

Board meeting

Monday, March 26th 2001, at 12.00
DataCity, 2nd floor, TY Neuvotteluhuone 3

Minutes

Present:

Christer Carlsson, Prof.

Jouni Isoaho, Prof.

Timo Järvi, Prof., Chairman

Juhani Karhumäki, Prof.

Jani Kupila, M.Sc. Student

Henri Latvanen, M.Sc. Student

Kaisa Sere, Prof.

Reima Suomi, Prof., Vice-Chairman (arrived at 13.02 during item 6., left the meeting at 13.05 during item 6.)

Aimo Törn, Prof. (left the meeting at 13.34 during item 7.)

Ralph-Johan Back, Prof., Director, Presenting Officer

Tapio Salakoski, Prof., Vice-Director

Christel Donner, Presenting Officer (personnel, financial affairs)

Thomas Sund, Secretary, Presenting Officer (personnel, educational affairs)

Mats Aspñäs, Prof., external consultant for item 7. (arrived 13.10, left the meeting at 13.48 during item 8.)

Mauno Rönkkö, temporary consultant in student affairs

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 Wednesday, March 21st 2001.

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: Item 9.2 was added to the agenda.

3. Application for infrastructure support (Salakoski)

The Institute for Information Systems at Turku School of Economics and Business Administration has extended its activities during the last years. The Institute has however not been able to update the workstation infrastructure as needed. Five workstations should be renewed this year. In addition, two working points for temporarily visiting students is needed. The Institute is applying for financial support

from TUCS.

Appendix: 1/3/01 (electronic)

Proposal: The Institute is given support of 80 000 FIM from TUCS resources for building laboratories and renewing the infrastructure.

Decision: According to proposal. The sum of 80 000 FIM will be directed to the Institute for Information Systems from the TUCS laboratory funds.

4. Ph.D. student salaries and grants (Donner)

The basic system will continue as before. TUCS pays the basic salary of 9.314 Mk / month (salary class A18/I). Since the basic grant is too low compared to the net salary, the grant will be raised from 5.600 Mk to 6.500 Mk / month from April 1st, 2001 onwards.

The student will receive the first raise (the efficiency raise) when he or she has completed approximately one third (1/3) of the Ph.D. studies. The supervisor will decide when this level has been reached. The purpose of this raise is that the students will quickly get started with their research. The requirements could for example be 1 - 2 accepted papers to conferences or similar achievements judged by the supervisor. The raise would be 1000 Mk / month, (15.500 Mk per year, salary + social costs). The raise in the grant would be 700 Mk / month (8.400 Mk per year).

The second raise is paid for teaching, project leading, laboratory support etc. The student can use at most 20% of his time for this kind of work. The raise would be 2.500 Mk / month (38.700 Mk per year, salary +social costs). The raise would be given for 6 months at a time and the amount will be checked every year. The departments or the project leaders decide on the raise.

The principle of paying is as follows: the departments pay for work done within the departments or for work related to the departments. The projects pay for work done within the projects or for work related to the projects. TUCS will pay for work related to TUCS. If the Ph.D. student doesn't want to take part in teaching, work within projects etc. TUCS will continue to pay the basic salary or grant.

Additional information:

At the last Board Meeting the item was left on the table, due to the fact that the total costs were not clear.

Instead of calling the raises the first and second one, they will be called raise A and B.

Raise A means that salary class changes from A18/I to A21/II (instead of 1000 Mk / month). The raise in the grant will be 950 Mk / month. Many graduate schools have a system where students get salary class A20/II instead of A18/I.

TUCS (not the supervisor) will decide when the student will receive raise A based on the students Study Report.

- Alternative 1 is that TUCS will pay raise A for all Ph.D. students.
- Alternative 2 is that TUCS will pay raise A for students that receive TUCS salary or grant.
- Alternative 3 is that TUCS will continue to pay the basic salary/grant and not take part in the costs for raise A.

At this moment TUCS has 55 Ph.D. students (the situation 1.4.2001).

