

HoDoMS

HEADS OF DEPARTMENTS OF MATHEMATICAL SCIENCES IN THE UK

Combined Committee and
Board of Directors Meeting

Confirmed minutes of the Committee Meeting held at 11:00 on Thursday 9 January 2020 in room 32L 1.05, 32 Lincoln's Inn Fields, London School of Economics and Political Science, London

Present:

Philip Aston (PA)	<i>Chair and Director</i>
Steve Langdon (SL)	<i>Vice-Chair</i>
Mary McAlinden (MM)	<i>Secretary</i>
Jan van den Heuvel (JVH)	<i>Treasurer and Director</i>
Ruth Fairclough (RF)	
Jon Forster (JF)	RSS
Kevin Golden (KG)	
Michael Grove (MG)	IMA
Cathy Hobbs (CH)	<i>Immediate past Chair and Director</i>
Matthias Maischak (MMai)	
Nick Monk (NM)	
John Parker (JP)	LMS
Anke Wiese (AW)	

Apologies:

Gavin Gibson (GG)	EdMS
Owen Jones (OJ)	ORSoc
Paul Milewski (PM)	
Lindsay Walsh (LW)	CMS

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	Preliminaries	
	The Chair welcomed everyone to the meeting.	
1.	Apologies for absence	
	These are noted above.	
2.	Minutes of the meeting on 11 September 2019 and 9 April 2019	
	The minutes of the 9 April 2019 meeting were approved. The minutes of the 11 September were approved, subject to the addition on an apology from the Edinburgh Mathematical Society (EdMS) representative. It was noted that Professor Gavin Gibson had taken over from Professor Ineke de Moortel as the EdMS representative.	
3.	Matters arising not otherwise covered on the agenda	
	<p>The Treasurer's summary of the accounts up to 31st August 2019, which have to be filed for the CLG by 14 May 2020, were still outstanding.</p> <p>The Chair presented a summary of the conference feedback which was overwhelmingly positive. This was followed by a Committee discussion of individual suggestions raised by the feedback.</p> <p>It was reported that it was found not to be practical for the ICMS to help with setting up a general HoDoMS email address.</p> <p>It was noted that the presentations from the September Course for Heads were now on the website.</p> <p>All other actions were completed or were included as full items on the agenda.</p>	Action JVH
4.	Chair's communications report	
	<p>It was noted that since the last meeting the Chair had been chasing the ICMS for a signed contract for HoDoMS work. He had arranged for conference speakers and had been having discussions about the next Chair of HoDoMS.</p> <p>Four HoDoMS email addresses had been set up but these were found to have issues, as emails sent from these addresses are directed to Junk email folders, and as such were unusable for sending email. They could however be used for receiving emails.</p> <p>The Chair reported that he and the Secretary had looked at the HoDoMS archive and has been having discussions about the best way to deal with this. The matter was covered later in the agenda.</p>	
5.	Conference Planning	
	It was noted that the ICMS had indicated that they were happy to provide support for the HoDoMS conference and that a person at the ICMS had been identified to help with this. A new contract had been drafted, but to date the ICMS had not signed it, even though a reminder had been sent.	

	<p>It was agreed that it was important to get the registration for the conference opened soon and that this should coincide with the request for subscriptions. It was agreed that the Treasurer would propose the conference fee, based on the cost information available but that the annual subscription would remain unaltered.</p> <p>The Chair presented the draft conference programme which was almost complete. The Committee was pleased with the variety of speakers and went on to discuss possibilities for the remaining slot. The topics suggested included: KEF; new accessibility legislation and its impact on the discipline; the use of social media; the impact of the new A-levels. It was agreed that the Chair would try and find a speaker who could talk about the new accessibility legislation.</p>	Action JVH
6.	Update from the Treasurer	
	<p>The Treasurer reported that the Course for Heads in September 2019 had made a small profit and that overall the finances were in good shape.</p> <p>There was some discussion of how the HoDoMS resources could be used to benefit the community. The Engineering Professors Council was highlighted as an organisation that had a similar role to HoDoMS, although their administrative arrangements do differ from those of HoDoMS. It was suggested that other areas in which HoDoMS could help the community might be a topic for discussion at the AGM or the conference.</p>	
7.	GDPR and archive	
	<p>The Secretary gave a summary of the nature of the current content in the HoDoMS archive, which includes documents going back to the formation of HoDoMS in 1995. Most of the important material is on the website, although there does need to be a secondary backup elsewhere. Recently a new Sharepoint site has been set at Surrey but the full set of documents have not been transferred over yet. There was a discussion of what could be retained in the light of GDPR requirements. It was agreed that the material in the archive would be transferred to the new Sharepoint site where it would be sifted. If in the process documents were identified that should be deleted, this would be done, with the intention of making every effort to ensure that the new archive was GDPR compliant. The Chair and the Secretary would discuss any deletions before they were made. If there were queries about any individual documents, these would be brought to the Committee for discussion.</p> <p>It was felt that it would be useful to develop a policy on data retention for the future. It was agreed that the Chair and the Secretary would work on putting together something of this nature.</p>	<p>Action MM, PA</p> <p>Action MM, PA</p>
8.	Course for Heads	
	The Chair thanked SL, RF, AW and PM for their work on the previous and forthcoming Courses for Heads. He also noted his thanks to all those	

