

UNIVERSITY OF WARWICK

FACULTY OF SCIENCE

BOARD OF THE FACULTY OF SCIENCE

Minutes of the meeting of the Board of the Faculty of Science on Wednesday 7th November 2001.

Present: Professor J D S Jones (in the Chair), Professor D Anderson, Professor R Ball, Professor T D Bugg, Professor R Dupree, Professor D Haddleton, Professor W S Kendall, Professor K Lamberts, Professor M S Paterson, Professor P Stanfield, Professor R G Wilson, Dr K Flint, Dr L Frigerio, Dr A K Manning, Dr G Martin, Dr A M Price, Dr C Sparrow, Mr D Morley, Ms R Pnaiser.

Apologies: Professor H Dalton, Professor P J Derrick, Professor T J Kemp, Professor D A Rand, Professor Szczepura

In Attendance: Dr E Heit, Dr J A Henshall (for item 13/01-02 only), Mr N Hull, Mrs H Ireland (for item 13/01-02 only), Mrs Y Salter Wright

01/01-02 Constitution, Membership and Terms of Reference

REPORTED:

- (a) The constitution of the Board of the Faculty of Science and its membership for 2001/2002 were as set out in paper BFS 8/00-01 (revised2).
- (b) That paragraph 4 of Statute 20 stated that the Board of each Faculty would have the following powers and functions:
 - (i) To regulate, subject to these Statutes and the Ordinances and Regulations and to review by the Senate, the teaching, curricula and examinations in the subjects prescribed for the Faculty.
 - (ii) To recommend to the Senate examiners for appointment.
 - (iii) To make recommendations to the Senate for the award of Degrees (other than Honorary degrees), Diplomas, Certificates and other distinctions in the subjects prescribed for the Faculty.
 - (iv) To recommend to the Senate Sub-Faculties and Departments to be constituted by the Council.
 - (v) To delegate to the Sub-Faculties such matters as are deemed appropriate.
 - (vi) To appoint members of the Board of the Faculty to be members of the Senate as provided for under Statute 18.
 - (vii) To discharge such other functions as the Senate may from time to time determine.

RECOMMENDED (to Senate):

- (c) That the following changes be made to the membership as set out in paper BFS 8/00-01(revised 2):
 - (i) Dr E Heit replace Professor G Brown as the second representative from the Department of Psychology
 - (ii) TBA be replaced by Ms R Pnaiser as the postgraduate student member

02/01-02 Minutes

RESOLVED:

That the minutes of the meeting of the Board of the Faculty of Science held on 30th May 2001 be approved.

03/01-02 Matters Arising on the Minutes

REPORTED:

- (a) Departmental Annual Reviews (minute 47/00-01 refers)

That Departmental Annual Reviews will be considered at the Spring Term meeting of the Board, noting that further consideration regarding the presentation to the Board of next year's reviews will be discussed at this meeting.

- (b) Chair and Membership of the Faculty Board (minute 49/00-01 refers)

That the Chair of the Faculty of Science was approved to serve in this capacity for a further one year until July 2002 rather than two years, it being noted that a three year term of office had already been served.

03/01-02 Representation on Senate and other University Committees

REPORTED:

- (a) That at its meeting on 30 May 2001 the Board resolved:
 - (i) That Dr C Sparrow and Professor Nudd be nominated to serve on the Senate for the three-year period from October 2001, it being noted that one additional nominee should be sought outside the meeting.
 - (ii) That Dr A Dowd be nominated to serve as a representative of the Board of the Faculty of Science on the Board of Graduate Studies for 2001/02 and that an additional representative be nominated outside the meeting.
 - (iii) That Dr J Pickering serve as representative of the Faculty of Science on the Partnerships and Distance Learning Sub-Committee of the Academic Policy Committee, it being noted that a second

representative who could also represent the Faculty of Medicine was being sought.

CONSIDERED:

- (b) That Professor M Cooper be the additional nominee to serve on the Senate from the Faculty of Science from October 2001.
- (c) That Professor M Wills be the additional representative of the Board of the Faculty of Science on the Board of Graduate Studies for 2001/02.
- (d) That Professor S Peterson be the second representative of the Faculty of Science on the Partnerships and Distance Learning Sub-Committee.

RECOMMENDED (to Senate):

- (e) That Professor M Cooper, Professor M Wills and Professor S Peterson be approved to represent the Board of the Faculty of Science on the university committees set out above.

05/01-02 Chair's Business

Athena Awards Scheme

CONSIDERED:

An announcement from the UUK regarding the Athena Awards Scheme (paper BFS1/01-02).

RESOLVED:

That an announcement from the UUK regarding the Athena Awards Scheme, as set out in Paper BFS 1/01-02, be noted and possible candidates be found by Departments.