Alternative 1:

The table shows the total costs per year for TUCS if TUCS pays raise A for all Ph.D. students.

Ph.D. students	Number of students	Costs/year/student	Total costs
- salary	48	21.700 Mk	1.041.600 Mk
- grant	7	14.800 Mk	103.600 Mk
Total	55		1.145.200 Mk

Alternative 2:

The table shows the total costs per year for TUCS if TUCS pays raise A for Ph.D. students that receive TUCS salary or grant (the situation 1.4.2001).

Ph.D. students	Number of students	Costs/year/student	Total costs
- salary	27	21.700 Mk	585.900 Mk
- grant	6	14.800 Mk	88.800 Mk
Total	33		674.700 Mk

TUCS Budget 2001

Incomes	"Free money"	.	Incomes	Tied-up money
Municipalities	3.981.900	.	Min. of Education	3.545.000
HYT + industry + other	1.386.900	.	Academy of F/post doc	437.000
Academy of F.	165.000	.	Surplus (incl. laboratories)	3.028.712
Surplus 2000	1.051.977	.	-	
Total	6.585.777	.	Total	7.010.712
Expenses		.	Expenses	
TUCS administration	1.506.500	.	GS/Ph.D. stud. salary	4.622.114
Furniture	814.945	.	GS/post doc salary	1.047.000
Laboratories	1.800.000	.	Laboratories / surplus 2000	1.341.598
Graduate School	2.440.767	.	-	
Total	6.562.212	.	Total	7.010.712
Incomes	6.585.777	.	Incomes	7.010.712
Expenses	6.562.212	.	Expenses	7.010.712
Difference	23.565	.	Difference	0

Proposal: Since the grant is too low compared to the net salary, the basic grant will be raised from 5.600 Mk to 6.500 Mk / month from April 1st, 2001 onwards.

According to alternative 2 TUCS will pay raise A to half (50%) of the students that

receive TUCS salary or grant. The Board decides which students will receive the raise based on a proposal that the Graduate School Committee will make. This means a total of 337.000 Mk per year as an additional salary expense. The expenses for the raise will be covered by the money that now is reserved for furniture.

TUCS recommends that Ph.D. students who get their salary or grant from the departments or projects will get a similar raise.

4b. Ph.D. student salaries and grants (Back) (handed out in the meeting)

Alternative 4:

The table shows the total costs per year if the salary class changes from A18/I to A20/II for all students that receive TUCS salary or grant. At the moment the raise would be 704 Mk / month on the salary and 500 Mk / month on the grant.

Ph.D. students	Number of students	Costs/year/student	Total costs
- salary	27	11.000 Mk	297.000 Mk
- grant	6	6.000 Mk	36.000 Mk
Total	33		333.000 Mk

Proposal: Since the grant is too low compared to the net salary, the basic grant will be raised from 5.600 Mk to 6.500 Mk / month from April 1st, 2001 onwards. According to alternative 4 TUCS will pay raise A to all students that receive TUCS salary or grant. This means a total of 333.000 Mk per year as an additional salary expense. The expenses for the raise will be covered by money that now is reserved for furniture. TUCS recommends that Ph.D. students who get their salary or grant from the departments or projects will get a similar raise.

Decision: The basic grant will be raised from 5.600 Mk to 6.500 Mk / month from May 1st, 2001 onwards. The Ph.D. students that are on the TUCS payrolls will receive a raise, starting May 1st 2001, in the following way: the salary class will be changed from the current A 18 / classification I to A20 / classification II. The raise does not include the length of service increments. The students that get the TUCS grant will receive a corresponding net raise of 500 Mk / month. The TUCS budget will be changed accordingly. TUCS recommends that the students that are not on the TUCS payroll will receive a similar raise as the students that are on the TUCS payrolls. The TUCS financial workgroup will continue their work and develop a proposal for the board concerning financial encouragement for good progress in studies.

