NDS AI NETWORK ROUND TABLE

Minutes | 2pm Friday 1 March 2024

Attendees: Regent Lee (RL), Monica Dolton (MD), Louise King (LK), James FitzGerald (JF), Scott Collins (SC), Maria Kaiser (MK), Dimitrios Doultsinos (DD), Srinivasa Rao (SR), Sandy Figiel (SF), Usama Zidan (UZ), Wencheng Yin (WY), Thineskrishna Anbarasan (TA)

Unable to attend: Dan Woodcock (DW), Peter McCulloch (PM), Jessica Scaife (JS), Sheraz Markar (SM), Simon Knight (SK), Alastair Lamb (AL), Giovanni Rolandino (GR), Conor Keogh (CK)

Location: NDS Seminar Room, JR

Agenda Item 1	Welcome
	RL welcomed the network and introductions were made. After discussion it was agreed that the aim of this group is to promote AI in the department and to ensure the skills, compute resources and other support is available to advance the diverse use of AI across NDS and to support researchers using AI.

Agenda Item 2	Previous meeting minutes
	N/A for the first meeting

Agenda Item 3	
Network remit and structure	It was agreed that the meetings will take place once a term and will be hybrid with the location changing between sites. Mission statement and remit to be discussed at the next meeting. ACTION: Book room at IDRM for next meeting.

Agenda Item 4	
Common needs and problems	Members of the network expressed their need for more MSD / OneDrive storage, as this has now been capped to 1TB (or less) for each account. ACTION: Explore with MSD IT to see if there are means for individuals to raise their OneDrive storage limit (accepting there may be a cost assigned). Members also expressed their need for a repository of resources and key contacts, which provides details of skillsets and those who can work with data. It was agreed that this information will be collected over the next three months and the repository hosted internally on the NDS Staff Gateway. The importance of collaborating with other departments was also mentioned.

	ACTION: Map out resources that drive data science to enable a catalogue of resources in the department.

Agenda Item 5	
Next steps	An AI theme seminar series, with invited guest speakers was discussed, and a talk at Surgical Grand Rounds initially once a year during Michaelmas term was agreed. ACTION: Arrange yearly AI theme talk at Surgical Grand Rounds. MK invited MD to join the NDS Research Committee to provide a link to AI activities/ information etc. for researchers. ACTION: MD to attend the NDS Research Committee meeting on 13 March 2024. The catalogue of biobank was also discussed. The goal is to collate the biobank resources within NDS, and the group discussed maybe approaching Jo Snoeck and Jessica Doondeea for the HTA audit catalogue which would have most of this information. To discuss further at the next meeting.

Agenda Item 6	
N/A	N/A

Agenda Item 7	Actions	Decision / Outcome
	1. DD to book room in IDRM for next meeting. 2. RL to contact MSD IT/Central IT about data storage solutions. 3. MD and LK to create an online form with questions to share with the network. 4. LK to contact Tarryn Ching about AI theme slot at Surgical Grand Rounds. 5. MD to attend NDS Research Committee meeting on 13 March 2024.	1. 2.
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Agenda Item 8	AOB
	None

Agenda Item 9	Date of next meeting
	Friday 7 June, 2pm