

**Administration by BCS**

c/o 3 Newbridge Square, Swindon SN1 1BY

COUNCIL OF PROFESSORS AND HEADS OF COMPUTING

Minutes of the Committee meeting of the Council of Professors and Heads of Computing held on
Monday 3 February 2025 online

PRESENT

Nicky Danino (Chair)	Steven Bradley*	Kevin Chalmers
Silvester Czanner	Rob Aspin	Kate Hone
Damien Foster	Funmi Obembe	Dharam Shadija*
Rebecca Strachan	James Davenport*	Paul Sant

IN ATTENDANCE (Observers/secretariat)

Daniela Tresoldi (EPSRC)	Maxine Leslie (BCS - sec)
<i>*joined for part of meeting</i>	

APOLOGIES

Haris Mouratidis	Jonathan Wallace
Hayley Burns	Fiona McNeill (BCS Academy)

1. WELCOME, APOLOGIES AND DECLARATION OF CONFLICTS OF INTERESTS

There were no conflicts of interest and apologies for absence were received as above.

**2. TO APPROVE MINUTES OF THE MEETING HELD ON 3 DECEMBER 2024
[CPHC/2024/30]**

The minutes of the last meeting held on Tuesday 3 December 2024 were accepted as a true record and approved for transfer to the website *[action complete]*. Matters arising not covered elsewhere on the agenda are at minute 11 below.

3. COMMITTEE BUSINESS

3.1 Proposed amendments to CPHC constitution – K Chalmers talked through the proposed changes, in particular the terms of office and representation. Members discussed various aspects and APPROVED the tracked changes to the Constitution document. However, it was suggested that Iain Phillips (Loughborough and past CPHC Chair) be consulted on the changes prior to it being considered at the AGM on 29 April. K Chalmers undertook to contact Iain Phillips in advance of the AGM.

ACTION: K Chalmers

4. EPSRC/UKRI UPDATE

D Tresoldi indicated that there was not much to report, just to highlight two panels taking place in February: neuromorphic computing and network in terahertz systems. There will be other news to report soon. D Tresoldi also reported that she or Laura McDonnell would be attending the Summit. The Chair invited EPSRC colleagues to participate in the funding session on day 2.

5. 2025 JOINT SUMMIT UPDATE – INCLUDING EXPENDITURE ARRANGEMENTS

Members received a verbal update on progress. D Shadija reported that arrangements were progressing well with most speakers now confirmed. The AGM is confirmed for Tuesday 29 April, 16:45-17:15 and will be available to attend online (although the Summit itself will be in person only).

The CPHC membership values workshop is confirmed for Monday 28 April, 11:30-17:00 at SHU or online.

6. PROPOSAL TO WORK WITH OTHER BODIES SUCH AS (ISC)²

J Davenport introduced this item (taken later in the agenda), explaining that 11 years ago cybersecurity was a compulsory subject for academic accreditation, and (ISC)² and CPHC jointly produced a brief document called [Cybersecurity Principles and Learning Outcomes: A resource for course designers and accreditors](#) (June 2015). There have been a number of advances since this white paper was published including the rise of ransomware and the formation of the UK Cyber Security Council. It would be good to review this and produce guidance for HE teachers. P Sant volunteered to help and it was suggested that Chris E2 at NCSC and BCS academic accreditation colleagues would be helpful contacts and maybe a more general call to the membership. In any guidance it will be important not to contradict the BCS academic accreditation criteria.

It was noted that (ISC)² is now very much in the business of selling training and therefore it might be more useful to approach from a non-commercial education provider angle with contacts at UWE, Abertay, the Chartered Institute of Information Security (CIISec) and Roehampton. There may be other areas for which guidance could be developed by CPHC, such as Artificial Intelligence. R Aspin reminded members about the SPG report from MMU (Annabel Latham & Matthew Shardlow) December 2023: [ChatGPT in Computing Education – A Policy White Paper](#).

P Sant flagged that it could be useful, via the Industry Group, for employers to contribute in terms of job roles, skills and the employability agenda. The AI for Cybersecurity should also be considered since AI is becoming used to an increasing extent in cyber attacks. There are CPHC links to experts in these areas such as Mike Wooldridge at Oxford (P Sant can introduce) and Graham Cormode at Warwick.

