

Board meeting

Monday, February 2, 2004, at 13.00
DataCity A, 2nd floor, TY Neuvotteluhuone 3

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Minutes

Present:

Members of the board:

Ralph-Johan Back, Prof., Chair
Christer Carlsson, Prof.
Jouni Isoaho, Prof.
Juhani Karhumäki, Prof.
Tapio Salakoski, Prof.
Kaisa Sere, Prof., Vice-Director
Reima Suomi, Prof., Vice-Chair
Jaakko Kuosmanen, CEO (left at 14.53 during item 9)
Paula Steinby, Ph.D. Student
Henry Lönnbäck, M.Sc. Student (left at 14.55 during item 9)

TUCS staff:

Timo Järvi, Prof., Director, Presenting Officer
Mats Aspñäs, Coordinator, Presenting Officer
Ulrika Gustafsson, Administrative Officer
Christel Donner, Administrative Officer, 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 January 28th 2004.

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

Decision: According to the 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 TUCS Budget 2004 (Donner)

The proposal for TUCS budget for 2004 can be found in appendix 1a/01/04. Measures caused by the budget can be found in appendix 1b/01/04.

Appendices: [1a-b/01/04: \(electronic\)](#)
1a/01/04: TUCS budget 2004
1b/01/04: Measures caused by the budget

Proposal: TUCS Board will approve the budget for year 2004 as well as the measures in appendix 1b/01/04.

Decision: According to the proposal with the exceptions that less money will be reserved for post doc grants (45.000 euros instead of 60.000) and the amount reserved for other expensis should be split into different office expenses. An enquiry will be sent to all laboratories asking for possible refunds of granted money and the refunds will be allocated to Ph.D. student's travel expenses.

TUCS Board gave TUCS directorship a commission to devise a long-term plan of how TUCS could get more funding during the coming years. The plan should be ready during the Spring of 2004.

4 Dameng Deng's application for a postdoctoral position (Järvi)

TUCS received 9 postdoctoral applications. 8 applicants were rejected at the board meeting on Dec 8, 2003. The application of Dameng Deng was tabled.

The applications are in appendix 1a/10/03 (last meeting). TUCS has asked statements about each applicant from two lab leaders (appendix 1b/10/03, last meeting).

Christel Donner has given information about current status of TUCS post docs. Provided TUCS funding will be confirmed as discussed in the result negotiations, we can hardly give one grant up to the end of 2004.

Karhumäki has given an extraordinary good statement about Deng and Nevalainen recommends him.

Taking the monetary situation in account, I propose, after discussing with Karhumäki, that Deng should be given a post doc grant for one year. Half of the grant will be paid by TUCS and the other half by Karhumäki using his FA funding. The starting date will be agreed with his host Karhumäki.

Appendices: [1a/10/03: Applications \(electronic\)](#)
[1b/10/03: Statements \(electronic\)](#)

Proposal: Dameng Deng will be given a post doc grant for one year. He will be located in the [Discrete Mathematics for Information Technology Laboratory](#). The grant will be paid half & half by TUCS and Karhumäki's project.

Decision: According to the proposal.

5 Application and admission procedures for postdoctoral researchers (Aspnäs)

The Academy of Finland decided that the graduate schools will no longer get financing for post doctoral researcher positions, but that the departments instead can apply for this financing directly from the Academy of Finland.

Until now, TUCS has been responsible for the recruitment and selection of post doc. researchers as described below:

- the post.doc. positions have been announced on TUCS web pages (<http://www.tucs.fi/Personnel/Postdoc.php>).
- the applications have been directed to TUCS. The staff has checked that the applications are complete, asked for complementing information if needed, copied the applications and sent them to the laboratories and asked for statements about the applicants.
- based on the statements from the laboratories, the director has prepared a proposal to the TUCS board.
- the TUCS board has decided about the post doc. positions.
- the staff has assisted the laboratories with the practical arrangements for employing the selected post doc. researchers.

Proposal: The recruitment of post doc researchers on the TUCS web pages continues. Laboratories, which have post doc researcher positions to fill can place an advertisement on the web page with a description of the position and the qualifications the applicants should have. Applications should state to which laboratory it is directed. The received applications will be sent directly to the appropriate laboratories without further processing at TUCS. The TUCS staff may assist the laboratories with the practical arrangements after they have decided to accept an applicant.

Decision: According to the proposal. The positions will continue to be called TUCS post doctoral researcher positions.

6 Alcaraz's application for a leave of absence (Donner)

Doctoral student Francisco Alcaraz is applying for a leave of absence for one year starting February 1, 2004. Alcaraz intend to work as an invited researcher at the Department of Industrial Engineering at the Pontifical Catholic University of Rio de Janeiro (PUC-Rio), Brazil. He will not get any financial support during this visit, neither from TUCS nor PUC-Rio.

Alcaraz started at TUCS September 1st, 1999 and so far he has used 4 years and 6 months of the maximum 5 years of financing. This visit is not essential for his research or studies.

