

Warwick Centre
for
Applications of Mathematical and Computing Sciences

Constitution

Director: TBD

1. Aims of the Centre

- a. To exploit Warwick's research expertise in computer science, mathematics, operational research, statistics, and other quantitative sciences for maximum positive benefit to society. Society is interpreted broadly to mean businesses, governments, non-profits, and humanity in general.
- b. To assemble a critical mass of outward-looking researchers in the mathematical and computing sciences at Warwick that will enable delivery of larger scale projects and facilitate streamlining of the required support from professional services.
- c. To obtain substantial external grant funding for outcome-driven research in the mathematical and computing sciences, and to enhance the University's ability to exploit large-scale challenge-driven funding opportunities. CAMaCS will aim for a 1:1:1 mix of institutional:research funder:stakeholder funding.
- d. To provide a physical and intellectual hub where researchers from different Warwick departments and external stakeholders with relevant interests can collaborate, exchange ideas, develop novel approaches and design deployment strategies.
- e. To provide a single point of contact for external organisations who wish to access Warwick's mathematical and computing science research base.

2. Activities of the Centre

To achieve these aims, CAMaCS will undertake a range of activities including:

- a. Delivery of CAMaCS projects. The primary research activities of CAMaCS will be packaged as discrete projects with academic leads drawn from core CAMaCS staff and with identified external stakeholders. CAMaCS projects will normally be 1 year or six months in duration and will be characterised by a clear end-point deliverable.
- b. Hosting of postdoctoral researchers and postgraduate students on CAMaCS project activities.

- c. Coordinating the provision of professional services support for researchers wishing to engage with external partners.
- d. Pursuing a communications strategy to showcase the impact of Warwick's research in the mathematical and computing sciences.
- e. Promoting, coordinating and supporting external consultancy opportunities for academics and graduate students.
- f. Undertaking public engagement, outreach, and other activities commensurate with the aims of CAMaCS as required by the Management Committee.

3. Membership

- a. CAMaCS will operate an opt-in membership model for participating departments. The minimum annual commitment from a Department is one member of staff for 0.5FTE. The core member departments will normally nominate two staff for 0.5FTE secondment to CAMaCS. The CAMaCS founding partners are the departments of Computer Science, Mathematics, and Statistics. Membership is open to other departments on an opt-in basis at the minimum commitment level.
- b. Core CAMaCS staff shall consist of a Director, a Project Manager, and an Administrator plus a variable number of project staff. Project staff shall be allocated by partner departments to CAMaCS projects on an annual basis in multiples of 0.25FTE. Core staff members shall retain their primary departmental affiliations in parallel to their affiliation with CAMaCS.
- c. Associate CAMaCS staff shall consist of academic and research staff, visiting and associate fellows of the University who have research objectives aligned with CAMaCS and wish to make use of CAMaCS resources and expertise.
- d. Academic and research staff in any department in the University of Warwick or in other universities, public or private sector organisations or government agencies may be nominated for associate status by the Director in consultation with the Management Committee. Associate status will be granted if there is a demonstrable benefit to CAMaCS.
- e. CAMaCS shall disestablish itself if the staff resources committed to CAMaCS projects by member departments drops below 4 times the minimum contribution for two consecutive years.

4. Directorship

- a. The Director shall be recommended to the University Research Committee by the heads of the member departments for appointment by the Senate. This appointment will be for a period of three years and shall be renewable.

- b. The Director shall be responsible for operational decision making, implementation of the strategy of CAMaCS, achieving the aims of CAMaCS and guiding its development.
- c. All core and associate members of the Centre shall be responsible to the Director for those aspects of their duties relevant to CAMaCS.
- d. The Director will line manage the CAMaCS project manager, administrator and any fixed term and contract staff employed on CAMaCS projects.
- e. The Director shall be the chair of the Management Committee.
- f. The Director shall be responsible for coordination with member departments and liaising with the University, including attending meetings as required and reporting to the relevant University committees in matters related to the assessment of the performance of the Centre.
- g. The Director may appoint a Deputy Director or co-director in consultation with the Management Committee if it is deemed necessary to do so.

5. Management Committee

The Centre shall have a Management Committee that shall normally meet monthly.

a. Membership

The membership of the executive management committee shall consist of:

- i. the Director (chair)
- ii. the CAMaCS project manager
- iii. the heads of CAMaCS member departments or their nominees
- iv. such other members of CAMaCS staff appointed by the Management Committee.

b. Terms of Reference

The Management Committee is responsible for:

- i. advising the Director on the day-to-day administration and activities of the CAMaCS including: the development of the research programme and selection of CAMaCS projects; the appointment of fixed term and contract staff in accordance with funding and with the procedures approved by the Senate and the Council; allocation and monitoring of discretionary funds; any other issues that may arise relating to the management of CAMaCS.
- ii. identifying, coordinating, and delivering applications for external funding
- iii. monitoring and reviewing the progress of CAMaCS projects to ensure end-point deliverables are realised.

6. External advisory board

- a. The Centre shall have an External Advisory Board, consisting of nationally and internationally renowned experts and leaders with expertise relevant to the aims of the centre.

b. Membership

The membership of the External Advisory Board shall consist of:

- i. The Director
 - ii. The heads of CAMaCS member departments
 - iii. External representatives of CAMaCS external partners and stakeholders
- c. The External Advisory Board shall meet at least once a year. The presence of the Director and at least 3 external members shall be required for a quorum.
- d. The External Advisory Board shall provide advice, guidance, and challenge to the activities and delivery strategies of CAMaCS, and shall provide direction regarding external communications, partnerships and sources of funding.

7. Financial Responsibility

- a. Mathematics will have overall financial responsibility for the operation of CAMaCS.
- b. The positions of CAMaCS Director, project manager and administrator will be funded by the CAMaCS member departments by mutual agreement.
- c. External funding secured by CAMaCS will be administered by the home department of the CAMaCS staff member acting as PI but will also be tagged to CAMaCS in Ideate for reporting and visibility purposes.
- d. To streamline decision making, financial approvals shall be delegated to the CAMaCS Director according to an agreed protocol.