For the interviews to be of use, they should be carried out by the possible supervisor during 31.5-3.6 (after the Graduate School Committee meeting) and a short statement should be sent to the director by Monday, June 6th.

Should the possibility for the intended supervisors to interview the applicants by phone be added as a complement to this year's application round?

Conclusion: TUCS Office will send the applicants contact information to the possible supervisors. The Board recommends that the supervisors contacts especially applicants not known before, to ensure that he or she fits in the research profile of the laboratory.

12. Announcements

12.1 Minutes of TUCS board meeting of January 28, 2005

12.2 The seminar "Tohtorikoulutuksen kehittäminen"

Mats Aspnäs attended the seminar "Tohtorikoulutuksen kehittäminen" on February 18th, 2005. The seminar was organized by the Ministry of Education (tutkijankoulutuksen kehittämisryhmä). All graduate schools in Finland were invited to the seminar and the number of participants was about 120. The aim of the seminar was to discuss current topics related to the development of the graduate school system and the quality of doctoral education. In appendix 5/02/05 is a memorandum entitled "Hyvien käytäntöjen edistäminen tohtorikoulutuksessa", which was sent to the participants, and which formed a base for the discussion. The organizers will make a summary of the discussion available on the web.

Appendix: 6/02/05 The memorandum "Hyvien käytäntöjen edistäminen tohtorikoulutuksessa"

Turku, March 17th, 2005

Ralph-Johan Back
Chairman of the Board

Timo Järvi
Director

Christel Donner
Administrative Officer

Ulrika Gustafsson
Administrative Officer