

CDBS Executive Committee Meeting Minutes

Tuesday 4th February 2025– Meeting G6 HRB + Teams

Members of Executive Committee (apologies):

Head of Centre: Tara Spires-Jones

Deputy HoC: David Lyons (Lead for Research Opportunities)

Deputy HoC: Michael Cousin (Lead for Career Development)

Finance Lead: Sutherland Maciver

Equality and Diversity Lead: Gulsen Surmeli

Post-graduate Lead (PI): Paula Brunton

Post-graduate Lead (current student): Laoise Casserly

Post-doctoral Lead (PI): Sam Booker

Post-doctoral Lead (current post-doc): Brianna Vandrey

Professional Support Services Leads: James Griffiths (technical), Beverly Roberts (administration)

Seminar Leads: Lida Zoupi (Central), Jian Gan (BioQuarter)

BVS Representative: (Animal Research Support): Jose Sanchez Morgado (apologies)

Remit:

The Centre for Discovery Brain Sciences Executive Committee (EC) will discuss Centre research strategy, career development, best practice in research across the centre, and needed improvements. The EC will meet (approximately) every three months, alternating between Central and BioQuarter campuses. Meeting dates will be announced in advance to allow Agenda items to be submitted for discussion. EC will consult with Centre members to ensure we are meeting the needs of everyone in the centre as best we can. We will circulate the minutes of our meetings to CDBS members to ensure transparency in the running of the centre. The EC is a resource for all members of the centre and we encourage people to get in touch with any EC members about any CDBS related issues.

Agenda:

1. Minutes from the last meeting:

- **EC approved the minutes from the last meeting.**

Points:

- **CDBS Open Family and Friends Day** – Visit to CDBS labs in 1 GS + HRB followed by social/networking
Update: by **Sam Booker**
Date proposed: **Friday 16th May**
Venue tbc: **hopefully (weather permitting) in George Sq Gardens**

2. Welcome to:

- **Prof Michael Cousin**
As Deputy HoC (HRB)
Role: *'Lead for Career Development'*
- **Jose Sanchez Morgado** (Director Bioresearch & Veterinary Services)
As BVS Representative
Will be invited to attend future meetings
Role: *'Enhancing Animal Research Support'*

3. INCR update

- Tara Spires-Jones
 - Centre move planned for late '26
 - Formation/merge of centres hopefully in late '25
 - Head of Centre and Deputy's (Michael Cousin/David Lyons) meeting on a regular basis. Topics incl. funding, development, fellowship applications and liaising with Finance + INCR Directors

4. CDBS Seminar Series Update

- Lida Zoupi (Central)
- Jian Gan (BioQuarter)
 - Successful seminar series to date
 - Improved attendance with less frequent seminars
 - Good balance of speakers/topics
 - Good communication + flexibility on where to host seminars - Central/BQ
 - To invite suggestions for next semester ASAP
- Admin seminar organisational responsibilities/changes
 - Hermes Chow (admin team) to assist in organising Central seminars as of Mon 3rd Feb

5. ECR Day 2025

- Brianna Vandrey/ Laoise Casserly:
 - Propose a date: Sept 2025 >
 - EC fully supportive and approved any financial spend
 - Poster session might be reviewed as will catering arrangements
- **2024 ECR (03/09/24)** – Round up
 - Great success + 70 attendees
 - More PI engagement with improved communication
 - 50/50 of gender attendance
 - Positive feedback from all

6. Central Tech Team Update

- James Griffiths – No matters arising

7. Any other business

- **EDI** – Gulsen Surmeli
 - Mandatory EDI training for postgrads working in CDBS
 - GS met with Martin Simmen and Karen Woodcock to discuss
 - Outcome – EDI Training hopefully made available for all to access and added as part of Induction session with Tech Team
- **Women in Science Meetings** – Gulsen Surmeli
 - Encourage more ECRs/professional services personnel and other internal UofE women to speak of their career journeys working in ‘science’
 - Women in Science suggestions can be made to Nathalie.Rochefort@ed.ac.uk or Lida.Zoupi@ed.ac.uk
 - Post doc society were also looking at future round table events