Research Institutes in the Division of Informatics (Version 5)

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Any group of staff of the Division of Informatics wishing to set up a Research Institutes should submit a written application to the Policy Committee via the Division Officer. Below I suggest some criteria by which the Policy Committee of the Division of Informatics may wish to assess proposals for Research Institutes. Since we are still feeling our way in this process they may require supplementing or modifying during application and only some of them may be relevant to some proposals. Applicants may find the questions raised under each of the criteria helpful in constructing their proposal.

Staff Support: Is there a critical mass of active researchers[1] committed to belonging to the proposed institute as primary members? Are there at least three senior people capable of being Director, and is at least one of them willing to become the first Director? Are there people outwith the Division who would like to join the institute? Who is likely to become a secondary member of the institute?

Vision: What vision unites the members of the proposed institute and what scientific and engineering challenges does this vision raise? Why will answering these challenges be significant?

Timeliness: Does this proposal bring together researchers from previously separate parts of the Division (*e.g.* different departments)? Does it reinforce existing strong research groups? Does it take advantage of new research opportunities in the field of informatics?

Viability: Will the proposed institute have sufficient external funding to support a critical mass of research workers, support staff, equipment, *etc*? What are the prospects for new funding in this research area? What additional funding or support, if any, is requested from Divisional resources?

Management: What arrangements are proposed to manage staff within the proposed institute? Will any resources from grants, *e.g.* equipment, be pooled?

[1] This term is to be interpreted broadly to include staff engaged in scholarship, development, technology transfer, *etc.*

Location: Is collocation of staff required? If so, does this require relocation of staff? What proposals does the proposed institute have for how to achieve this and what are the implications for Division staff outwith the proposed institute?

Wider Context: How does the proposed institute relate to other bodies both within and outwith the Division and in the wider world? Who will be the beneficiaries of the research of the proposed institute?

Lifespan: For what period of time is the proposed institute likely to remain viable and significant? How do you expect this research area to evolve and is this likely to result in eventual fission of the proposed institute or fusion with others?

Overall Coherence: Does the proposed institute fit into a system of institutes which covers the research interests of the Division? Does it draw members from other proposed institutes, thereby threatening their viability?