

HoDoMS

HEADS OF DEPARTMENTS OF MATHEMATICAL SCIENCES IN THE UK

**Confirmed minutes of the Committee Meeting held at 11:00 on Friday 8 September 2017 at 32
Lincoln's Inn Fields, London School of Economics and Political Science, London**

Present:

Philip Aston (PA)	<i>Chair</i>
Mary McAlinden (MM)	<i>Secretary</i>
Jan van den Heuvel (JVH)	<i>Treasurer</i>
Cathy Hobbs (CH)	<i>Immediate past Chair</i>
Paul Harper (PH)	ORSoc
Ruth Fairclough (RF)	
Michael Grove (MG)	IMA
Steve Langdon (SL)	
Jeff Waldock (JW)	

Apologies:

Peter Clarkson (PC)	<i>Vice-Chair</i>
Ian Dryden (ID)	RSS
Kevin Golden (KG)	
Stephen Huggett (SH)	LMS
Matthias Maischak (MMai)	
Lindsay Walsh (LW)	LMS
Anke Wiese (AW)	

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	Preliminaries	
	The Chair welcomed everyone to the meeting and extended thanks to the Treasurer for arranging the new venue.	
1.	Apologies for absence	
	These are noted above.	
2.	Minutes of the meeting on 28 April 2017	
	The minutes of the April 2017 meeting were approved.	
3.	Matters arising not otherwise covered on the agenda	
	The action regarding setting up a closed HoDoMS Committee JISCmail list remained outstanding. All other actions were completed.	Action PA
4.	Chair's communications report	
	The Chair reported that work had been ongoing since the last meeting to refine the draft HoDoMS Articles and that these would be considered later in the agenda.	
5.	Conference planning	
	A brief update on the conference planning was given. The venue had been booked and the conference dates had been circulated via the HoDoMS list. It was agreed that it would be useful to send a reminder about these dates via the HoDoMS mailing list. The Committee discussed whether or not the conference this year should have a particular theme. It was decided that a topical agenda would be preferable to a single theme. With reference to the minutes of the previous meeting, it was agreed that it would be good to include some form of discussion session, or possibly a panel debate, in the final programme. The Committee undertook a brainstorming exercise on possible topics and speakers for the conference. Committee members were asked to send any further suggestions to the Chair.	Action PA Action All
6.	Financial status of HoDoMS	
	It was suggested that for future meetings this item should perhaps be listed as the legal status of HoDoMS. It was reported that since the last meeting PA, MM and CH had been working on the Articles and that advice had been taken from the HoDoMS solicitors in the process. As work progressed it became apparent that there was a need to consider the Articles and the Constitution together to ensure consistency and to clarify the roles of the various types of HoDoMS representatives and their status for the purposes of voting. As a result a	Action MM

	<p>draft revised HoDoMS Constitution and revised Articles had been circulated to the Committee with the papers. The Committee discussed the documents at length and subsequently agreed the Articles and Constitution subject to minor amendments. The finalisation of both documents would require the approval at a Special General Meeting.</p> <p>The Committee discussed the practicalities of holding a Special General Meeting before the Annual General Meeting in April. It was agreed HoDoMS would aim to hold a Special General Meeting in January 2018, and would coordinate the timing with that of the next Committee meeting. It was recognised that there would be challenges in achieving a quorum, as many busy Heads would be unlikely to attend just to vote. Skype using several laptops was also explored. In the light of the discussion it was agreed that the best course of action would be to circulate the Articles and the revised Constitution to voting members, inviting comments. This would give an initial sounding on what Departments thought and would give a better insight into how to move forward with the Special General Meeting.</p>	<p>Action PA, MM</p>
7.	Update from the Treasurer	
	<p>The Treasurer presented the statement of HoDoMS accounts. PA and CH thanked JVH for all his work on this. JVH pointed out that some of the annual subscriptions were still coming in. He said that he had experienced many queries from universities regarding payment mechanisms. In the light of this he proposed setting up a new PayPal account for HoDoMS to make the receipt of payments easier in the future. The Committee considered that this would be more efficient and it was agreed that JVH would take this forward.</p> <p>It was noted that in the last year there had been solicitors' fees which had not featured previously in the accounts. CH also pointed out that this year the conference fees had been reduced slightly.</p> <p>CH raised the need to check that delegates at the HoDoMS conference had paid their conference fees. JVH did not have a list of attendees. It was agreed that MM would send a list of the conference delegates to JVH and CH to ensure that JVH had an accurate list which he could use to follow up on any unpaid fees.</p> <p>It was felt the contribution of Dugald Duncan since stepping down as HoDoMS Treasurer had far exceeded expectations. It was agreed that the Committee should recognise this contribution in the form of a gift of thanks.</p>	<p>Action JVH</p> <p>Action MM</p> <p>Action JVH</p> <p>Action PA</p>
8.	HoDoMS bank account	
	<p>For many years there had been problems with the operation of the HoDoMS bank account due to major hurdles experienced in trying to change HoDoMS</p>	

