

UNIVERSITY OF WARWICK

FACULTY OF SCIENCE

Board of the Faculty of Science

There will be a meeting of the Board of the Faculty of Science on Thursday 19 May 2016 at 10:00 in CMR1.0, University House.

Ken Sloan
Registrar & COO

Note: Questions on agenda items or apologies should be directed to the Secretary of the Committee, Jen Bowskill (ext. 50295 or J.Bowskill@warwick.ac.uk).

The agenda is split into two sections: items for consideration by the Committee and items for report without further discussion unless requested by a member of the Committee. All papers are available electronically from the Committee's file store:

<https://files.warwick.ac.uk/sciencefacultyboard/browse/BFS+-Board+of+the+Faculty+of+Science/2015-16/BFS+19+May+2016>

AGENDA

ITEMS FOR CONSIDERATION BY THE COMMITTEE

1. Minutes

TO CONSIDER:

The minutes of the meeting of the Board of the Faculty of Science held on 15 February 2016 (BFS.28/15-16 copy attached).

2. Conflicts of Interest

TO REPORT:

That, should any members or attendees of the Committee have any conflicts of interest relating to agenda items for the meeting, they should be declared in accordance with the CUC Guide for Members of Higher Education Governing Bodies in the UK, available from <http://www.hefce.ac.uk/pubs/year/2009/200914/>.

3. Faculty Appointments and Elections for 2016/17

(a) Reappointment of the Chair of the Board of the Faculty

TO CONSIDER:

A recommendation by the Vice-Chancellor that Professor Shipman be reappointed as Chair of the Board of the Faculty of Science for the 2016/17 academic year, accompanied by an Oral report from Professor P Mawby, Deputy Chair to the Board of the Faculty of Science.

(b) Membership of the Board and its Sub-Committees

TO CONSIDER:

The proposed constitutions and nominations for memberships of the following committees for the academic year 2016/17 (paper BFS.29(a-f)/15-16, copy attached) noting that those nominations yet to be filled are marked with TBC and the current representative included in brackets. :

- (i) Board of the Faculty of Science (paper BFS.29(a)/15-16) (copy attached);
- (ii) Undergraduate Studies Committee of the Board of the Faculty of Science (paper BFS.29(b)/15-16) (copy attached);
- (iii) Graduate Studies Committee of the Board of the Faculty of Science (paper BFS.29(c)/15-16) (copy attached);
- (iv) Faculty of Science Information Technology Committee (paper BFS.29(d)/15-16) (copy attached);
- (v) UG and Graduate Appeals Committee Panels (paper BFS.29(e)/15-16) (copy attached).

(c) Membership of the Faculty on other University Committees

TO CONSIDER:

Representation of the Faculty on other University Committees (paper BFS.29(f)/15-16) (copy attached).

(d) Election of a Board Member to the Senate

TO REPORT:

- (i) That the continuing members of the Senate appointed by the Board of the Faculty of Science (with the end of the term of appointment in brackets) is as follows:

Professor A Rodger (2017), Department of Chemistry
Professor D Leadley (2018), Physics
- (ii) That there are four vacancies on Senate for representative members of the Board of the Faculty of Science for the period 1 August 2016 to 31 July 2019 arising from the end of term of office of Professor L Green, Professor S Jarvis, Professor C Sparrow and Professor N Stocks and that nominations from the Board for replacement members were requested by email on 28 April 2016 to be submitted by 17th May 2016;
- (iii) That, in accordance with University regulations, the majority of the six Faculty representatives must be professors and the majority must be heads of department.

TO CONSIDER:

In accordance with University Regulation 2.2, the election of four members of the Senate from the membership of the Board of the Faculty of Science for 2015/16 to serve for the period 1 August 2016 to 31 July 2019

4. First Year Board of Examiners 2015/16

(a) Membership of the First Year Board of Examiners

TO CONSIDER:

Departmental membership of the First Year Board of Examiners for the Faculty of Science for meetings in June and September 2016, as set out in paper BFS.30/15-16 (copy attached).

(b) Undergraduate Examination Conventions for the Faculty of Science First Year Board of Examiners

TO RECEIVE:

(i) A copy of the University conventions for the First Year Board of Examiners (SUGS.32/15-16 available online only) noting that the conventions are available online at: <http://warwick.ac.uk/quality/categories/examinations/conventions/fyboe>

(ii) A copy of the conventions for the First Year Board of Examiners of the Faculty of Science (paper BFS.31/15-16, available online only), for any First Year students who commenced their studies prior to September 2013.

(c) Departmental Examination Conventions

TO RECEIVE:

The Departmental Examination Conventions for first year assessed courses (Exam 3), and resit examination conventions (Exam 5) for the First Year Board of Examiners 2015/16 (papers SUGS.50/15-16 and SUGS.51/15-16, copies attached).

5. Matters Arising from the Minutes

(a) Week Zero (minute BFS.14/15-16 (b) refers)

TO REPORT:

That work continues on the development of a Week Zero plan. It is anticipated that there will be consultation on final proposals in advance of the last meeting of the Senate on the 27th June 2016.

(b) Proposed Statement of Expected Student Behavior for Students (minute BFS.28/15-16 refers)

TO RECEIVE:

A paper providing an update on the development of the Statement of Expected Behaviour for Students (BFS.42/15-16, copy attached)

- (c) Proposed Name Change of the Faculty of Medicine (minute BFS.33/15-16 refers)

TO REPORT:

- (i) That feedback on the proposed change of name to the Faculty of Medicine was considered at its meeting on the 25 February 2016.
- (ii) That in light of the recent change of the Chair of the Faculty of Medicine that the renaming of the Faculty of Medicine would be reconsidered at a later date.