It was agreed that initial efforts should focus on one area: cyber security, led by J Davenport and supported by P Sant. **ACTION: J Davenport/P Sant**

7. SUBSCRIPTION UPDATE [CPHC/2025/03]

Members RECEIVED and NOTED the report.

P Sant noted that some HEIs had requested cancellation of their subscriptions. There were a small amount of debtors from 2023/24 which would be followed up one last time.

ACTION: P Sant/M Leslie

It is hoped that the outcome of the CPHC membership value workshop will help to demonstrate the benefits to prevent further resignations and attract those that have left to come back. K Chalmers indicated that the subscription fees are relatively small, so there must be reasons other than financial. There were still reporting issues and it was not clear that all HEIs were submitting accurate FTE counts following the change in fees.

It was noted that HEIs in Scotland are less interested in participating and may be focussing on direct value for money such as academic accreditation. Although it was noted that SICSA (The Scottish Informatics and Computer Science Alliance) is no longer active.

8. PROGRAMME of WORK

8.1 Learning and Development Group (LDG) and Special Projects – S Bradley reported that the deadline for the next round of SPG applications will return to being the end of March as there is no clash with Easter this year. S Bradley undertook to convene the review group to meet shortly after the deadline. For the earlier action from a previous meeting to follow up with awardees of previous SPG rounds for outputs/reports, M Leslie undertook to do this in advance of the next round, liaising with S Bradley on the wording of the communications (see amended action below). It will be important not to make production of a final report a condition of approval, but some sort of output is important for sharing with the wider community. Those that are able to share will have further opportunities to secure funds for projects to share their work eg, as poster at a Summit.

It would also be good to enhance the SPG content on the website with more details on the criteria and ask for a start/end date for projects. **ACTION: S Bradley/M Leslie**

8.2 Industry Development Group (IDG) & Career Development Group (CDG) – H Mouratidis had sent apologies for the meeting but P Sant reported that he had met with F Obembe and H Mouratidis to discuss the benefits of either having one group to oversee both activities or keeping them separate. The conclusion was that both approaches were felt to be beneficial but it would work best initially to merge the two groups. If needed, the groups could split at a future time. P Sant will take this back to H Mouratidis and the next meeting will be to scope out the work.

8.3 Workshop Programme (Pipeline; Coffee table meetings; Chair in 10 Years; Outreach Network) – the action to liaise with Laure Barker at BCS on joint workshops has been put on hold as Laure has returned to teaching. The Chair indicated that liaising with other organisations, such as BCS and the Engineering Council, to deliver workshops would be a good way forward, in particular to avoid any duplication. However, there are areas unique to CPHC such as the chair in 10 years and new heads workshops, which fill training gaps for HODs. This links to providing value and it would be helpful if there is space within the Summit to deliver these sorts of sessions as attendees at the annual event are typically not those aspiring to be Heads. In previous years heads have been able to nominate non-professorial staff to attend. Another option is offering workshops online outside of the annual event, which should encourage take up.

8.4 Special activities (if relevant) – nothing to report in addition to min 8.3 .

9. UPDATES

9.1 Chair's Update – N Danino had circulated a welcome to 2025 message to CPHC members on the morning of the meeting, including information on how CPHC can support members with advocacy and representation, networking and collaboration (including the Computing Summit and the [booking link](#)), resources and insights (including SPGs) and opportunities for influence. The aim is to send out similar communications on a monthly basis, eg for February announcing the SPG closing date. Members were asked to forward any updates for the CPHC LinkedIn account to N Danino. **ACTION: Members**

9.2 Treasurer's Update – P Sant reported that the audit sheet shows the accounts to be healthy with Summit expenditure to come. M Leslie reported that the charity returns for the year ending 30 June 2024 had been made to the Charity Commission of England and Wales and OSCR, Scotland.

9.3 Secretary's Update – in addition to the proposed changes to the Constitution (see minute 3.1 above), it was reported that four trustees had self-reported that they had successfully completed the Charities Commission quiz on Trustee Guidance, and found it helpful.

