



OPTiMA

ARC TRAINING CENTRE IN
OPTIMISATION TECHNOLOGIES
INTEGRATED METHODOLOGIES
AND APPLICATIONS

MINUTES – OPTiMA EXECUTIVE COMMITTEE 15:30 – 17:00 – 29 JUL 22

Zoom

Attendees: Kate Smith-Miles (Chair -KSM), Guido Tack (GT), Peter Stuckey (PS), Peter Taylor (PT), Doreen Thomas (DT), Charlotte Hurry (CH – minutes)

Apologies: Adrian Pearce (AP), Rob Hyndman (RH), Andreas Ernst (AE)

MINUTES

1. SAC

KSM gave an update as follows:

YES

Jose Fernando Oliveira

Joanna Batstone

Chris Beck, Toronto

Greet Vanden Burghe

To ask:

Anna-Lena Sachs, Lancaster

Jurgen Branke, Warwick

Barry O'Sullivan – Cork

To follow up:

Sebastian Pokutta, ZIB **PS** to action

KSM to contact

2. IAC

KSM gave an update as follows:

YES

Evan Shellshear, Biarri

Leonie Walsh, independent (former Victorian Chief Scientist)

Simon Bowly, Gurobi

Francis Norman, Centre Of Decommissioning Australia

Bronwyn Fox, CSIRO
Iven Mareels, IBM

To ask:

Heather St John
Len Sciacca
Les Trudzik
Fiona Broussard, Monash BD
KSM to contact

As soon as the committees are finalised, **CH** will arrange the first meeting. The Exec will be invited as observers.

KSM to organise a meeting with PS and Sandra from Ortech on 10th August.

3. KPIs

CH explained that we need to follow up on KPIs to ensure we are on track. The Exec discussed that we should have enough technical reports from OPTIMA PhD students. **CH** to remind supervisors to complete technical reports for each project. The Exec discussed the requirements for journal articles. PT – it is a good habit for all CIs to add OPTIMA as their affiliation.

Given that the projects are in their infancy, there should be some leniency in year one regarding what constitutes an OPTIMA output. **CH** will compile the submitted journals and contact CIs to remind them to acknowledge OPTIMA. **CH** will contact the committees to ensure they are trying to complete the KPIs. **KSM/PS**- We need to ask the IAC for advice for the government briefing KPI as we don't have much chance to speak to the government.

4. Centre launch

CH – it is to be held in the OPTIMA offices on 16th November in the morning. We will have the Centre Annual Meeting in the afternoon. **CH** to create an Excel invite list, distribute it to CIs and AIs to add their preferred invitees. The Exec agrees that this event should be promoted only as in-person, but with a plan for a last-minute zoom link if needed.

5. Membership Update

KSM, CH, GT and **PS** gave an update.

- a) **KSM-ABS** student is commencing on 1st August with a UoM stipend.
- b) **GT-SE Water** student commences in early August.

- c) KSM- Lifeblood is not responding.
- d) KSM- DTSG, Ellie is in contact with them. CH-They were interested but asked us to follow up at the end of July. Mark Fackrell is also in touch with another team at DTSG, but we don't know where that is up to.
- e) PT-ProbeCX, we don't have an email for Keith, and the nominated replacement is not responding to Hritika. PT- will contact Keith informally, he has already discussed the interactive voice response system they use, and PT believes we can bring a lot of improvements to this system. CH to check if the first invoice has been paid and if there are repercussions for PO pulling out after the student has commenced. KSM- can we discuss this with ProbeCX legal team? PT – let's wait until I have spoken to Keith.
- f) PS – we need feedback from Aldeida on how discussions with CSL are progressing.
- g) PS-Engie agreement is waiting for KSM to sign. CH-Monash has requested to hold the income from Other Orgs signing through Monash. PT/KSM/CH – this is possible. Still, we need an agreement to allow us to access the funds easily for Centre Strategic Initiatives as we already have allocations for that funding. The Exec agrees to ask Monash to sign an agreement for the Monash-led Other Orgs that allows Monash to hold the cash but allows the Centre Manager to request expenditure. CH to draft the letter. KSM wants to wait for this letter before she signs the Engie agreement. KSM – is there a student in mind? PS – no. The Exec agrees that PS should join this project as a supervisor so that we have one CI on the project. PS to discuss students with Ariel. It will take time to get ARC approval for Ariel Liebman to join as a CI if he is voted to join as CI.