06/01-02 Report from the Sub-Faculty

RECEIVED:

- (a) The minutes of the meeting of the Sub-Faculty held on 30 May 2001.
- (b) An oral report from the Chair of the Sub-Faculty regarding the meeting held immediately prior to this meeting of the Board.

07/01-02 Report from the Graduate Studies Committee

RECEIVED:

The minutes of the meeting of the Graduate Studies Committee held on 24 October 2001.

08/01-02 Faculty Information Technology Committee

RECEIVED:

The minutes of the meeting of the Faculty Information Technology Committee held on 23 October 2001.

RESOLVED:

That the Chair of the Faculty Information Technology Committee be thanked for compiling the Faculty views on the issues raised in the 23 October 2001 IT Committee minutes.

09/01-02 Nomenclature of Research Staff

CONSIDERED:

A proposal from the Assistant Registrar (Personnel) to adopt a model for the titles of research staff, including a request to clarify the Faculty's practice on titles given to research staff (paper BFS2/01-01).

RESOLVED:

That a proposal from the Assistant Registrar (Personnel) to adopt a model for the titles of research staff, as set out in Paper BFS 2/01-02, be approved, subject to the Assistant Registrar (Personnel) ensuring it is appropriate for the Warwick Manufacturing Group.

10/01-02 Departmental Annual Reviews

CONSIDERED:

The Review of Undergraduate Courses for 1999/2000 in the School of Engineering (paper BFS 3/01-02).

RESOLVED:

- (a) That the Review of Undergraduate Courses for 1999/2000 in the School of Engineering, as set out in Paper BFS 3/01-02 be approved, it being noted that the Board expressed concern over the consistency of the marking of examinations across the Faculty.
- (b) That a Sub-Committee to review marking practices and whether they are in line with current national levels which would report back to the Board, noting that its membership would be as follows:

- (i) Professor J Jones (Chair) Mathematics
- (ii) Professor K Lamberts Psychology
- (iii) Dr K Flint Biological Sciences
- (iv) Dr A M Price Engineering

Periodic Reviews(a) Computer Science and Computer Systems Engineering

REPORTED:

That the periodic review of Computer Science degrees is scheduled to take place in on 7 December 2001 from 9:00am to 1:00pm.

(b) Engineering

REPORTED:

(i) That at its meeting on 30 May 2001 the Board resolved that three separate review groups be established to consider Engineering awards as follows:

- (A) All undergraduate degrees
- (B) Postgraduate provision in the Manufacturing Division
- (C) Postgraduate provision in the Divisions of Civil and Mechanical Engineering and Electrical and Electronic Engineering.

(ii) That the School of Engineering periodic review is to be scheduled for the end of the Spring Term 2002.

CONSIDERED:

(iii) That one further periodic review group for 'Undergraduate and Postgraduate Overseas/Partnership provision' be added to the three groups approved on 30 May 2001.

RESOLVED:

(iv) That four separate review groups be established to consider Engineering awards as follows:

- (A) All undergraduate degrees
- (B) Postgraduate provision in the Manufacturing Division
- (C) Postgraduate provision in the Divisions of Civil and Mechanical Engineering and Electrical and Electronic Engineering.
- (D) Undergraduate and Postgraduate Overseas/Partnership provision

12/01-02 Staff-Student Liaison Committee Annual Reports

REPORTED:

That it is requested by the Academic and Quality Standards Committee that Boards of the Faculties comment on the Postgraduate Staff-Student Liaison Committee Annual Reports, it being noted that these, along with the summative reports and annual report forms, will be submitted to the SSLC Co-ordinators for consideration.

CONSIDERED:

- (a) Copies of the SSLC Annual reports submitted by postgraduate SSLCs within the Faculty for 2000/01 (Paper SGS33/01-02).
- (b) A summary of the points made in the above reports for approval and report to the University Staff Student Liaison Co-ordinating Committee (Paper SGS34/01-02), it being noted that the Faculty Graduate Studies Committee approved the summary at their meeting on 24 October 2001.

RESOLVED:

- (c) That the Copies of the SSLC Annual reports submitted by postgraduate SSLCs within the Faculty for 2000/01 and their summary be approved, as set out in Paper SGS33-34/01-02 respectively.

13/01-02 Library Budget 2001/02

RECEIVED:

The Materials and Expenses Budget for the University of Warwick Library, as set out in Paper BFS 4/01-02.

14/01-02 Deadline for Papers

REPORTED:

That the deadline for the receipt of papers is 12noon on the Wednesday preceding each meeting of the Board of the Faculty.

15/01-02 - Reserved Items
16/01-02

See separate minutes for academic members of the Board of the Faculty only.