Appendices: [2a-d/01/04: \(electronic\)](#)
2a/01/04: Alcaraz's application
2b/01/04: Prof. Carlsson's statement
2c/01/04: Invitation from PUC-Rio
2d/01/04: Alcaraz's study proposal

Proposal: TUCS Board concedes a leave of absence to Francisco Alcaraz for 1 year. Alcaraz will not be employed by TUCS during this time due to the uncertainty of the returning date, but he can use the remaining 6 months of financing until August 31st 2005.

Alcaraz has the right to apply for TUCS travel grant during his leave of absence, but additional costs due to his location in Rio de Janeiro will not be accepted. The return ticket to Brazil will not be supported by TUCS.

Decision: According to proposal.

7 TUCS visual image (Järvi)

TUCS has, with assistance from the marketing agency Rientola, developed a new visual image. The ambition has been to develop a visual image that reflects the whole organization. On the last board meeting, Rientola presented a proposal for a new visual image. The proposal was also presented for a bigger audience at the TUCS Christmas party in December 2003.

The comments received by the board members and by other people within TUCS have now been taken into account and the logo has been finalized. The work has proceeded and the designing of electronic templates for different purposes (letter and fax heads, envelopes, memos, Power Point presentations, covers for publications, recruitment advertisements, posters, web pages, folders, greeting and business cards) is in its final stage. The TUCS logo is presented in appendix 3/01/04.

Appendix: [3/01/04: TUCS new logo \(electronic\)](#)

Proposal: TUCS board approves the new visual image and gives its permission to start the implementation.

Decision: According to the proposal.

8 TUCS opinion about NORIA - White Paper on Nordic Research and Innovation (Järvi)

Rector Gustav Björkstrand has been in charge of a project to write the White Paper for the Nordic Council of Ministers for Education and Research. The paper is published as a whole in Swedish on page <http://www.norden.org/uddannelse/forskning/sk/Vitbok/Vitboken%20Huvudrapport%20okt%202003.pdf>, a shortened version in Finnish on page http://www.norden.org/nr/2-6-7-rapp/sk/Dokument_2003/NORIA_fi.pdf, and in English on page

<http://www.norden.org/uddannelse/forskning/sk/Vitbok/Vitboken%20Kortversion%20eng%20031204.pdf> .

Ministry of Education has asked universities, among others, to give their opinion about the White Paper. On the other hand, University of Turku has asked the Faculties and Special Units for comments.

As Nordic co-operation is important to TUCS, and NORIA also deals with Information Technology, TUCS should give comments to UTU as well as ÅA and TuKKK. The comments should be given by Feb 20th 2004.

Proposal: The administrative group is authorized to give TUCS comments about NORIA.

Decision: According to the proposal.

9 New names for two laboratories (Järvi)

Professors Nevalainen and Lahdelma suggest that the name of *Algorithmics Laboratory* is changed to *Algorithmics and Software Techniques Laboratory*. A short description of the laboratory is found in appendix 4/01/04.

The synergy in TUCS within SW research is not fully exploited but this may be the best that can be achieved today. There are ideas about dividing the Computer Science discipline in the IT department into 2 or 3 parts, so the new name could wait for this decision. On the other hand, it is important for the new applicants to get up to date information about labs and their research topics.

Professor Jouni Isoaho has sent the following proposal:

“We would like to change the present name *Telecommunication and Digital Systems Laboratory* to *Communication Systems Laboratory* (in Finnish tietoliikennetekniikka). It would make things clearer since ‘communication systems’ is the term we use for the subject in our education programs. The people involved in the laboratory are the same persons teaching this subject. The present name is a little bit too complicated and the word ‘tele’ is somewhat old. Communication Systems is also the name that we use in practice.”
The proposal seems to be reasonable.

Appendix: [4/01/04: Algorithmics and Software Techniques Laboratory \(electronic\)](#)

Proposal: The Algorithmics Laboratory is renamed *Algorithmics and Software Techniques Laboratory* and the Telecommunication and Digital Systems Laboratory is renamed *Communication Systems Laboratory*.

Decision: The new name for the Algorithmics Laboratory was postponed. The Telecommunication and Digital Systems Laboratory is renamed Communication Systems Laboratory.

10 Announcements

10.1 Minutes of TUCS board meeting of December 8, 2003

http://www.tucs.fi/about/organization/board/minutes/2003/board_20031208.pdf

10.2 Prof. Timo Järvi's appointment as TUCS director

Åbo Akademi University has appointed Prof. Timo Järvi as TUCS director for the time period January 1st 2004 – December 31st 2005.

10.3 Information about the Master of Science Programme in Technology at University of Turku

Prof Tapio Salakoski informed TUCS Board about the Department of Information Technology's intension to arrange an extra intake for students with a degree in engineering from a polytechnic school (similar to the professional upgrading program). The final decision will be made by the executive board at University of Turku.

Turku, February 4th, 2004

Ralph-Johan Back
Chairman of the Board

Timo Järvi
Director

Mats Aspnäs
Coordinator

Christel Donner
Administrative Officer