

Board meeting

Monday, November 28, 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. Administrative positions at TUCS (Salakoski)
4. Decision about the continuation of financing for four GS-students (Lehtikari)
5. Mentor programme (Tenhunen, Salakoski)
6. Hiring personnel for project planning and management (Salakoski)
7. The Graduate School application for the Ministry of Education (Tenhunen, Salakoski)
8. Dates for the upcoming meetings (Lehtikari)
 - 8.1 Discussion item: TUCS Directorship
9. Announcements
 - 9.1 Report on the TUCS result negotiations (Tenhunen, Salakoski)
 - 9.2 Minutes of the TUCS board meeting of September 19, 2005
 - 9.3 Changes in TUCS staff
 - 9.4 Positions at the Department of Mathematics

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Members present:

Ralph-Johan Back, Prof., Chair
Christer Carlsson, Prof.
Jouni Isoaho, Prof.
Juhani Karhumäki, Prof.
Markku Nurminen, Prof.
Jan Westerholm, Prof.,
Reima Suomi, Prof., Vice-Chair
Eugen Czeizler, Ph.D. Student

TUCS staff:

Hannu Tenhunen, Prof., Director, Presenting Officer
Tapio Salakoski, Prof., Vice Director, Presenting Officer
Christel Donner, Administrative Officer, Presenting Officer
Venja Lehtikari, Administrative Officer, Secretary of the meeting

Department heads:

Ari Paasio, Prof. (no right to vote)

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 November 23, 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: The items 8.1, 9.3 and 9.4 were added to the agenda.

3. Administrative positions at TUCS (Salakoski)

TUCS has had three permanent positions: two administrative officers and an office secretary, since April 1st, 2000. In addition, an information secretary has been employed on one year employment contracts since January 2000. In addition, TUCS has had one or two laboratory engineers working part time (full time during the summers).

TUCS is currently planning its future and implementing the strategy approved by the board in September 2005. The decisions made can imply organizational restructuring, and the need for administrative personnel will be rethought. Although we consider the position of the office secretary necessary, Åbo Akademi University has not given the permission to fill the vacancy of the permanent position. The position of the Information Secretary has previously been considered necessary as well, thus it should be decided how to go about that position. At the moment Åbo Akademi University prefers a permanent employment contract for the current position holder.

Proposal: The position of the Office Secretary will be filled with a temporary contract of six months.

Decision: According to proposal. In addition, the Information Secretary will be hired on a permanent employment contract starting January 1st 2006, provided that an agreement is reached concerning office hours and working duties, so that the Information Secretary also can carry out the duties of an office secretary.

4. Decision about the continuation of financing for four GS-students (Lehtikari)

Six of TUCS Graduate School students have completed at least their four years at the TUCS Graduate School. It was decided on the board meeting of 25.04.2005 that at the end of the year a new decision should be made concerning the possible continuation of the TUCS funding for these students. Two of the students, Paula Steinby and Anna Sell do not need the decision, since Steinby do not need a prolongation of the TUCS funding and Sell is going to be on maternity leave. The following students have applied for further financing: Filip Ginter (has studied 4y4m by the end of 2005 and applies for 3 months continuation), Ville Harkke (4y4m, 3m), Chihab Ben Moussa (4y3m, 6m) and Tomi Westerlund (4y4m, 8m).

Proposal: All of the four students will get a prolongation of three months of the TUCS funding.

Appendix: Applications of the students will be handed out at the meeting.

Decision: Filip Ginter, Ville Harkke and Tomi Westerlund will get an extension of three months and Chihab Ben Moussa will get an extension of four months. This way all of the students will get TUCS financing in total for 4 years and 7 months.

5. Mentor programme (Tenhunen, Salakoski)

For TUCS Graduate Students a mentor program will be introduced where each student has a mentor from industry or public sector (not universities) with scheduled meeting and tutoring schemes. Depending on specific research content these mentors can be located in Finland or abroad. During 2006-2007 the system will be experimented on

voluntary basis and deployed in full scale from 2008 forward, if the board decides that it has had a value-added.

Proposal: A mentor programme will be piloted during 2006-2007.

Decision: According to proposal.

