

School of Mathematical Sciences School Meeting

Notes and Actions from Meeting held on 13 June 2022

Present: David Arrowsmith (DA), Oscar Bandtlow (OB), Adrian Baule (AB), Hamida Begum (HB), Shabnam Beheshti (SB), Martin Benning (MB), Prajamitra Bhuyan (PB), Dale Breame (DB), Manyi Christofoli (MC), Alex Clark - Chair (AC), Sarah Condron (SC), Sebastian Del Bano Rollin (SDBR), Janet de Wilde (JDW), Lei Fang (LF), Matt Fayers (MF), Pau Figueras (PF), Alex Fink (AF), Stephanie Fuller (SF), Claudia Garetto (CG), Alexander Gnedin (AG), Mahdi Godazgar (MG), Ilya Goldsheid (IG), Jamie Griffin (JG), Arthur Guillaumin (AG), Oliver Jenkinson (OJ), Mark Jerrum (MJ), Wolfram Just (WJ), Vito Latora (VL), Silvia Liverani (SL), Megan Liddle (ML), Anna Maltsev (AM), Charalampos Markakis (CM), Hugo Maruri-Aguilar (HMA), Jade Mills (JM), John Moriarty (JM1), Ian Morris (IM), Vincenzo Nicosia (VN), Behrang Noohi (BH), Fatemah Parsa (FP), Viresh Patel (VP), Maria Patsou (MP), Nicola Perra (NP), Elisa Piccaro (EP), Thomas Prellberg (TP), Simon Rawstron (SR), Felipe Rincon (FR), Abhishek Saha (AS), Shu Sasaki (SS), Mira Shamis (MS), Arick Shao (AS1), Primoz Skraba (PS), Dudley Stark (DS), Chris Sutton (CS), Ivan Tomasic (IT), Pedro Vergel (PV), Juan Valiente Kroon (JVK), Mark Walters (MW), Linus Wunderlich (LW), Andrea Young (AY), Jo Young (JY)

Apologies: Christian Beck (CB), Katy Clough (KC), Steve Coad (SC1), Felix Fischer (FF), Rosemary Harris (RH), Rainer Klages (RK), Michael Phillips (MP1)

Secretary: Sarah Condron (SC)

Minute	Summary of Agreed Actions	Who	When	Progress
13.06.22 – 3.1	Volunteers to share academic offices to contact JY/AC	All	ASAP	
13.06.22 – 3.2	Academic staff to attend register attendance at 26 July graduation ceremony subject to availability	All	By 29 June	
20.09.21 – 6.1	SC to liaise with JM for next meeting agenda.	SC	Next meeting	Ongoing
10.01.22 – 4.1	JY to provide an update on Telephony Consultation in April 2022.	JY	Next meeting	Ongoing

Agenda Item	Reports and Actions	Who	When
1. Apologies & Notes and Actions from	<p>Apologies</p> <ul style="list-style-type: none"> • Rosemary Harris • Felix Fischer 		

<p>the Previous Meeting</p>	<ul style="list-style-type: none"> • Christian Beck • Michael Phillips • Katy Clough • Rainer Klages • Steve Coad 		
<p>2. New Starters and Leavers</p>	<p><u>New Starters</u></p> <ul style="list-style-type: none"> - Melania Nica – Senior Lecturer in Actuarial Science - 01.08.22 - Shengwen Wang – Lecturer in Geometric Analysis - 15.08.22 - Argyro Mainou – Teaching Fellow - 01.09.22 - Subhajit Jana – Lecturer in Number Theory - 01.09.22 - To be announced – Reader in Mathematical Sciences – 01.09.22 - Kostas Papafitsoros – Lecturer in Mathematical Sciences – 01.09.22 - Matteo Iacopini – Lecturer in Statistics – 01.09.22 - To be announced – Lecturer in Mathematical Sciences – 15.09.22 - To be announced – Senior Lecturer in Mathematical Sciences – 01.10.22 - Ming Ng – Postdoctoral Research Assistant (working with Ivan and Behrang) – 01.10.22 - Hong Qi – Lecturer in Mathematical Data Sciences – 02.01.23 - Tarek Anous – Lecturer in Mathematical Sciences – 16.01.23 <p><u>Welcome</u></p> <ul style="list-style-type: none"> - Nicola Perra – Reader in Applied Mathematics - 01.05.22 - Viresh Patel – Lecturer in Optimisation - 01.06.22 - Hamida Begum – Student Support Officer – 11.04.22 <p><u>Leavers</u></p> <ul style="list-style-type: none"> - Christopher Evans – Research Assistant (working with Huy and Reto) - 31.05.22 - Biplab Paul – Postdoctoral Research Assistant (working with Abhishek) – 16.06.22 - Elisa Piccaro – Research Manager – 27.06.22 - Jia-Chen Hua – Postdoctoral Research Assistant (working with John Moriarty) – 30.06.22 - Michèle Levi – STFC Research Fellow – 30.06.22 		