6. Recruitment

The Hew 6 Education and Outreach Officer has been advertised.

- 7. CH – showed the updated prospectus. A few edits were suggested. CH- to edit and print the flyers.

8. Innovation week

Simon Pampera has agreed to moderate the debate in innovation week. It will be in person on Monday 5th September. It will be held on the launchpad. KSM – we should invite everyone from Maths and CIS. CH to create EOIs to get six participants in the debate. We can open up to non-OPTIMA people if we don't get much interest.

9. Philanthropic projects

CH discusses that Monash CIs came up with the idea that we could involve not-for-profit orgs and ask for philanthropic donations to fund the project. GT has agreed to meet with Monash's philanthropic team and include AE to discuss the best strategy. GT/AE to arrange Monash meeting.

10. AI-OPT 2022

Frank Neuman, Uwe and Kate are hosting a two-day November workshop.

<https://optima.org.au/2022-workshop-on-ai-based-optimisation-ai-opt-2022/>

The proposed student workshop will be cancelled, and students will now be included as part of this conference. EOIs have been distributed to OPTIMA members.

KSM/PT, we will revisit the student conference in future years.

11. Student Engagement

CH – will create a monthly optimisation meeting, led by students and facilitated by Postdocs.

PT – we need to get students on-site and robust leadership to promote this. **CH** – to remind CIs to encourage this to their students. KSM- we could make these in person with food. The Exec agreed that we should plan these on a Wednesday morning.

Ideas for the meetings.

- stuck on a problem
- milestone coming up
- practice for seminars

CH – to ask the Postdocs to facilitate.

12. PO engagement

CH has not been invited to any Monash meetings, and there is a disconnect for OPTIMA. KSM-this is probably the nature of the pre-existing relationships that Monash has brought to OPTIMA. CH to set up a meeting with Mathura and PS to discuss the way forward for new partnerships.

CH raised ideas for engaging POs.

- Site visits to POs
- invite to visit OPTIMA
- Social media updates
- Call before the invoice
- Annual workshop and conference invite
 - presentation
 - impacts to Industry
 - project management in Industry

CH to ask POs to present at the Annual Meeting.

13. Update from the sub-committees
a. deferred

The meeting ended at 17:00

ACTIONS FROM PREVIOUS MEETINGS

1	Sub-committees and Theme Leaders to hold meetings	Discuss and prioritise actions from CH/KSM/PS/Theme the Strategic Plan, ensure KPIs are on the agenda	Leaders	ASAP	overdue
2	Scientific advisory committee membership	Plan for 1st meeting in November 2022. Finalise membership.	KSM	1 Aug 22	In progress
3	Optimisation Training Centres and CoEs	Compile a list	CH/KSM	1 Apr 22	completed
4	Industry committee membership	Plan for 1st meeting in November 2022. Finalise membership.	KSM	1 Aug 22	In progress
5	Industry partners	Set up a meeting with ARC ITTCS to discuss collaboration	CH	1 Jul 22	postpone
		ARC -arrange a meeting to discuss Industry joining options.	CH	29 th July	overdue
		Follow up on industry partners mentioned in minutes	CH/PS/KSM	29 th July	completed
6	KPIs	remind supervisors to complete technical reports for each project	CH	29 Aug	In progress
		Compile the submitted journals and contact CIs to remind them to acknowledge			
7	Student exchange	Create a program and website, and follow up.	CH/E&T	ASAP	In progress
8	Centre launch	Finalise venue/proceedings and speakers	CH	15 Aug	In progress
		Create INVITE list			
9	AI Induction	Add further info	CH	04 Jul 22	overdue
10	Meeting Sandra Ortech	Organise	KSM/PS	ASAP	In progress
		Add Level A discussion to the next meeting	CH	29 th Aug	In progress
11	ARC stipend	Inform Mathura	CH	29 th July	overdue

12	ProbeCX	Check if first invoice has been paid. Send the Exec the Partnership Agreement.	CH	29 th Aug	In progress
13	Engie	Discuss students with Ariel	PS	29 th Aug	In progress
14	Prospectus	Edit and print flyers	CH	29 th Aug	In progress
15	OPTIMA debate	Create EOIs	CH	29 th Aug	In progress
16	Philanthropic projects	Arrange a meeting at Monash	GT/AE	29 th Aug	In progress
17	Student Engagement	Ask postdocs to facilitate	CH	29 th Aug	In progress
18	Annual Meeting	Ask POs to present	CH	29 th Aug	In progress