6. Hiring personnel for project planning and management (Salakoski)

According to the newly approved strategy, TUCS will take a bigger role in creating research projects and, subsequently, managing them. To fulfill these duties, a number of project managers will be hired to TUCS. Since the discussions on how to profile TUCS as a research centre are still ongoing, project managers can not be hired according to specific thematic profiles. Instead, these people should be involved in implementing the strategy process, so that a satisfactory outcome would indeed be reached during the spring 2006. Therefore, it is suggested that TUCS would open two half-time or full-time preferably doctoral-level project manager positions. One position will be more focused on basic research and scientific fundamentals of ICT, and the other on applied research and engineering aspects of ICT. Moreover and most importantly, a joint responsibility for the two project managers will be to integrate the future activities in TUCS based on existing strengths and current trends.

Proposal: TUCS will open two full-time or four half-time preferably doctoral-level project manager positions for a period 1.1.2006-31.12.2006.

Decision: TUCS will open two to four half-time/full-time preferably doctoral-level positions for a period of one year for the focus areas selected by the Board by the 1st quarter of 2006.

7. The Graduate School application for the Ministry of Education (Tenhunen, Salakoski)

The Ministry of Education has initiated an application procedure (University deadline 8.12.2005) to apply for new graduate school positions. Below is given the plan of action for the application.

TUCS has had 15 positions for the period 2002-2005 and will have the same 15 positions for the period 2006-2009. In addition we have 13 positions for the period 2003-2006 and we will apply for 25 new positions for the period 2007-2011.

Proposal: The board approves the application. Some corrections may be left for the chairman and the director to approve.

Appendices: [01/08/05](#) The application
[02/08/05](#) Network of Finnish Graduate Schools of Computer Science

Decision: According to proposal.

8. Dates for the upcoming meetings (Lehtikari)

Dates for the upcoming board meetings should be decided.

Proposal: The board meetings will be held on 6th of February, 20th of March, 24th of April and 12th of June, 2006. The meetings will start at 13.00.

Decision: The board meetings will be held on 30th of January, 20th of March, 24th of April and 12th of June, 2006. The meetings will start at 13.00

8.1 Discussion item: TUCS Directorship

The Chairman of TUCS Board expressed his concern regarding the activities of TUCS Director during fall 2005. The arrangements concerning TUCS Directorship will be further discussed in an informal working group meeting on December 19th, 2005, and further action will be taken accordingly.

9. Announcement

9.1 Report on the TUCS result negotiations (Tenhunen, Salakoski)

TUCS result negotiations

Strategy

- got a very positive feedback: the strategy is good and well planned
- more collaboration with EU-actors, TUCS will be developed to a strong research centre and have responsibility for projects
- globalization and internationalization, especially towards Stockholm

Education

- TUCS is responsible for providing the research level education and the departments provide the basic education. TUCS is responsible for developing international cooperation and common programmes in ICT
- Cooperation with the Finnish and Swedish-speaking polytechnic institutions in the region
- "Examination points" for the doctoral exams should be divided between two universities in case the doctoral student has had two supervisors from different universities
- The Graduate School should educate doctors for the industry and prepare them for working life. Innovativeness and entrepreneurship program with ICT Turku

Research

- It is alarming, that TEKES-financing has decreased, the EU-financing is at a very low level (in relation to the total external financing)
- Cooperation with bigger partners is needed and a reorganizing is necessary. The present situation is problematic. (The laboratories should be significantly bigger)
- Need of bigger framework programmes
- A future focus is that TUCS is a contract partner and in this way acts as a research institute.

Administration

- The administration of economy is problematic for the time-being and should be re-considered
- Situation in relation to the contracts especially towards EU-projects should be found out

Financing

- the basic funding from Åbo Akademi University and Turku University is kept on the same level of 100.000 euros and from Turku School of Economics and Business Administration the financing is 25.000 euros
- TUCS vacancies (two administrative officers and one office secretary) are paid with the basic funding from Åbo Akademi University (up to 82.000 euros). The rest 18.000 euros remain to be used by TUCS.

- The division of rental expenses of the ICT-house should be untangled. Is Turku School of Economics and Business Administration part of this?

9.2 Minutes of TUCS Board meeting of September 19, 2005

9.3 Changes in TUCS staff

Administrative officer Venja Lehtikari announced her resignation from TUCS. Tapio Haavisto will start as a half-time administrative officer in January 2006.

9.4 Positions at the Department of Mathematics

Professor Juhani Karhumäki announced that the Department of Mathematics will have three new professors starting December 1, 2005. Tero Harju and Iiro Honkala in discrete mathematics and Marko Mäkelä in applied mathematics.

Turku, December 12, 2005

Ralph-Johan Back
Chairman of the Board

Hannu Tenhunen
Director

Tapio Salakoski
Vice Director

Venja Lehtikari
Administrative Officer