	<p>speakers who had contributed. It was reported that AW had agreed to host the next event in Edinburgh and that the proposed dates were Thursday 10 and Friday 11 September. It was felt that it would be important to try not to duplicate exactly what was done at the last event. A range of possible topics were discussed. It was felt that a request to speakers for a 10-15 minute input followed by discussion was the model that seemed to work best. It was agreed the event would be advertised at the next HoDoMS conference in April.</p>	Action PA/SL
9.	Succession Planning	
	<p>PA's term as Chair was due to finish in April and he had been in discussion with others about finding a successor. MM had agreed to be considered for the next Chair and, when she had left the room, it was agreed unanimously to support this nomination.</p> <p>It was felt that it was important that there was some turnover in the Committee to make sure that continuity was preserved in future years. MMai agreed to stand down from the Committee, having been on it for a number of years. The Chair thanked MMai for his contribution to the Committee.</p>	
10.	REF	
	This item was covered in the watching brief, summarised below.	
11.	TEF	
	JF gave a quick summary of what had happened to the Pearce Review of the TEF, and in particular how it had not been published in the light of parliamentary events in recent months. It was still unclear when it would be published.	
12.	Watching briefs/items for note	
	<p>Short reports from Committee members were received and discussed.</p> <p>JMC (JVH) (a) Only a few JMC bodies participated in the new Maths Week England which took place on 9-14 November. (b) JMC is commissioning a small study on "The purpose, role and impact of additional 'extension' papers for entry to mathematics courses at English universities".</p> <p>ACME (MM) The new ACME Chair Professor Sir Martin Taylor is now in post.</p> <p>CMS (LW) There was no report.</p> <p>GPS/Athena SWAN (JVH) (a) The LMS Benchmarking Survey report is now ready. (b) At the latest round of Athena SWAN awards, Mathematical Sciences departments were awarded 1 silver and 9 bronze awards. This brings the</p>	

total to 7 silver and 47 bronze awards in the mathematics community.

EPSRC (SL)

(a) The EPSRC Executive Chair, Lynn Gladden, undertook a nationwide series of Town Meetings in Autumn 2019.

(<https://epsrc.ukri.org/newsevents/news/epsrc-hosts-regional-community-engagement-meetings/>).

(b) It seems that EPSRC are undertaking some internal reorganisation, but Katie Blaney is still Head of Mathematical Sciences.

(c) A new EPSRC brand has been launched as part of a unified identity for UK Research and Innovation (UKRI).

(d) In October 2019 EPSRC made some changes to Fellowship schemes (see <https://epsrc.ukri.org/skills/fellows/>).

IMA (MG)

(a) Over 50 delegates attended the Induction Course on 18/19 September in Cambridge.

(b) The IMA also ran two workshops for PG students new to teaching.

(c) The IMA is running a series of teaching and learning workshops in conjunction with the RSS.

(d) The IMA is setting up two new medals. The IMA John Blake University Teaching Medal and IMA Hedy Lamarr Prize for Knowledge Exchange in Mathematics and its Applications will open on the 1 October 2020.

LMS (JP/KG)

(a) The LMS is launching a Diversity in Mathematics day to support all aspects of diversity in addition to gender.

(b) It also launched UK-Lebanon fellowships in memory of Sir Michel Atiyah.

(c) In publications, there has been a relaunch of the Proceedings of the LMS as well as new Managing Editors for the Journal of the LMS and the Bulletin of the LMS.

(d) The LMS responded to UKRI about Plan S proposals for open access.

(e) The LMS has been involved in Support for mathematics schoolteachers by awarding 30 mathematics teacher CPD grants and continues to contribute to Simon Singh's Top-Top Set project.

