

NDS AI NETWORK ROUND TABLE

Minutes | 1pm Friday 9 May 2025

Attendees: Maria Kaiser (MK), Dan Woodcock (DW), Louise King (LK), Ben Alexander (BA), Begum Zeybek-Saglam (BZS), Stefano Malacrino (SM), Griffin Farrow (GF), Mateo Campos (MC), Jo Snoeck (JS), Peter McCulloch (PMC)

Apologies: James FitzGerald, Regent Lee (RL), Monica Dolton (MD), Peter Moles (PM), John Kellas

Location: Ground Floor Meeting Room, ORCRB, and Teams

Agenda Item 1	Welcome
	DW welcomed the network as the chair for this meeting.
Agenda Item 2	Previous meeting minutes
	<p>The minutes from the last meeting were approved.</p> <p>LK provided a summary of the results from the AI Excellence in NDS survey.</p> <p>LK reported that RL had invited Fabien Lareyre, a vascular surgeon from Hospital of Antibes, France, to give an AI theme talk at Surgical Grand Rounds in the Michaelmas term.</p> <p>PMC suggested Simon Knight as a potential speaker.</p>
Agenda Item 3	
Network remit and structure	<p>DW asked what is it that we want to achieve. A discussion followed about how to foster links, how to showcase skills in the department and how to build up a collaborative network. A suggestion was holding seminars outside of Surgical Grand Rounds for non-surgeons. Is there scope for a more regular talk with speakers outside of NDS as well?</p> <p>PMC asked who the members of the network are, what is that we are all doing and where to find this information. If we centralise this information it will help to start conversations.</p> <p>ACTION: LK and BA to create a document detailing the network members.</p> <p>DW suggested an AI Management Committee (or similar name) with four or five members who receive and discuss issues and then identify the best person to help with a particular issue. This will help streamline the process.</p> <p>ACTION: To be discussed further in future meetings.</p>

	<p>DW asked which would be better – an AI focused session at the annual Away Day or a regular discussion in a hybrid meeting?</p> <p>PMC suggested developing these network meeting by adding more regular meetings.</p> <p>MK suggested starting each meeting with a short presentation from a member who gives an overview of what they are working on.</p> <p>It was decided that monthly meetings will start next month, with the presentations starting in the Michaelmas term. In addition, AI theme talks will be planned for formal settings such as the NDS Away Day, Student Symposium, Researcher Day and Surgical Grand Rounds.</p>
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Agenda Item 4	
Common needs and problems	<p>DW asked what the primary need is. Comments received in the survey included issues with needing more flexible data storage and the lack of a platform to store and organise datasets.</p> <p>Why is storage an issue?</p> <p>SM commented that we have many pathology datasets that were created for different projects in the past and can be used across the department; some are featured on the NDS AI webpage like PathLAKE, ProMPT, and QUANTUM. Because pathology images are big, storage costs are an issue. Currently the most viable option would be MSD cloud storage, which is still not cheap. Another issue is that all cloud storage solutions have a recurring monthly/yearly cost, so it's very difficult for a group to pay for the storage of a dataset in the long term, as the original grant can only cover for a limited time and there might be a gap before there is another grant that can cover the cost. GF commented that requirements are drastically different across projects. DW agreed and added that this was therefore largely an issue for individual projects and the department is unlikely to be able to solve it, but there may be ways that the AI network can help to find a solution.</p> <p>MK commented that data security and management is an important aspect, as grants require a very detailed and comprehensive data management protocol. How is this managed in the department? SM commented that it is time consuming to draft data flows and data management protocols. PM and MD have started looking into this and it's being discussed in the Research Committee.</p> <p>BZS inquired if it would be beneficial to contact the Research Data Oxford team for information or resources on grant requirements for handling and managing AI data within Data Management Plans (DMPs). Specifically, could they offer any advice or guidance on this topic and whether the DMPonline tool, which provides templates and guidance for creating DMPs, includes sections specifically addressing AI data management.</p> <p>BZS shared a link to the University's 'Data management plans' webpage.</p> <p>ACTION: BZS to contact the Research Data Oxford team.</p> <p>What would be the cost of a data platform and a data manager for the department?</p> <p>It was noted that the IT Manager for NDS, Peter Moles, does not have capacity to undertake data management. JS commented that a departmentally funded data manager is currently not feasible. It was therefore agreed by all that one all-purpose solution is impossible.</p> <p>How do Data Managers in other departments deal with these issues?</p> <p>ACTION: DW to speak with Andy Blake and invite him to attend a future network meeting.</p> <p>JS stated that the department currently lacks a specific strategy for data storage. Although the University is pushing for everything to be moved to the Cloud, there isn't a unified solution in the University which serves all needs. Additionally, there is a concern about what happens when someone</p>

	<p>leaves the department, especially when hardware servers have been used. We need to devise a standardised plan for the department and find people with the knowledge and expertise to address this issue. While there are University resources and policies, they are scattered across different places. It would be beneficial to consolidate all the information and create a departmental policy. ACTION: This matter will be discussed further in future meetings.</p> <p>Another comment received in the survey was the need for more access to electronic healthcare records. SM stated that this requires an agreement with OUH. He can direct people to the right contacts for that and once the agreement is in place, he can assist with the data access. ACTION: Contact SM if you require help with this.</p>
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Agenda Item 5	
AOB	<p>PMC asked if the links to the AI Network webpages, Staff Gateway page and Teams channel could be circulated. ACTION: LK to circulate links with the minutes.</p>

Agenda Item 6	Actions	Decision / Outcome
	<ol style="list-style-type: none"> 1. ALL to email LK with suggestions/potential speakers for Surgical Grand Round. 2. LK and BA to create a document detailing the network members - NEW 3. BZS to contact Research Data Oxford team – NEW 4. DW to speak with Andy Blake - NEW 	<ol style="list-style-type: none"> 1. External speaker booked for Michaelmas term 2.
	<ol style="list-style-type: none"> 1. MD and LK to create an online questionnaire with questions (inc. video storage) to share with the network. 2. MD to contact IT Services/MSD IT about joining a future meeting. 3. MD and PM to discuss data audit with Jo Snoeck. 	<ol style="list-style-type: none"> 1. Survey circulated and results summary shared 2. ONGOING 3. ONGOING

Agenda Item 7	Date of next meeting
	To arrange for June 2025