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Professor Boris Khoruzhenko
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School of Mathematical Sciences
Research Committee
Notes and Actions from Meeting held on 26 February 2019

Present: Christian Beck (CB), Ginestra Bianconi (GB), Reto Buzano (RB), Matt Fayers (MF), Sasha Gnedin (SG), Mark Jerrum (MJ) (Chair) (DoR), Boris Khoruzhenko (BK), Rodrigo Panosso Macedo (RPM), Abhishek Saha (AS) (DDoR), Juan Valiente-Kroon (JVK).

Apologies: Bill Jackson (BJ), John Moriarty (JM), Jo Young (JY).

Secretary: Elisa Piccaro (EP) (RM).

Minute	Summary of Agreed Actions	Who	When	Progress
27.02.2019 – 4i	The Chair will feedback to the library requesting more flexibility in the budget between books and journals.	**Chair**	**Next RC**	DONE 04/03/2019
27.02.2019 – 4ii	The Chair will liaise with JY about the possibility of using underspent books budget on journals.	**Chair**	**Next RC**	
27.02.2019 – 6	Final guidance, panel guidance and short summary of changes to be made available on the QMplus page.	**RM**	**ASAP**	DONE 05/03/2019
27.02.2019 – 7	Make the impact-related publications available on the QMplus page.	**RM**	**ASAP**	DONE 05/03/2019
27.02.2019 – 9i	Emily to liaise with RM about what is possible in terms of having the group's members listed in order (academics, PDRAs, PhDs).	**HoGs**	**Next appraisal**	
27.02.2019 – 9ii	Emily to liaise with the RM about having the list of publications appearing on the group's page.	**Chair**	**Next RC**	

Agenda Item	Reports and Actions	Who	When
1. Minutes of the meeting held on 27 November 2019	REPORTED: The minutes from the meeting held on 27 November 2019 were approved.		
2. Matters arising	REPORTED: **Action 27.11.18 – 2i. Discuss multiple affiliations at the next RC meeting.** This item was discussed as part of the agenda for the meeting. **Action 27.11.18 – 2ii. JM to decide if this is feasible and coordinate the work.** John did not attend the meeting and did not update the committee about this action yet. **Action 27.11.18 – 3i. Look at the draft REF guidance and find information about supplementary material. Can supplementary material be submitted to the REF?** **Yes supplementary material has to be submitted. The final guidance has now been published and this is detailed as follows:** 265. Each of the following is required where applicable to the output: … … l. Supplementary information: the DOI (or other URL, if no DOI is available) for any supplementary information published alongside an output. … … This is on page 61 and 62 here https://www.ref.ac.uk/media/1092/ref-2019_01-guidance-on-submissions.pdf **Action 27.11.18 – 3ii. Academics to be reminded that the REF scores are not and should not be taken into account in promotions.** This action for the HoS is for March 2019. The HoS will remind academics. **Action 27.11.18 – 3iii. HoGs to remind academics that the REF scores are not and should not be taken into account in promotions during their appraisals.** This action is for the HoGs and should be completed by the next appraisal round. The Chair added that this point has been advertised widely across the School. **Action 27.11.18 – 5. The Chair to liaise with the Library and Faculty to understand when the allocation is made every year and how it is**		

	possible that it has already been spent. This item was discussed as part of the agenda for the meeting. **Action 27.11.18 – 6. RM to liaise with Megan Liddle about the application form for sabbatical leave and whether there is reference to teaching and administration duties.** There is no reference to teaching and administration duties in the sabbatical leave form. The advice after the sabbatical leave round just finished is that we could run the process so that the cases would be presented better. The Chair will liaise with BK and Megan Liddle about this.		
3. David Lee intro as Deputy Vice Principal - Research (Enterprise)	REPORTED: David Lee did not attend the meeting and we will invite him to the Research Committee on 26 March.		
4. Library – APC	REPORTED: There was no detailed suggestion in the Library White Paper document that was distributed about the management of the funds and the trade between funding for books and journals. The Chair will feedback to the library requesting more flexibility in the budget between books and journals. The Chair also reported that it is an Institutional decision to use the UKRI annual block grant to pay for Open Access charges only and not the APC charges. The School does not have a dedicated fund to pay for APC charges and no authors are requested to challenge the APC charges with the publishers. The RM summarised what the library told her about the spending of the block grant started in April 2018 and that was spent in full by October 2018. They said that: - The previous year the grant was underspent by £18,000, - QMUL received a slightly higher award compared to the previous year, but it was lower than in previous years, - UKRI's specific preference is for paying for gold where we have money available, it's part of the terms that we sign on behalf of the institutions, and we are therefore required to follow it. - The biggest spending is in EECS. - In years 1 and 2 of the RCUK block grant, the library used an allocation model based on the number of awards in each school; this resulted in a significant underspend and they therefore moved to first-come, first-served from year 3 after consultation with Bill Spence. - Each year, we review how the spending has worked in the previous years and then put forward recommendations to VP Research concerning how to proceed. DISCUSSED:		

