

## **Board meeting**

Friday, January 28, 2005, at 9.00  
DataCity A, 2<sup>nd</sup> floor, TY Neuvotteluhuone 3

## **Items of the agenda**

1. Validity of the meeting and presence of a quorum
2. Additional items
3. TUCS Budget 2005 (Donner)
4. Educational workgroups (Aspnäs)
5. Application for renewing Graduate School positions financed by the Ministry of Education (Gustafsson & Järvi)
6. TUCS conference guarantee (Donner)
7. Discussion item: SWOT analysis (Järvi)
8. Announcements
  - 8.1 Minutes of TUCS board meeting of November 29, 2004

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

Ralph-Johan Back, Prof., Chair  
Christer Carlsson, Prof. (left during item 5)  
Jouni Isoaho, Prof. (arrived during item 3)  
Tapio Salakoski, Prof.  
Jan Westerholm, Prof., Vice-Director (left during item 5)  
Reima Suomi, Prof., Vice-Chair  
Paula Steinby, Ph.D. Student  
Hannu-Pekka Kulta, M.Sc. Student

### **TUCS staff:**

Timo Järvi, Prof., Director, Presenting Officer  
Mats Aspnäs, Coordinator, Presenting Officer  
Christel Donner, Administrative Officer, Presenting Officer  
Monika Eklund, Administrative 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 January 25, 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. TUCS Budget 2005 (Donner)**

The proposal for TUCS budget for 2005 can be found in appendix 1/01/05.

Appendix:     [1/01/05 TUCS Budget 2005](#)

Proposal:     TUCS Board will approve the budget for year 2005.

Decision:     According to proposal.

### **4. Educational workgroups (Aspnäs)**

The administrative workgroup decided in its meeting 17.1.2005 to suggest to the board that new members are appointed to the TUCS educational workgroups. TUCS has sent a letter to the Chemical-Technical Faculty of Åbo Akademi University asking that the CE-workgroup appointed by the Faculty 1.1.2003 is replaced by the group now appointed by TUCS Board.

The workgroups appoint a chairman among the members of the group and deputy members for the group. TUCS director is authorized to approve the student representatives for the workgroups when the student organizations and the departments have presented candidates for the positions.

Appendix:     [2/01/05 Workgroups](#)

Proposal:     TUCS Board will approve the workgroups.

Decision:     According to proposal.

### **5. Application for renewing Graduate School positions financed by the Ministry of Education (Gustafsson & Järvi)**

The Ministry of Education has initiated an application procedure (deadline 15.2.2005) for renewing the graduate school positions expiring in the end of 2005, see <http://www.aka.fi/index.asp?id=96C799594C9F4B93A364F7F894923AD7&data=1,URL,/modules/search/default.asp?txtSearchSpec=tutkijakouluhaku> .

TUCS has 15 positions for the period 2002-2005 and will apply for continuation for these 15 positions. In this application round it is not possible to apply for additional positions. It is clear that the application questions are prepared for smaller graduate schools than TUCS. Consequently the TUCS application is excessively large. The application is not yet completely finished. Some details must still be checked.

The board should pay attention especially to the following parts of the application:

- Plan of action for 2006-2009
- Financial resource plan 2006-2009
- National and international co-operation
- The doctoral students' other essential scientific publications (4.2)
- Self evaluation of the Graduate School

The application can be found at

<http://www.tucs.fi/about/organization/board/attachment/SA-applikation2005/>. The staff will still make minor changes in the application. If you want to print it, please do it as late as possible.

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

Appendix:     [5/01/05](#) The final version of the application

Decision:     According to proposal. The final version of the application can be found in appendix 5/01/05.

## **6. TUCS conference guarantee (Donner)**

TUCS Board has received an application for TUCS guarantee from lecturer Kai Kimppa at the Department of Information Technology (UTU) concerning the conference "[Landscapes of ICT and social accountability](#)". The conference will be held in Turku June 27–29, 2005. This conference by [IFIP WG 9.2, Computers and Social Accountability](#) is organized in cooperation with the IT-department and TUCS.

A well-balanced budget can be found in appendix 4b/01/05. The number of attendees is estimated to be around 50 persons.

The organizers apply for a TUCS guarantee of 5.000 €.

Appendices:   [3a/01/05](#) Application  
                  [3b/01/05](#) The conference budget

Proposal:     The Landscapes of ICT and social accountability-conference is given the TUCS guarantee of 5.000€.

Decision:     According to proposal.

## **7. Discussion item: SWOT analysis (Järvi)**

There are big economical and educational changes happening in Finnish universities just now. They also effect the operational environment of TUCS. To clarify our thoughts and to see what we should concentrate our efforts on, I have made the attached SWOT analysis which has been improved in the Administrative Group. As the meaning of the analysis is an internal usage in TUCS en bloc there is no need for a formal decision. The analysis will be used in planning of future activities of TUCS.

Appendix:     [4/01/05](#) SWOT

Conclusion:   The board discussed the SWOT analysis.

## **8. Announcements**

8.1     [Minutes of TUCS board meeting of November 29, 2004.](#)

Turku, February 9th, 2005

Ralph-Johan Back  
Chairman of the Board

Timo Järvi  
Director

Monika Eklund  
Administrative Officer