

SCHOOL OF BIOMEDICAL SCIENCES

CIP Executive Committee meeting

Monday 9th November 2009

MINUTES

Present:

Prof Mike Shipston (Chair) (MS)

Prof Mike Ludwig (ML)

Dr Mike Cousin (MC)

Ms Sarah Matheson (SM)

Prof Andrew Jarman (AJ)

Prof. David Price (DP)

Mrs Janet Philp (JP)

1) **Who has executive Power to compel PI's to pay for communal equipment?**

All in agreement that:

- The User groups should meet to discuss the mechanism for cost recovery in the first instance.
- If unanimous agreement does not occur, the cost recovery mechanism agreed by the majority of users will be adopted.
- Those unwilling to pay under the agreed cost recovery mechanism should send an email detailing their grievances to the CIP Exec committee.
- As a last resort, those unwilling to pay be invited to attend a CIP exec meeting to discuss

Definition of communal equipment, and who should pay for it?

It was agreed that:

- Equipment is communal only to people in user groups
- Core facilities/costs that are paid by CIP directly from CIP income has been previously agreed and circulated
- Other communal equipment is coordinated by user groups with cost paid by users
- Other items of equipment that may be used by several labs/groups is arranged at a local level

Action: MS to email staff members

2) **BBSRC Case studentships**

It was agreed to support the proposal for a CASE-funded studentship from BBSRC quota to include partnership between Norah Spears and Astra Zeneca. Studentship will be advertised and recruited along with other CIP studentships with candidates for the CASE award ranked alongside other students in the competition. Norah Spears (NS) to be involved with ranking the applications

Action: AJ/NS

3) **CIP radiation costs**

The School has cascaded down the radiation license costs to the centres. The total bill for CIP in 2009 is £2k and is the first bill to be produced. The cost is to hold the license and thus is independent of the number of users

All in agreement that:

- This total should be included in FEC money paid by CIP
- Ensure that all PIs include this in future grants as appropriate.

4) **Principal's visit**

There is one hour to get to strategic locations throughout the building, each will have about 5 mins max to illustrate aspects of work and it was encouraged that PhD and postdocs would be in attendance;

1st Floor: Kind/Wyllie

2nd Floor: Hardingham/Cousin

3rd Floor: Jarman/Davies

4th Floor: Spears/Price

An email has been sent to confirm Principal's visit in the lecture theatre.

Action: JP/MS to agree appropriate route and posters

MC/TG re: Imaging/IMPACT facility

ML/PK/DW to co-ordinate lab visits on first floor

5) **AOB**

Photographer

The photographer would be returning to take more pictures which are to be used for the CMVM leaflet which is currently being produced. These images could also be available for the web

Action: JP to request access to review all photos for CIP website 'image library'.

Website

AJ updated the committee that the School website could be finalised by Christmas and then work could be started on CIP website. All in agreement to proceed with this.

Action: The draft template/objective outline for agreement will be discussed at the next CIP Exec. meeting in December.

Next CIP staff meeting

All in agreement the next CIP staff meeting will be held on 18th December at 2pm

Action: SM to book lecture theatre and circulate CIP staff of time/date and request for agenda items.

9) Date of next meeting

The next committee meeting will be Monday 14th December.