27.02.2019 – 4i 27.02.2019 – 4ii	The Committee agreed that the OA fee should be paid when the journal does not offer Green access but only Gold so academics should use the Green option when available. Some HoGs also thought that when academics publish in aspirational journals, then funding should be available to pay the open access fee. However, as we know the open access block grant is only available to cover academics who are funded by the research councils and not all academics. The committee agreed that the Project Euclid should increase the number of journals that we are subscribed to, so this would be a good step forward. ACTION: The Chair will feedback to the library requesting more flexibility in the budget between books and journals. ACTION: The Chair will liaise with JY about the possibility of using underspent books budget on journals.	**Chair** **Chair**	**Next RC** **Next RC**
5. Multiple affiliation	REPORTED: The Chair asked the Committee when they think that multiple affiliation should be permitted. DISCUSSED: The HoGs think that sometimes adding an affiliation (ATI for instance) could be beneficial in increasing the visibility of the output and the number of citations. Can the School/Institution say to academics that they are not allowed to add a second affiliation? Of course this becomes important in case when the second affiliation will be submitting to the REF.		
6. Final REF 2021 guidance	REPORTED: The final guidance was sent out with the invitation to the RC meeting and will be posted on the QMplus intranet. Moreover the panel guidance and a short document with the main changes will also be sent to the committee and made available on the QMplus page. One important change that was made was with respect to papers that were published in final form after Jan 2014 but appeared in pre-print (on ArXiv for instance) before. These can now be submitted to the REF, as always each paper can only be submitted to only one REF. Another change was made with respect to open access compliance. If the accepted version of a paper was deposited on ArXiv, the link to this open access repository is accepted for compliance. The Chair explained how we can submit outputs for academics who have		

27.02.2019 – 6	left the School (their best outputs of course) and they are not counted towards the total FTE. ACTION: Final guidance, panel guidance and short summary of changes to be made available on the QMplus page.	**RM**	**ASAP**
7. REF Impact 27.02.2019 – 7	REPORTED: The RM reported (on behalf of JM) that: - The School is currently in the process of scoring our impact case studies (to be done by end of March) for the current REF dry run. - We have recently been sent several impact-related publications and these will be made available online on the QMplus page - On the 5 June 2019 there will be an impact event at QMUL on "Parliament for Researchers". For this there are 10 tickets available for QMUL academics. They are looking for academics that would particularly benefit from learning how to work with Parliament in the effort to make policy impact. The Chair added that academics who think their research is generating REF impact should talk to JM in the first instance. ACTION: Make the impact-related publications available on the QMplus page.	**RM**	**ASAP**
8. PGR recruitment	REPORTED: The DPGR RB thanked the academics and HoGs involved for your involvement with the Opportunities Day and the recruitment process. The School has made 13 offers so far. 4 EPSRC studentships, 2 Principal's (plus 2 if we receive letters of support from industrial partners), 7 SMS (we over allocated by 2). There were many excellent candidates that unfortunately were not offered studentships. This year the School's preference was to support early career researchers, so some experienced staff who had awards in previous years were not awarded studentships this year. The DPGR added that there is still a chance to get some good students on boards if others reject our offer and/or if we receive letters of support from industrial partners. This year we had about 140 applications which is a large increase with respect to previous years. We have learnt that more time to run the recruitment process would be favourable. However, a small delay on our process could mean a much longer delay for admissions making the offers. DISCUSSION: One suggestion was to start interviewing candidates that apply much earlier and then run a second interview in February. The ATI studentship process was a problem because it had an earlier		

	deadline. We put an excellent student forward but he was not selected by College. The S&E Faculty has the most number of fellows across QM but still the three candidates selected were one per faculty. This seems unreasonable.

MJ on behalf of BJ reported that in his research group there was a bottleneck of supervisors as only one or two supervisors were nominated by all candidates, even for projects that other supervisors could supervise.
RB commented that this happens in other groups too. | | |
| 9. Research webpages | Emily Pickett gave an overview of the main problems with the research webpages (inconsistency across the research groups, information out of date, empty rows in tables, etc). She also showed how she has changed them to have a consistent structure (with the same information) within the OneWeb format.
These pages will be made live in the next weeks and the HoGs and editors will be given some summary instructions about the content and how to edit it.

<mark style="background-color:#00ff00">DISCUSSION</mark>:
The HoGs would prefer to have the HoG and academics listed first, with PDRAs and PhD students following, instead of having the people listed in alphabetical order.

Also it would be good to have the list of publications from the members of each group appearing on the group's page.

<mark style="background-color:#ffff00">ACTION:</mark> | | |
| 27.02.2019 – 9i | Emily to liaise with RM about what is possible in terms of having the group's members listed in order (academics, PDRAs, PhDs). | **RM** | **ASAP** |
| 27.02.2019 – 9ii | Emily to liaise with the RM about having the list of publications appearing on the group's page. | **RM** | **ASAP** |
| 10. Any other business | The Chair reported that we currently have 10 academics as part as the EPSRC Peer Review College. More academics are encouraged to join.
JV commented that he is part of it and it is very informative to be part of the panels.

RB reported that some PGRF applications have recently been rejected for students who applied listing AirB&B as accommodation suppliers. KeyTravel should be used instead. | | |
| 11. Date of next meeting | The date of the next meeting was confirmed as *26 March 2019.* | | |