

School of Mathematical Sciences
Research Committee
Notes and Actions from Meeting held on 09 October 2018

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

Apologies: Jo Young (JY)

Secretary: Elisa Piccaro (EP) (RM)

| Minute | Summary of Agreed Actions | Who | When | Progress |
|----------------|--|-------|-----------------------|----------|
| 09.10.18 – 2i | EP to report to the RC about this web initiative. | EP | ASAP | |
| 09.10.18 – 2ii | Circulate Terms of reference and membership to the committee. | EP | ASAP | |
| 09.10.18 – 3 | If SMT agreed to this policy EP will include it in the fortnightly email about the funding opportunities to the academics. | EP | Wait for SMT approval | |
| 09.10.18 – 4 | Get SMT support for the change of name of the Algebra research group. | Chair | Next SMT | |
| 09.10.18 – 5i | Check if we are still allowed to waive the fees for students who do not have a funding body prepared to pay. | EP | ASAP | |
| 09.10.18 – 5ii | What is the requirement for students who will come under the Erasmus Mundi umbrella? Will they need to pay the fees? | EP | ASAP | |
| 09.10.18 – 6 | The Committee will start thinking what we can have in place at School level to avoid the problem of multiple affiliations. When is it reasonable to have one and how will the School be able to check? | All | Future RCs | |
| 09.10.18 – 8i | Find out what ICS Leeds are advertising on the web (if old ones or ongoing ones that they will submit to REF2021). | Chair | ASAP | |
| 09.10.18 – 8ii | Talk to SMT about this and decide whether to add an impact section to the Research webpages. | Chair | ASAP | |
| 09.10.18 – 10 | Feedback about this Code of Practice should be sent to EP and the Chair by 22 October 2018. | All | 22/10/18 | |

| | | | | |
|-----------------|---|-------|------|--|
| 09.10.18 – 11i | The School timetable to better accommodate seminars, tutorials and caring responsibilities should be discussed at SMT since it involves teaching as much as it does research. | Chair | ASAP | |
| 09.10.18 – 11ii | HoGs were asked to think about gender balance when inviting speakers to give a seminar. | HoGs | ASAP | |
| 09.10.18 – 12i | MJ to liaise with Paul about dates/times. | Chair | ASAP | |
| 09.10.18 – 12ii | The Chair asked the committee to identify themes for each RC meeting. Ideas should be sent to the Chair. | All | ASAP | |

| Agenda Item | Reports and Actions | Who | When |
|--|---|-----|------|
| 1. Minutes of the meeting held on 13 June 2018 | REPORTED: The minutes from the meeting held on 27 February 2018 were approved. | | |
| 2. Matters Arising | REPORTED: Action 27.02.18-1 The Chair has tried to liaise with the SMS library representative about the journal subscription and library underspend. No action was taken by the rep. The Chair is now liaising with the School Manager and Finance and Facilities Officer about this. It was reported that although there may be a large underspend in books, it is not clear whether the budget dedicated to students can be spent on research. Also, students should be supported by the School with more books (also in electronic form being available in the library). Action 13.06.18 – 1. Potential cases should be reported to EP. Action 13.06.18 – 2. This is part of the web initiative. EP will liaise with JY about this and report to the committee. Action 13.06.18 – 4. This is work ongoing and Emily Pickett is leading on it. Action 13.06.18 – 5. HoSAG no longer meets. Action 13.06.18 – 6. This is part of the main agenda. Action 13.06.18 – 7. Terms of reference and membership will be circulated to the RC. DDoR will be added to the list of members. | | |
| 09.10.18 – 2i | ACTION: EP to report to the RC about this web initiative. | EP | ASAP |
| 09.10.18 – 2ii | ACTION: Circulate Terms of reference and membership to the committee. | EP | ASAP |
| 3. Managing the research grant application process | REPORTED: - The Chair reported that DDoR will stand in for DoR to cover some tasks. These will be specified on a yearly basis. This year DDoR will look at facilitating grants application and pipeline of research grants. - DDoR summarised the main aspects of the document that was circulated. DISCUSSED: - It was agreed that we will be flexible in cases when there is a collaboration with other Institutions involved in the submission. However, the DDoR will want to overview the submission, and the QM budget will | | |

| | | | |
|--|---|-------|-----------------------|
| 09.10.18 – 3 | <p>need to be prepared on time so that resources are known and approvals won't be left to the last minute.</p> <p>- The policy will be followed and pressure on management will be minimised in this way.</p> <p>ACTION: If SMT agreed to this policy EP will include it in the fortnightly email about the funding opportunities to the academics.</p> | EP | Wait for SMT approval |
| 4. Research Group structure | <p>REPORTED:</p> <p>- The Committee agreed that the research group structure works adequately.</p> <p>- The Committee supported the decision of the Algebra group to be renamed 'Algebra and Number Theory'.</p> | | |
| 09.10.18 – 4 | <p>ACTION: Get SMT support for the change of name of the Algebra research group.</p> | Chair | Next SMT |
| 5. Fees for visiting PhD students | <p>REPORTED:</p> <p>- The School already responded to this query by the College as the deadline was before this RC meeting.</p> <p>- RB reported that all visiting PhD students who will be here at QM for over 3 months will be asked to pay £100 per month in fees via their funding body. SMS had the policy in place already but so far we always waived this requirement.</p> | | |
| 09.10.18 – 5i | <p>ACTION: Check if we are still allowed to waive the fees for students who do not have a funding body prepared to pay.</p> | EP | ASAP |
| 09.10.18 – 5ii | <p>ACTION: What is the requirement for students who will come under the Erasmus Mundi umbrella? Will they need to pay the fees?</p> | EP | ASAP |
| 6. Multiple affiliations on journal articles | <p>REPORTED:</p> <p>- The Chair reported how from time to time the School is made aware of academics publishing papers with multiple affiliation. In various cases this seems unfair to QMUL and will become a real problem in REF 3 when additional affiliations are REF submitting Institutions. Given that some papers may take years to be published, this is something that the School needs to start thinking about already now.</p> | | |
| 09.10.18 – 6 | <p>ACTION: The Committee will start thinking what we can have in place at School level to avoid the problem of multiple affiliations. When is it reasonable to have one and how will the School be able to check?</p> | All | Future RCs |
| 7. REF Impact | <p>REPORTED:</p> <p>- JM reminded the committee that if are aware of research that is likely to produce REF impact, then they should make him aware of it.</p> <p>- A new IAA call may be out soon internally to QMUL.</p> | | |