9.4 EDI Lead update – R Strachan reported that PICTFOR had just sent through the photos from the EDI Rally in November and will follow up with a short piece for the website/LinkedIn shortly. A meeting had been held with Alastair Irons in December 2024 to discuss how to combine forces on EDI with the next step being to reflect on this and catch up with P Sant before reporting back to Committee.

ACTION: R Strachan/P Sant

9.5 CPHC/BCS Distinguished Dissertations update – Members discussed ideas following up on the paper which was presented at the last meeting. R Strachan had sent an earlier email querying whether this is really where efforts should be placed given EDI and other considerations highlighted in D Foster's paper. Instead, perhaps part of the site could be dedicated to putting up the 'best dissertations' proposed by a department each year. There would be no winner but each 'institution' could nominate a dissertation each year that to be uploaded to celebrate the discipline and student work. Some criteria could be included but mainly it would be left to be self-regulated by each institution. It would then be a showcase of student work across the sector. Furthermore, with competitions, men tend to be more competitive than women so it will be important to include a full range of people and celebrate success across the board.

D Foster indicated that having liaised with Iain Phillips, it was clear that the workload for DisDis in its current form is extremely heavy, particularly as the department admin support available when the first competitions were run no longer exist. R Aspin indicated that similar conversations took place during the BCS Lovelace Medal review, ie how to attract a broader spectrum of individuals and HEIs.

Other options, in particular to avoid requesting references, are for HEIs to present their most noteworthy dissertations, those with the best impact but not necessarily the best and perhaps those undertaken in times of adversity. Rather than judging on academic excellence as in the past, perhaps judging against societal/industrial impact. Producing a poster against different award categories might be helpful as would publishing posters online or at future Summits.

Institutions or individuals could be invited to provide a 100-word summary for review and decision.

It was agreed that any ideas for the DisDis review be forwarded to D Foster (previous meeting action, originally for members to send ideas to M Leslie). D Foster undertook to convene a Working Group in March to discuss this further. **ACTION: D Foster**

9.6 UKCRC Update – there had been no UKCRC Executive Committee meeting since the CPHC Committee last met, however the Chair had attended the UKCRC AGM. UKCRC was struggling to engage its members. The entry criteria for UKCRC is strict and nominators currently must be UKCRC members. M Leslie undertook to check with the UKCRC Chair (Kevin Jones) and UKCRC Membership Panel Chair (Nadia Berthouze) whether there is any flexibility in this rule. **ACTION: M Leslie**

9.7 NI HoS – J Wallace had sent apologies but had circulated a report prior to the meeting which P Sant summarised and which members NOTED.

9.8 Welsh HoS – H Burns had sent apologies for the meeting and it was noted that H Burns will be unable to contribute to the Committee's work before the end of her co-opted term of office, due to sick leave. It will be important to welcome H Burns or another co-opted member from Wales subsequent to the AGM.

9.9 Scottish HoS – F McNeill had sent apologies for the meeting. Concern was expressed that a formal representative from Scotland had not been secured (F McNeill is a BCS Academy representative) and members undertook to consider who to approach for this role. It was noted that only a few HEIs north of the border are interested in CPHC activities.

ACTION: Members

In addition, N Danino undertook to ask Alastair Irons whether the HOD at Abertay would be interested in contributing.

ACTION: N Danino

9.10 Updates from Other Organisations & Activities (IE/PICTFOR; Distinguished dissertations; IoC) – nothing further to report.

10. LinkedIn BLOGPOSTS

At the last meeting, members were urged to follow the [CPHC LinkedIn page](#). See also minute 9.1 Chair's update.

11. MATTERS ARISING FROM MINUTES/ACTIONS

11.1 Updates: Scottish HoS update (Oct2024.7) – the action to ask SCEC for ideas on venues for the 2026 Summit was expanded out to all Committee members/observers. In addition M Leslie undertook to provide contact details and background for Jane Hillston at University of Edinburgh so that N Danino can make an approach.

ACTION: M Leslie/N Danino

12. AOB

R Aspin noted that Maggie Philbin is still listed as a patron on the CPHC website, although there has been no contact for a number of years. Members were asked whether to reach out to Maggie Philbin or seek a different patron. K Chalmers indicated that Roehampton has a relationship with Maggie and undertook to make an approach and potentially ask for a speaking contribution, either at the Summit itself or as a 2 minute video clip *[action complete]*.