6. Chair's Action

- (a) Faculty Thesis Prizes

TO REPORT:

- (i) That the Chair, acting on behalf of the Board approved the Department judging panels for the Faculty Thesis Prizes as set out in paper BFS.33/15-16 (copy attached).
- (ii) That the Chair has also approved the addition of £500 to the budget to allow Systems Biology to make an award.

- (b) Scholarly Communications Group

TO REPORT:

That the Chair, acting on behalf of the Board approved the recommendation that Professor Ball should sit on the Scholarly Communications Group as a representative of the Faculty of Science.

- (c) Membership of the Board

- (i) That the Chair, acting on behalf of the Board approved the recommendation that Prof Claire Davis become a member of the Board of the Faculty of Science with immediate effect, to fill the position previously held by Professor Richard Dashwood, formally of WMG.
- (ii) That the Chair, acting on behalf of the Board approved the recommendation that Prof Robin Ball be appointed as a co-opted member of the Board of the Faculty of Science for the 2016/2017 academic year.

7. Chair's Business

- (a) Faculty Marketing Officer

TO RECEIVE:

An oral update from the Chair regarding the Faculty Marketing Officer.

- (b) Faculty End of Year Event

TO REPORT:

- (i) That there will be a Faculty end of term event to be held on 14 July 2016, in The Street, Zeeman Building atrium, 1600-1800.

8. Faculty Research Centres

TO CONSIDER:

The following papers relating to Research Centre in the Faculty of Science, accompanied by an oral report from Catherine Cochrane, Director of RIS:

- (a) Proposal to re-categorise the Centre for Scientific Computing from a Cat I to Cat II research centre as set out in paper BFS.36/15-16 (copy attached);
- (b) Proposal to re-categorise the Warwick Systems Biology Centre from a Cat I to Cat II research centre as set out in paper BFS.37/15-16 (copy attached);
- (c) Proposal to establish a new Cat II Centre Warwick Institute for Mathematics in Medicine and Biology as set out in Paper BFS.38/15-16 (copy attached);
- (d) Proposal to establish a new Cat II Research Centre in Sustainable Development-WISDOM as set out in paper BFS.39/15-16 (copy attached);
- (e) Proposal to establish the Warwick Microbial Pathogenomics Research Centre as set out in paper BFS.40/15-16 (copy attached);

9. Proposed School of Global Studies

TO RECEIVE:

A paper proposing the establishment of a School of Global Studies, as set out in paper SC.10415/16 (Revised) (copy attached).

10. Big Bang Fair 2016

TO RECEIVE:

A paper outlining feedback and outcomes from the Faculty of Science Stand at the Big Bang Fair 2016 (BFS.34/15-16, copy attached), with an accompanying oral report from the Chair.

11. Items from the Faculty of Science Undergraduate Studies Committee

TO RECEIVE:

An oral report from the Chair of the Faculty of Science Undergraduate Studies Committee

12. Items from the Faculty of Science Graduate Studies Committee

TO RECEIVE:

An oral report from the Chair of the Faculty of Science Graduate Studies Committee

13. Assessment and Feedback

TO RECEIVE:

A composite report on timeliness of feedback on assessments submitted during the Spring term 2015/16 across the Faculty of Science (paper BFS.35/15-16, copy attached)

14. Faculty IT Committee

TO RECEIVE:

An oral report from the Chair of the Faculty Information Technology Committee on its activity during the 2015/2016 academic year

15. Faculty of Science WP and Outreach Forum

TO RECEIVE:

A paper on the activity of the Faculty Widening Participation and Outreach Forum during the 2015/2016 academic year (BFS.32/15-16 copy attached)

16. Faculty of Science Employability Forum

TO RECEIVE:

A paper on the activity of the Faculty Employability Forum during the 2015/2016 academic year (BFS.41/15-16 copy attached)

17. Items to be brought to the Senate

TO CONSIDER:

Whether there are any specific issues which the Board of the Faculty wishes to refer to the Senate for consideration.

18. Any Other Business

ITEMS TO REPORT AND APPROVE WITHOUT FURTHER DISCUSSION

The Chair and Secretary consider that the following items are non-controversial and/or can be accepted with a minimum of explanation. Members of the Board may, however, ask for any of the following items to be transferred to the agenda for discussion, by contacting the Secretary in advance of the meeting, or by raising the item at the start of the meeting.

19. Minutes from the Graduate Studies Committee

TO NOTE:

That the unconfirmed minutes of the meeting of the Graduate Studies Committee of the Board of the Faculty of Science held on 10 May 2016 will be circulated to members in due course.

20. Minutes from the Undergraduate Studies Committee

TO NOTE:

That the unconfirmed minutes of the meeting of the Science Faculty Undergraduate Studies Committee held on 11 May 2016 will be circulated to members in due course

21. PGT Annual Review

TO RECEIVE:

A summary report on the 2014/2015 PGT course review reports from across the Faculty of Science (SGSC.51/15-16 (revised) available online only).

22. Dates of Future Meetings

TO REPORT:

That the dates and venues for the Board of the Faculty of Science meetings for the academic year 2016/17 will be confirmed in due course.