<p>3. Head of School Update</p>	<p><u>Office Allocation</u> Thanks was given to those having offered to share offices. The deadline has now passed and there is a need for 4 more empty offices to accommodate all staff. AC and JY will be working on this by reviewing the pool of current volunteers and their constraints; further updates will be given shortly. Anyone still wishing to volunteer to share was asked to contact to AC or JY. If the required number of offices cannot be reached, AC and JY will be in touch again. ACTION: Any additional volunteers to share academic offices to contact JY/AC</p> <p><u>Graduation</u> Timings for graduation on 26 July 2022 are: 1pm – All BSc courses excluding BSc Mathematics; PGR Students 4pm – BSc Mathematics; students from EECS and SEMS.</p> <p>AC encouraged Academic Staff to join in the ceremony procession and reminded them to fill in this form by 29 June 2022 to register and order a gown. AC also confirmed that a reader is required for the ceremony and volunteers should contact him. TP volunteered during the meeting. ACTION: Academic staff to attend 26 July graduation ceremony where possible and register attendance online.</p> <p><u>Flexible Research Funds and Research Enabling Funds</u> The proposal AS put forward in last meeting (the sharing of FRF and REF funds) was approved and is now in place. Funds are confirmed for one PhD studentship to start in the next academic year. Following a meeting with Dean for Research, it was suggested that there may be a way to obtain matching funds from the Faculty to support studentships in the future.</p> <p><u>Hainan Programme</u> Martin Benning (MB) has been leading on the School’s contribution to the Hainan Programme development and shared a presentation with the School. He reported that the Programme has received approval from the Chinese Ministry of Education.</p> <p>The Hainan Programme is a collection of three (possibly four) transnational graduate programmes. They are jointly developed and delivered by QMUL and Beijing University of Post and Telecommunications (BUPT) and will take place in Hainan, China starting September 2022.</p> <p>The goal is to attract 90 students in the first year and 100 per year subsequently, therefore a student population of 1200.</p> <p>The three (four) programmes are:</p>	<p>All</p>	<p>ASAP</p>
		<p>All</p>	<p>By 29 June</p>

	<ul style="list-style-type: none"> - Digital Media Technology (Digital Music & Sound) – QMUL development lead by EECS. - Intelligent Biomedical Engineering – QMUL development lead by SBBS. - Information and Computational Science – QMUL development lead by SMS. - Possible fourth programme – Intelligent Science and Technology. <p>MB stated the university is currently in the process of finishing paperwork for 16 June for external advisor scrutiny. The paperwork consists of a programme proposal for the programme specification and module proposal forms which will be submitted to the Taught Programmes Board (TPC).</p> <p>Presentation slides titled ‘Hainan Joint Educational Institution (JEI)’ for further in-depth information of the programme will be circulated with the notes.</p> <p><u>Applied Data Analytics</u> Applications have opened for the Applied Data Analytics programme. A webinar took place last week with 140 participants with a further webinar scheduled for this week. There have been approximately 20 completed applications in the first few weeks with many incomplete still to be submitted. The quality of the applications is high with some applicants having published material.</p> <p>AC thanked MB and AG for providing feedback to PS.</p> <p>The Applied Data Analytics team is still on track for a start date of September 2022. Any queries about the programme or applications should be directed to PS.</p> <p><u>Me+We</u> AC thanked FR for his part in launching ‘Me+We’, the newly launched mental health/wellbeing initiative in the School. KH and SC are also closely involved.</p> <p><u>QMSU Education Award</u> AC congratulated CS for obtaining a QMSU Education Award in the category ‘Education for Sustainable Development’.</p>		
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<p>4. Education Update</p>	<p><u>SB reported that, further to her discussion at the recent Town Hall meeting, her aim is to implement changes over the next 3-5 years starting with the following for the 2022/2023 academic year:</u></p> <p><u>UG (BSc, MSci)</u></p> <ul style="list-style-type: none"> - to simplify and upgrade across all 11 UG degrees. - to provide better delivery/operations with a view to improve over overall student experience. - to set compulsory modules, make the curriculum more challenging from year one. <p><u>PGT (MSc)</u></p> <ul style="list-style-type: none"> - to establish SMS as an 'Analytics Hub' and revitalise MSc Maths. - to grow the PGT cohort. - to roll out Coursera MSc, streamline on-campus provision, introduce new MSc programmes. <p>Presentation slides titled 'SB Education Update Presentation Slide 13.06.22' with further details of Taught Programmes 2022/2023 will be circulated <u>d</u> with the notes.</p> <p>There is a preliminary timetable available for all modules. The teaching space allocated to some modules may not have the capacity required for the expected number of students. The IT lab provisions are to be reviewed to ensure everyone has a lab that requires one for their seminar hour. SB will circulate the preliminary timetable shortly. Lecturers were asked to provide feedback/comments to SB and SR in relation to the space and time given to allow a finalised version to be given to the timetabling team.</p> <p>There is significant pressure to reduce the quantity of in term assessment. SB will be meeting with each of the year groups to discuss the different years of modules at UG levels where the volumes are high to reduce the interim assessment in ways that are meaningful to the modules.</p> <p>SB is striving to bring all exams back on campus rather than online. SB asked any staff who do <i>*not*</i> require their exams to take place in person to let her know.</p>		
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<p>5. Curriculum Enhancement Roadshow</p>	<p>Janet de Wilde (JDW) and Stephanie Fuller (SF) from the Queen Mary attended the meeting to present on the Curriculum Enhancement Project. The project has been running since early 2021 and has three work streams:</p> <ul style="list-style-type: none"> - Assessment & Feedback - Graduate Attributes - Inclusive Curriculum <p>The three work streams are interrelated and offer three starting points to engage with all areas. This project has been created with students and Academics across all faculties.</p> <p>The three work streams are interrelated and engagement with one will naturally lead on to another stream. Any area can be chosen as a starting point.</p> <p><u>Assessment and Feedback</u> There has been development of two toolkits:</p> <ul style="list-style-type: none"> - Assessment - Feedback. <p>These toolkits are staff facing and practical developed by academic & professional staff and students to provide a varied range of perspectives.</p> <p><u>Graduate Attributes</u> This work stream is geared towards the review and update of graduate attributes at QM. The working group has established a framework which will be rolled out almost the University during the next academic year:</p> <ul style="list-style-type: none"> - Review disciplinary and interdisciplinary requirements - Identify employer requirements - Embed Queen Mary values and behaviours - Co-create with students <p>Over the course of the project a pilot has taken place with BSc Biomedical Sciences with the following results: Ideas for updating attributes:</p>		