	<p>signatories. It was agreed that the most effective way to proceed was to set up a new account and to transfer funds from the old one to it. JVH and PA had researched possible accounts. It was agreed that a new Metro Bank Community Current Account would be opened by JVH and PA as the new HoDoMS account. JVH and PA would be the signatories. Opening the account would require a signed copy of minutes of the meeting. MM was asked to provide these post-meeting.</p>	<p>Action JVH, PA</p> <p>Action MM</p>
9.	Induction course for new lecturers	
	<p>The Committee discussed the provision of a course for new lecturers. The success of the previous HoDoMS /HEA course in September 2016 was again acknowledged as was the substantial increase in cost caused by the involvement of the HEA. Given that the HEA had provided no such relevant provision in the intervening period it was decided that there was a need for a course in 2018. Taking on board the comments from Committee members and those of Heads in other Departments about the involvement of the HEA, it was felt that the benefits of having a discipline specific course far outweighed the benefits of HEA involvement. It was agreed that a working group would be convened to take this forward with the aim of delivering a course in 2018. The working group membership was agreed as JVH (Chair), MM, CH (to represent the LMS) and MG (to represent the IMA).</p>	<p>Action JVH</p>
10.	Watching briefs/items for note	
	<p>Short reports from Committee members were received and discussed.</p> <p>Reports</p> <p>JMC (JVH) SL had attended the most recent meeting in place of JVH. It was reported that JMC organisations continued to be concerned about TMUAs.</p> <p>ACME (MM) (a) Contact groups associated with ACME were in their initial stages of being set up. (b) The ACME Committee would be taking forward areas set out in the recently published Smith Report.</p> <p>CMS (LW) There was no report.</p> <p>GPS/Athena SWAN (PC) (a) Currently 44 Mathematical Science departments hold Athena SWAN awards: 7 Silver awards and 37 Bronze awards. Three more departments received Athena SWAN Silver awards in the last round. (b) There will be two LMS Good Practice Scheme workshops this autumn,</p>	

one on 4 October at De Morgan House in London and one on 18 October at the ICMS in Edinburgh.

EPSRC (SL)

(a) Recently there had been changes to EPSRC first grants. The details can be found at:

<https://www.epsrc.ac.uk/newsevents/news/newinvestigatorawards/> .

(b) The review of knowledge exchange in the mathematical sciences was ongoing. Details of the work are available at:

<https://www.epsrc.ac.uk/research/ourportfolio/themes/mathematics/strategy/kereview/> .

(c) The industrial strategy challenge fund opened for applications in June 2017. More information can be found at:

<https://www.epsrc.ac.uk/newsevents/news/iscfoppsopen/> .

IMA (MG)

(a) Another Academic Representatives Forum was being planned for January.

(b) Work was taking place to update the IMA's Strategy.

(c) Following the launch of the IMA's Higher Education Teaching and Learning Initiative three departmental-led workshops were being planned. A community need had also been identified for a one-day conference on the theme of Assessment and Feedback . One was being planned for 2018.

LMS (KG, PC)

(a) The LMS held an Education day at De Morgan House in May 2017.

(b) The LMS is in process of updating its position statement on the teaching of Mathematics in universities.

(c) The LMS recently launched the LMS Mathematical Sciences Directory UK.

(d) The LMS has undertaken a census/survey of mathematical science postdoctoral fellows and RAs in the UK. The LMS plans to circulate this to HoDs asking them for corrections.

(e) The publication by HEFCE of the first set of REF rules was also noted.

RSS (ID)

(a) The next President of the RSS will be Professor Deborah Ashby from Imperial College London.

(b) The RSS annual conference took place this week in Glasgow.

(c) The RSS responded to the Bond review for Knowledge Exchange in the Mathematical Sciences.

ORSoc (PRH)

(a) The Board of the OR Society approved the business case made to create a full-time position to cover support for the work of both the Research Panel and the Publications Committee. A Research and Publications Officer

	<p>Charlene Timewell had been appointed to this post.</p> <p>(b) From January 2018, all of the OR Society's journals will move from Palgrave Macmillan to Taylor & Francis.</p> <p>(c) The 2017 Blakett Memorial Lecture will be given by Professor Sir Nigel Shadbolt on 23 November 2017.</p> <p>UUK (PA) UUK has a new President, Prof Janet Beer from the University of Liverpool. In recent months UUK has been raising issues such as Brexit and research collaboration, international students, TEF, VCs' salaries. There has been nothing specific to mathematics recently.</p> <p>EMS (SH) There was no report.</p> <p>EPC (CH) There was nothing new to report.</p>	
11.	Any other business	
	<p>The meeting was the first in London in recent times that had not taken place at De Morgan House for reasons of building accessibility. Wheelchair access to De Morgan House was discussed and it was agreed that it did not meet the current needs of the HoDoMS Committee. JVH offered to see if he could secure the same room in the LSE for the next meeting.</p>	Action JVH
12.	Date of next meeting:	
	The next meeting was scheduled for 12 January 2018.	
	The meeting closed at 15:15.	