(f) A new LMS TEMAC sub-committee (Teaching Mathematics as a Career) has been created to provide oversight of promoting teaching mathematics as a career to undergraduate students studying mathematics in the UK.

(g) The LMS has noted the concern about the new accessibility legislation. The LMS is aiming to facilitate the sharing of current and good practice and has already been in contact with the IMA and HoDoMS. As a first step there is a proposal for an LMS website to be set up to point academics to current work and expertise in the field.

(h) The LMS Education Committee is in process of setting up workshops at introductory and advanced level to support PhD students and new academics who are engaged in schools outreach work.

(i) A grant scheme for CPD in HE Teaching and Learning has been launched: <https://www.lms.ac.uk/grants/teaching-and-learning-cpd-grants>.

RSS (JF)

There has been some discussion about the continuation (or otherwise) of the Committee of Professors of Statistics (COPS).

ORSoc (OJ)

(a) The Education Committee of the OR Society has been liaising closely with the "Trailblazer Group" tasked with development of the Level 7 postgraduate Apprenticeship Standard in the occupation of "OR Specialist". The Education Committee is currently briefing UK universities who are interested in becoming "providers" for the OR Level 7 Apprenticeship Technical Education in mid-2020.

(b) The OR Society's annual Beale Lecture will take place on 27 February at the Royal Society, London. This year's lecture will be given by Prof. Russell Cheng.

UUK (PA)

(a) UUK has published a [Concordat to Support Research Integrity](#), which is also supported by UKRI.

(b) Meetings are scheduled for joint talks between UUK, UCU and USS on the future of the USS pension scheme.

European Mathematical Society (RF)

(a) The 8th European Congress of Mathematics is to be held in Slovenia 5-11 July 2020 and the call for mini-symposiums for the congress closes on 15th January (<https://www.8ecm.si/>)

(b) The Abel Prize money has increased.

(c) Zentralblatt MATH (zbMATH) is edited by the European Mathematical Society and is due to become an open access platform.

EPC (CH)

The EPC continues to be active in bringing together the community of Engineering departments across the UK. Their activities include an annual conference (very similar in nature to the HoDoMS annual conference), an annual Engineering Enrolments survey and Recruitment and Admissions one day forum and workshops on developments in engineering education in HE. They have an active Executive Secretary who coordinates activities.

REF (NM)

(a) Details on how sub-panels will use citation data have been released. Sub-Panel 10 (Mathematical Sciences) is not using these data

(<https://www.ref.ac.uk/guidance/citation-and-contextual-data-guidance/>)

(b) For Sub-Panel 10, each output submitted must be accompanied by up to two keywords taken from the Mathematics Subject Classification 2020 (MSC2020) where appropriate or may be provided by the submitting unit.

(c) An overview of the arrangements for submission and assessment of interdisciplinary research is available at:

<https://www.ref.ac.uk/media/1114/idr-overview-document.pdf>.

(d) The latest version of the panel member lists can be found at:

<https://www.ref.ac.uk/media/1260/all-panel-members-v13-060120.pdf>.

(e) A list of Independent Research Fellowships identified as requiring research independence is available at:

	<p>https://www.ref.ac.uk/media/1030/c-users-daislha-desktop-list-of-research-fellowships-updated-22032019.pdf.</p> <p>(f) An Analysis of the representativeness of membership of the main panels (not Sub-Panels) is available at https://www.ref.ac.uk/media/1223/analysis-of-ref-2021-panel-membership.pdf.</p> <p>TEF (MM) Institutional TEF will not be taking place in the current academic year.</p>	
13.	Any other business	
	<p>For some years there has been a HoDoMS representative on the LMS Education Committee. Since KG has been the representative for 6 years he has come to the end of his term. The LMS Education Secretary requested HoDoMS to put forward a new representative, who would then have to be formally appointed by the LMS Council. JP agreed to be put forward for the role. PA agreed to communicate this to the LMS and if agreed it would be implemented at the time of the HoDoMS Conference.</p> <p>It was noted that it would be useful to receive a watching brief from the Edinburgh Mathematical Society as a standing item. It was agreed that this would be added to the agenda for the next meeting.</p> <p>The Committee expressed its thanks to PA for all his work in the role of Chair of HoDoMS.</p>	<p>Action PA</p> <p>Action GG, MM</p>
14.	Date of next meeting:	
	The next meeting was scheduled for Friday 24 April 2020 at the University of Warwick Conference Centre.	
	The meeting closed at 14:40.	

Signed: Professor Philip Aston
Chair and Director

Date: 24 April 2020