

Board meeting

Monday, October 9, 2006, at 13.00

ICT Building, Joukahaisenkatu 3-5 B, 6th floor, TUCS conferens room

Items of the agenda

1. [Validity of the meeting and presence of a quorum](#)
2. [Additional items](#)
3. [Establishment of a new TUCS laboratory \(Salakoski\)](#)
4. [Opening a GS coordinator position for implementation of the TUCS strategy \(Tenhunen\)](#)
5. [The guidelines for the result negotiations \(Salakoski, Tenhunen\)](#)
6. [Announcements](#)
 - 6.1 [Minutes of TUCS Board meeting of September 4, 2006](#)

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Members of the board:

Ralph-Johan Back, Prof., Chair

Johan Lilius, Prof., left during item 5

Christer Carlsson, Prof., arrived during item 3 and left during item 5

Jouni Isoaho, Prof.

Juhani Karhumäki, Prof.

Anne-Mari Virolainen, Programme Manager

Tuomo Saarni, Ph.D. Student

Tuukka Simonen, M.Sc. Student

TUCS staff:

Hannu Tenhunen, Prof., Director, Presenting Officer

Tapio Salakoski, Prof., Vice-director, Presenting Officer

Christel Donner, Administrative Officer, Presenting Officer, Secretary of the meeting

Department heads (not right to vote):

Barbro Back, Prof.

Ari Paasio, Prof.

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 October 4, 2006.

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. Establishment of a new TUCS laboratory (Salakoski)

This item was left on the table in the previous meeting. We have now received a revised description of the proposed laboratory.

Professor Eija Karsten has proposed the establishment of a new TUCS laboratory by the name ZETA – Emerging Technologies Laboratory. The research focus of the laboratory is in the acceptance and use of emerging new technologies. The current projects in social services and health care by the Karsten group are planned to continue under the auspices of the Health and Medical Informatics Institute. The Karsten group currently collaborates with various instances within TUCS, on national level, and internationally. They have performed several external funded projects. The working plan reflects the kind of activity that TUCS should support. Therefore, the new laboratory should be established.

Appendix: 1/06/06 Revised laboratory description

Proposal: TUCS will establish the ZETA Emerging Technologies Laboratory lead by Professor Eija Karsten.

Decision: According to proposal.

4. Opening a GS coordinator position for implementation of the TUCS strategy (Tenhunen)

This item was left on the table in the previous meeting. A more specific job description of the coordinator was asked for.

According to the decision by the Ministry of Education TUCS has a new Graduate School coordinator position 1.1.2007-31.12.2011. This position should be declared open so that the selected applicant could be hired from the beginning of 2007. The applicant should have a PhD degree. The main responsibility of the new person would be the development of the TUCS Graduate School as described in the GS application to the Ministry of Education. The main tasks include implementation of the planned mentor programme for GS students and development of international cooperation in education including joint MSc/PhD programmes and internship programme, and actions for improving the preparedness of the PhD students for the working life.

Appendix: 2/06/06 Announcement draft
 3/06/06 Division of tasks between TUCS staff

Proposal: A GS coordinator position will be declared open. The salary will be negotiated according to the new salary system.

Decision: The position will not be declared open and TUCS management will pursue the possibility of internal recruitment. The coordinator should have at least a higher academic degree, but a Ph.D. degree is not required. A redefinition of tasks between the coordinator, the directors and the current personnel will be done.

5. The guidelines for the result negotiations (Tenhunen, Salakoski)

The result negotiations will be held on October 23, 2006. The board will discuss and decide on the strategic guidelines to be presented at the negotiations and followed by the TUCS management.

Appendix: 4/06/06 Proposal for the result negotiations

Proposal: TUCS board approves the guidelines for the development of TUCS and the strategic guidelines to be presented at the result negotiations and followed by the TUCS management.

Decision: According to proposal.

6. Announcements

6.1 Minutes of TUCS Board meeting of September 4, 2006

6.2 TUCS conference guarantee and TUCS short courses

The conference *New Exploratory Technologies (NEXT)* has been granted a conference guarantee of 5.000 euros. The conferences will be organized in Salo 5th -6th of October 2006. The chairman of the organizing committee is Prof. Aulis Tuominen and the vice chairman is Prof. Markus Mäkelä.

The following guest lectures, held on October 4, 2006 will be paid or partly paid by TUCS:

Timing analysis for the Controller Area Network, Prof. Hans Hansson from Mälardalen University, Sweden

Testing Human-Computer Interfaces, Prof. Fevzi Belli from University of Paderborn, Germany

Turku, October 10, 2006

Ralph-Johan Back
Chair of the Board

Hannu Tenhunen
Director

Tapio Salakoski
Vice Director

Christel Donner
Secretary of the meeting