5. Telecommunication as a main / minor subject (Sund)

The computer engineering group has made a proposal concerning Telecommunication as a main subject and also as a minor subject. The proposals can be viewed in appendix 2/3/01.

Appendix: 2/3/01 (electronic)

Proposal: TUCS recommends that the proposals presented in appendix 2/3/01 are approved by the concerned faculties.

Decision: The Board made minor changes to the presented proposal concerning a course. The accepted proposal is attached as appendix 2b/3/01.

6. TUCS PR costs for student recruitment (Salakoski)

TUCS has taken action in advertising its education programmes in local and national newspapers. In most cases, the target papers are Turun Sanomat, Helsingin Sanomat,

Salon Seudun Sanomat, Hufvudstadsbladet, Åbo Underrättelser, and Vasabladet; in some cases also Satakunnan Kansa, Länsi-Suomi, and a few smaller local newspapers are included. The advertisements have been common to the three universities and all programmes represented in TUCS. Previously, this has been the convention with regard to the conversion programmes, and this year, also the permanent programmes have been marketed in this way.

The advertising costs for TUCS this year will be approximately 100 kmk for the conversion programmes (included in the conversion education budgets), and 400 kmk for the permanent programmes, from which about 150 kmk is planned to be funded by the City of Turku, and about 50 kmk by the City of Salo (included in the budget for the new software engineering study line in Salo).

Proposal: The Board accepts a sum of about 200 kmk to be used for PR purposes in 2001. This is paid from the TUCS furniture money.

Decision: The Board accepts a sum of at most 200 kmk that will be used for advertising. The TUCS budget is adjusted accordingly.

7. TUCS Facilities (Back)

TUCS director Ralph-Johan Back informs the board regarding the progress that has been made concerning the new TUCS house. Based on earlier discussions with the TUCS institutions a new room resource plan has been developed. This plan is attached as appendix 3/3/01. It will be used as the basis for the planning of the TUCS house.

Appendix: 3/3/01 (handed out in the meeting)

Proposal: The Board approves the plan and the main guidelines that are presented in the plan. The director is given authority to proceed further in this matter. Further adjustments can be made in the future.

Decision: The Board approves the guidelines that are presented in the plan. Further adjustments can be made in the future.

8. TUCS Laboratories (Back)

TUCS invites suggestions from the participating institutions regarding the establishment of new laboratories. The money needed to these laboratories will come from the TUCS laboratory funds. The laboratories may be teaching laboratories or research laboratories. TUCS will send more detailed guidelines at a later time on the starting of new TUCS laboratories.

Proposal: TUCS starts the process of establishing a number of laboratories. Suggestions and applications should be sent to the TUCS Director. The laboratories will be established in the spring and fall of 2001. The funding of the laboratories will be decided in the fall of 2001.

Decision: According to proposal.

9. Items for discussion

9.1 International exams (Sund)

According to information given by the ministry of education Finnish universities do not have the right to give international Master of Science diplomas. This means that the diplomas have to be given in either Finnish or Swedish. The universities give instead a diploma supplement that explains the level of the diploma in relation to the diploma given in other parts of the world. Concerning advertising, TUCS should always mention that the diploma is in fact given in either Finnish or Swedish.

9.2 Finnish Academy (Salakoski)

TUCS will apply for new Ph.D. positions. TUCS vice-director Tapio Salakoski presented the current situation for the Board.

10. Announcements

10.1 Minutes of the TUCS board meeting of February 26th, 2001.

Appendix: 4/3/01 (electronic)

10.2 Announcements by the Director concerning the time period February 27th – March 26th 2001.

Appendix: 5/3/01 (electronic)

The next board meeting will be held on May 7th 2001. The meeting will start at 13.00 and it will be held in DataCity, 2nd floor, TY Neuvotteluhuone 3.

Turku, March 29th, 2001

Timo Järvi
Chairman of the board

Ralph-Johan Back
Director

Tapio Salakoski
Vice-director

Christel Donner
Administrative Officer

Thomas Sund
Administrative Officer