	<ul style="list-style-type: none"> • Employability skills are present in the curriculum but not articulated • QMUL values and behaviours: sustainability and academic conduct <p>Ideas for enhancing the curriculum:</p> <ul style="list-style-type: none"> • Embedding of attributes • Highlighting and signposting of attributes to students <p><u>Next steps and support available:</u></p> <ul style="list-style-type: none"> - Curriculum Enhancement project outcomes will be incorporated with existing QMUL processes. - Continuation of gathering case studies and examples of good practice. <p>Presentation slides titled 'Curriculum Enhancement Roadshow' will be circulated with the notes for further in-depth information.</p> <p>Staff were encouraged to contact qmacademy@qmul.ac.uk with requests for support with bespoke workshops, webpages/toolkits or consultancy</p> <p>All resources are available on the Queen Mary Academy website: Resources - Queen Mary Academy (qmul.ac.uk)</p>		
<p>6. Export Policy Control Presentation</p>	<p>Manyi Christofoli (MY), Director of ICUK attended the meeting to present on Export Control and Trusted Research legislation MY explained all QM employees have a role to play in managing risks and ensuring compliance:</p> <p>Senior Executive Team responsibilities include</p> <ul style="list-style-type: none"> - Setting policies - Monitoring risks - Raising awareness at all levels <p><u>Overall responsibility</u></p> <ul style="list-style-type: none"> - Stephen Ford, Associate Director for Research Operations <p><u>Operational responsibility</u></p> <ul style="list-style-type: none"> - Vacant, Export Controls Manager <p><u>Research Leadership</u></p> <ul style="list-style-type: none"> - HoS, DoR & Research Deans (raising awareness, ensuring researchers follow procedures) 		

	<p><u>Researchers</u></p> <ul style="list-style-type: none"> - Following procedures <p>Trusted Research is protecting the UK’s intellectual property, sensitive research, people and infrastructure from potential theft, misuse, and exploitation. It applies to research collaborations with organisations or partners with links to nations whose democratic or ethical values are different to the UK.</p> <p>As Export Policy Control is a piece of legislation violations could lead to civil and criminal penalties, media and political pressure to cut overseas links, negative impact on research links and numbers of overseas students, and undermining confidence of industry and government partners.</p> <p>Controlled items include equipment, components, material & chemicals, biological agents, software and technology and data.</p> <p>What is meant by export/transfer:</p> <ul style="list-style-type: none"> - Physical exports - Electronic transfers - Hand carrying - US controlled items - Sanctions <p>There is an online training module soon to be on QMPlus, please contact yp-trustedresearch@qmul.ac.uk for any queries.</p> <p>Slides titled ‘Export Policy Control’ with more in-depth information will be circulated with the notes.</p>		
<p>7. Any other business</p>	<p>Our Athena Swan application was submitted at the end of May 2022. The panel will meet at the end of July with results being given by August. If required, the panel will give QM 8 weeks to fulfil any recommendations. CG will update in due course. Thank you goes to the working group & HR EDI team for their involvement in the application.</p> <p>The School is hoping to organise an end of year BBQ, confirmation to follow.</p>		
<p>8. Date of next meeting</p>	<p>Dates for the academic year 22/23 are to be confirmed in due course.</p>		