| | | | |
|---|---|---------------------------|-------------------------|
| <p>8. Research impact cases for publicity purposes</p> <p>09.10.18 – 8i</p> <p>09.10.18 – 8ii</p> | <p>REPORTED:</p> <ul style="list-style-type: none"> - The Chair reported that other maths departments in the UK (Leeds being one of them) are advertising their impact cases on the web. The Committee should be thinking whether there is a scope to advertise our impact cases on the webpage and if so which ones? <p>DISCUSSED:</p> <ul style="list-style-type: none"> - JM commented that we could advertise our current ICS on the web, so that the maths panel will already be aware of these before the REF2021 submission. - BK commented that this could be also beneficial for the School, the impression that we give to the outside world, and may positively affect the student recruitment. - EP added that some Schools at QMUL also have a page on Impact. <p>ACTION: Find out what ICS Leeds are advertising on the web (if old ones or ongoing ones that they will submit to REF2021).</p> <p>ACTION: Talk to SMT about this and decide whether to add an impact section to the Research webpages.</p> | <p>Chair</p> <p>Chair</p> | <p>ASAP</p> <p>ASAP</p> |
| <p>9. REF 2021 – consultation on draft guidance and summary of key dates and definitions</p> | <p>REPORTED:</p> <ul style="list-style-type: none"> - A document with main REF dates and definitions was circulated. - In September the School responded to a consultation on the REF draft guidance (available online). The main cause of concern for SMS were Paragraphs 248, 249. These forbid the submission of outputs that appeared, e.g., as arXiv preprints or in conference proceedings before 1st January 2013. This problem already arose during REF14. A partial response was made giving one year grace. - Some of our outputs are invalid because of this and we have expressed concerns to College as a reply to the consultation. Our main argument is that Open Access should be encouraged. In 2014 the panel did not look into this too much. Also, this could be a problem of fairness with some Institutions wanting to be less honest thinking that the panel will not be in a position to check all outputs. - The academics are still encouraged to add their outputs to arXiv, and we will wait for more input to come from the REF final guidance in 2019. | | |
| <p>10. REF2021 - QMUL interim Code of Practice</p> | <p>REPORTED:</p> <ul style="list-style-type: none"> - A document with a draft Code of Practice was circulated to the Committee. - The Chair explained that there are probably two purposes to this. First of all it will protect the College against appeals from academics at the time of the final REF submission. Also, the document is meant to inform REF about QM fairness and transparency about policies and what we have in place at College level to overview the REF process. | | |

| | | | |
|--------------------------|--|--------------|-----------------|
| 09.10.18 – 10 | ACTION: Feedback about this Code of Practice should be sent to EP and the Chair by 22 October 2018. | All | 22/10/18 |
| 11. Timing of seminars | <p>REPORTED:</p> <ul style="list-style-type: none"> - The Chair reported that Athena SWAN encourages that all meetings should happen in core hours between 10am and 4pm to make them more accessible to people with caring responsibilities. <p>The Chair also expressed the problem that some academics face when they have overlap of their group's seminar with a scheduled tutorial and how this may affect as many people as the ones with caring responsibilities. The School Colloquium will be moved to 3pm on Wednesday afternoon from February 2019 onwards.</p> <p>DISCUSSED:</p> <ul style="list-style-type: none"> - It was discussed how difficult it is at the moment to accommodate all academics' requests from a timetabling point of view. A solution around this would be to agree only a couple of criteria for requesting time off teaching, for instance if one has caring responsibility or one seminar that they wish to attend. With fewer criteria it may be possible to accommodate staff around the teaching timetable. - It was discussed how the attendance of external people may also decrease if the time will be restricted between 10am and 4pm. - The committee agreed that if academics in each research group could have no teaching/tutorials during their group's weekly seminar, then the seminars should be moved to be during core hours. - HoGs were asked to think about gender balance when inviting speakers to give a seminar. Each seminar series should have female representatives. If there is a problem of funding then the School may be able to increase funding to invite international female speakers. | | |
| 09.10.18 – 11i | ACTION: School timetable to better accommodate seminars, tutorials and caring responsibilities should be discussed at SMT since it involves teaching as much as it does research. | Chair | ASAP |
| 09.10.18 – 11ii | ACTION: HoGs were asked to think about gender balance when inviting speakers to give a seminar. | HoGs | ASAP |
| 12. AOB | - 1:1 with HoGs: these are continuing but with MJ instead of BK. This is in line with the new structure. | | |
| 09.10.18 – 12i | ACTION: MJ to liaise with Paul about dates/times. | Chair | ASAP |
| 09.10.18 – 12ii | ACTION: The Chair asked the committee to identify themes for each RC meeting. Ideas should be sent to the Chair. | All | ASAP |
| 13. Date of next meeting | The date of the next meeting was confirmed as 27 November 2018 . | | |