

**Notice of a Board meeting**

Tuesday, December 7, 2010, at 9.00  
ICT building, Joukahaisenkatu 3-5 B, 6<sup>th</sup> floor, TUCS conference room

**Items of the agenda**

1. Validity of the meeting and presence of a quorum
2. Additional items
3. TUCS Graduate School funding decision (Tenhunen)
4. Employment of Project Planner for Health IT (Salakoski)
5. Employment of TUCS director
6. Employment of Graduate Programme Coordinator
7. Announcements
  - 7.1 Minutes of TUCS Board meeting of September 13, 2010
  - 7.2 Employment of two planners

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### **Members of the board:**

Jan Westerholm, Prof.  
Johan Lilius, Prof.  
Christer Carlsson, Prof., Chair  
Sirpa Simola, Director  
Juhani Karhumäki, Prof.  
Timo Knuutila, Prof.  
Reima Suomi, Prof., Vice-Chair  
Jaakko Kuosmanen, Managing director  
Tuomo Saarni, Ph.D. Student  
Erik Östman, M.Sc. Student  
Tuukka Simonen, M.Sc. Student

### **Deputy members:**

Hannu Toivonen, Prof.  
Barbro Back, Prof.  
Pirkko Walden, Prof.  
Jouni Isoaho, Prof.  
Iiro Honkala, Prof.  
Jukka Teuhola, Prof.  
Kai Kimppa  
Olli Mertanen, Vice Rector  
Sami Hyrynsalmi, Ph.D. Student  
Staffan Enberg, M.Sc. Student

### **TUCS staff:**

Hannu Tenhunen, Prof., Director, Presenting Officer  
Tapio Salakoski, Prof., Vice-director, Presenting Officer  
Outi Tuohi, Graduate School Coordinator, Presenting Officer, Secretary of the meeting

## **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 December 1<sup>st</sup>, 2010.

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

Decision:

## **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:

### **3. TUCS Graduate School funding decision (Tenhunen)**

In the previous meetings it was decided that a few funded positions will also be available during the fall status application round. This funded position application round was intended for increasing the gender balance and balance in the distribution of study places between participating universities. This application round TUCS GS received a total of 18 applications, 8 from Finns and 10 from foreigners, 2 applications were discarded as incomplete. TUCS GS Committee has evaluated the applicants according to the evaluation criteria for 2010. Based on these evaluations and taking into account other issues such as the matching funding principle and suggested funding arrangements, the balance between the participating universities and departments, the genus perspective, interest toward the suggested research plan by TUCS supervisors, and the suggested supervision arrangements, the following proposal has been prepared.

Appendices: [01/06/10 Proposal](#)  
[02/06/10 Ranking list by the Graduate School Committee](#)

Proposal: 4 funded positions with 2 years of funding and 1 funded position with 1 year of funding, will be granted in this application round as shown in appendix 01/06/10 provided that the conditions stated therein are met and 4 year fulltime graduate study funding can be arranged. In addition, 3 new TUCS status positions will be granted provided that adequate supervision and funding for 4 year fulltime graduate study can be arranged.

Decision:

### **4. Employment of Project Planner for Health IT (Salakoski)**

TUCS has defined a number of thematic focus areas for research as described in the latest Graduate School application for the Academy of Finland. In the result negotiations for 2011, the rectors approved that TUCS would recruit a few project planners for these thematic areas, and that we would start with the area of Health IT. In the discussions with Turun Ammattikorkeakoulu, this thematic area has been identified as the most important point of focus that they would like TUCS to pursue. Therefore, the funding to TUCS from Turun Ammattikorkeakoulu could and, indeed, should be used for promoting activities in this field. Furthermore, an agreement has been made with UTU Department of Information Technology, UTU Department of Nursing Science, and Turun Ammattikorkeakoulu Telecommunication and eCommerce, for additional funding of 5000 € per partner per year for three years to the project planner position in question. Hence, the plan is to promote the thematic fields by providing supporting and coordinating activities, and to start with the field of Health IT. Later, other thematic fields and interest partners can be identified that will be promoted in similar manner.

Proposal: TUCS will announce and fill a position of a Project Planner in Health IT for 1.1.2011-31.12.2013. A MSc degree will be required and a PhD preferred, and experience in project coordination and acquisition of external funding will be expected from a successful candidate. TUCS will be responsible for the employment, and representatives from the departments providing supporting funding will act as a steering group to help the planner in his/her work for the greater good of the whole TUCS community in this field.

Decision:

## 5. Employment of TUCS director

The present directors, Hannu Tenhunen and Tapio Salakoski, are employed until the end of this year. The open position of the TUCS director needs to be announced and a new director selected.

Appendix:     [03/06/10 TUCS Statutes](#)

Proposal:     The board decides on the requirements for the director position and the position is declared open. The present director Hannu Tenhunen will continue as acting director until a new director has been appointed.

Decision:

## 6. Employment of Graduate Programme Coordinator

The tasks of the Graduate Programme coordinator include coordinating and developing the Graduate Programme application processes, planning and writing project applications and reports, writing memos of the meetings, promote the networking of the GS students and pursuing to act as a neutral interface between students and supervisors. Requirements for the position are a Master's Degree or equivalent, preferably from the field of ICT, Mathematics, Natural Sciences, Economics or Law and excellent written and oral skills in English and good written and oral skills in Finnish and Swedish.

The need for a Graduate Programme coordinator is obvious and there is no justification for a short-term contract, therefore the coordinator position should be made permanent. The position of the Graduate School Coordinator will be funded by the Ministry of Education until 31.12.2011 after which time the coordinator salary will be covered from the TUCS basic funding.

Proposal:     The position of a Graduate Programme coordinator is made permanent and it will be declared open at a later date.

Decision:

## 7. Announcements

### 7.1 Minutes of TUCS Board meeting of September 13, 2010

[http://tucs.fi/media/cms\\_page\\_media/70/BM\\_Minutes\\_20100913.pdf](http://tucs.fi/media/cms_page_media/70/BM_Minutes_20100913.pdf)

### 7.2 Employment of two planners

TUCS has two planning officers on short term contracts, Ruxandra Atanasiu and Eija Nordlund. They are responsible for marketing and coordinating the International Master's Degree Programs at ÅAU and UTU. TUCS has invested heavily on international marketing and recruitment for both Graduate School and Master's School. Currently these activities are carried out as an internal project, thus a temporary employment is appropriate at this point. The contracts of the planning officers, Ruxandra Atanasiu and Eija Nordlund, will be continued until 30.8.2011.