The Chair thanked members for their input and closed the meeting.

FUTURE MEETINGS *All commencing at 11.00am, unless otherwise stated*

COMMITTEE MEETINGS 2025	CONFERENCE/AGM DATES 2025
Wednesday 21 May 2025 – BCS London 11:00-15:00 Monday 14 July 2025 – Online *Tuesday 14 October 2025 (13:30-16:30) – BCS London Wednesday 3 December 2025 – Online	Tuesday 29/Wednesday 30 April – Sheffield Hallam University

**to be co-located with UKCRC Executive Committee & BCS Academy of Computing meetings*

Actions – responsible people in red

#	Item	Min	Action	Who
Feb2025.1	Committee business: Constitution amendments	3.1	Consult Iain Phillips on proposed changes prior to AGM on 29 April 2025	K Chalmers
Feb2025.2	Proposal to work with other bodies	6	Commence review of cyber security guidance including liaison with interested parties	J Davenport/P Sant
Feb2025.3	Subscription update	7	Follow up with small number of 2023/24 debtors	P Sant/M Leslie
Feb2025.4	Programme of work: LDG/SPG	8.1	Enhance the SPG content on the website with more criteria info and project start/end date request	S Bradley/M Leslie

Feb2025.5	Updates: Chair's update	9.1	Forward updates for the CPHC LinkedIn account to N Danino	Members
Feb2025.6	Updates: EDI Lead update	9.4	Consider input on EDI from Alastair Irons before reporting back to Committee	R Strachan/P Sant
Feb2025.7	Updates: CPHC/BCS DisDis update	9.5	Convene a Working Group in March to discuss DisDis review	D Foster
Feb2025.8	Updates: UKCRC update	9.6	Check with K Jones/N Berthouze if there is any flexibility in background of nominators	M Leslie
Feb2025.9	Updates: Scottish HoS	9.9	Consider who to approach for the role of Scottish HEI representative	Members
Feb2025.10			Ask Alastair Irons if Abertay HOD would be interested in contributing	N Danino
Feb2025.11	Matters arising	11.1	Summit venue 2026 – provide contact details/background on Jane Hillston for Chair to contact	M Leslie/N Danino
Dec2024.1	2025 Joint Summit	4	Forward any suggestions for speakers to N Danino/M Leslie	Members
Dec2024.6	Updates: Chair's update	9.1	Write short piece/blogpost on PICTFOR DEI Rally for website/LinkedIn	R Strachan
Dec2024.7	Updates: CPHC/BCS DisDis update	9.5	Forward any ideas on the DisDis process to D Foster	Members
Dec2024.8			Check with A Irons & J Adamson and arrange an initial meeting to include D Foster, N Danino and D Shadija (R Strachan – EDI)	M Leslie
Oct2024.7	Updates: Scottish HoS update	9.8	Ask SCEC for ideas on venues for the 2026 Summit (prefer Edinburgh or Glasgow)	F McNeill
Jul2024.1	Matters arising: Workshop programme	2.3	Work with Laure Barker (BCS) on a co-ordinated workshop programme <i>[Dec 24 update: now BCS Head of HE, when appointed]</i>	N Danino
Jul2024.9	Programme of work: LDG/SPG	9.1	Include conference attendance in SPG criteria <i>[Dec 24 update: SB to consider cost logistics eg, absorb and give awardees complimentary conf tickets?]</i>	S Bradley/ R Strachan/N Danino
Jul2024.13	AOB	12	Check with Chair on catering arrangements for next F2F CPHC-only meeting in May 2025	M Leslie

May2024.9	Programme of work: Learning DG	7.1	Develop a proforma for reporting on SPG outputs	N Danino
May2024.10 (links Jul2024.1 above)	Workshop programme	7.4	Collect ideas for workshops from members via LinkedIn and put together a workshop plan for the next 12 months	N Danino
Dec2023.1	Programme of Work LDG/Special Projects	5.1	Follow up with awardees of previous SPG rounds for outputs/reports to share in advance of the March 2025 round (liaise with S Bradley on wording)	M Leslie
May2023.1	New CPHC member	4	Work on providing further guidance for applying institutions such as an application form template at Strategy Day	N Danino