

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 **5 November 2014** at **2.30pm** in **CMR1.0, University House**.

Ken Sloan
Registrar & COO

Note: Questions on agendum items or apologies should be directed to the Secretary of the Committee, Ruth Cooper (ext. 50295 or ruth.cooper@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/BFS+5+Nov+2014>

A G E N D A

ITEMS FOR CONSIDERATION BY THE COMMITTEE

1. Constitution, Membership and Terms of Reference

(a) Membership

TO RECEIVE:

An oral report from the Chair of the Faculty of Science regarding changes to the membership of the Board of the Faculty of Science.

TO REPORT:

That following a number of changes to membership approved by Chair's Action over the summer, the revised membership of the committees within the Faculty of Science for the academic year 2014/15 is as follows:

- (i) Board of the Faculty of Science, paper BFS.01a/14-15 (copy attached);
- (ii) Undergraduate Studies Committee of the Faculty of Science, paper BFS.01b/14-15 (copy attached);
- (iii) Graduate Studies Committee of the Board of the Faculty of Science, paper BFS.01c/14-15 (copy attached);
- (iv) Faculty of Science Information Technology Committee, paper BFS.01d/14-15 (copy attached);
- (v) Examination Appeals Committee Panels, paper BFS.01e/14-15 (copy attached);
- (vi) Representatives of the Science Faculty on other Committees, paper BFS.01f/14-15 (copy attached).

Noting that changes to the documents BFS.01a-f/14-15 highlighted **in yellow** have been approved by the Chair of the Board of the Faculty of Science by Chair's Action on behalf of the Board, but not yet been approved by Steering Committee on behalf of Senate.

TO CONSIDER:

The remaining vacancies from Departments, and for representatives of the Faculty of Science to other University committees.

(b) Terms of Reference

TO REPORT:

That Statute 17(4) states that the Board of each Faculty shall 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 15;
- (vii) To discharge such other functions as the Senate may from time to time determine.

2. Minutes

TO CONSIDER:

The minutes of the meeting of the Board of the Faculty of Science held on 21 May 2014 (copy attached).

3. Matters arising on the Minutes

(a) Election of Board Members to the Senate (minute BFS.40(d)/13-14 refers)

TO REPORT:

- (i) That Professor Robin Ball's reappointment was formally approved by Senate at its meeting on 1 October 2014.
- (ii) That, following the vacancy left by Professor Shipman's resignation from Senate, and a nomination process followed during the summer vacation, Professor Alison Rodger (Chemistry) was nominated by the Board of the Faculty of Science to replace Professor Shipman on Senate.
- (iii) That Professor Alison Rodger's appointment was formally approved by Senate at its meeting on 1 October 2014.

- (b) Faculty of Science webpages (minute BFS.41(a)/13-14 refers)

TO REPORT:

That the webpages went live in June 2014.

- (c) Faculty of Science Thesis Prizes (minute BFS.41c/13-14 refers)

TO REPORT:

(i) That the prizes were distributed in July 2014, with two Faculty prizes given out at with the end of year Faculty event on 23 July 2014.

(ii) That £4,500 from the Faculty budget was used to fund the prizes in 2013/14.

- (f) University Strategy (minute BFS.42e/13-14 refers)

TO REPORT:

That the new University Strategy has been published and can be viewed online:
<http://www2.warwick.ac.uk/about/strategy>

4. Chair's Action

TO REPORT:

- (a) That the Chair, acting on behalf of the Board of the Faculty of Science, approved changes to membership of the Faculty committees (agenda item 1 refers, and paper BFS.01a-f/14-15 (copy attached)).
- (b) That the Chair, acting on behalf of the Board of the Faculty of Science, approved the nomination of Professor Alison Rodger for the vacancy on Senate (left after Professor Mike Shipman's decision to step down as a member of Senate) and recommended to Senate that Professor Alison Rodger's nomination be approved.
- (c) That the Chair, acting on behalf of the Board of the Faculty of Science, approved changes to the FYBOE nominations for the meetings in June and in September 2014, and recommended to Senate that these changes be approved.

5. Chair's Business

- (a) Faculty of Science Advisory Board

TO REPORT:

- (i) That the summer term meeting of the Science Faculty Advisory Board took place on 9 June 2014;
- (ii) That the Science Faculty Advisory Board will not continue, as the University will be moving to a project-based model of advisory bodies in the future.
- (iii) That external members of the Advisory Board each received a letter from the Registrar informing them of this and thanking them for their service.

TO RECEIVE:

The report from the June 2014 meeting of the Science Faculty Advisory Board, paper BFS.02/14-15 (copy attached).

(b) Faculty Budgets/Special Projects

TO REPORT:

- (i) That £12,000 (incl. VAT) was transferred from the 2013/14 budget for the Warwick space at the 2015 Cheltenham Science Festival.
- (ii) That a number of commitments have been made from the 2014/15 budget:
 - (A) £3000 has been committed to support the Christmas lectures in December 2014, which will be used to film the lectures;
 - (B) That up to £2000 has been committed to support iGEM expenses;
 - (C) That £300 has been committed to support a public engagement event;
 - (D) That £1000 has been committed to support “Meet the Scientist” careers events being organised by colleagues in Student Careers and Skills for Faculty of Science students in 2014/15;
 - (E) That £2500 was committed from the 2014/15 Faculty budget to support a “Standing up for Science” media workshop for early career researchers in May/June 2015.
 - (F) That up to £7000 has been committed towards the cost of updating Department webpages. (The Faculty budget is being offered towards half the development costs for an agreed subset of webpages for up to five Departmental websites, in 2014/15).
 - (G) That £2,500 has been committed to run the Widening Participation Forum Science and Survival event again for local schools on 11 December 2014.

TO CONSIDER:

- (iii) The 2014/15 Faculty Thesis Prizes;
- (iv) Other potential projects for 2014/15.

(c) Athena SWAN

TO REPORT:

- (i) That the Department of Computer Science has successfully achieved the Bronze Athena SWAN award;
- (ii) That the University of Warwick is one of only three institutions where all STEM departments have Athena awards;
- (iii) That the School for Life Sciences will be submitting for a Silver Athena Swan award in the November 2014 submission round.

(d) Senior Women's Network

TO REPORT:

That the next meeting of the Senior Women's Network will take place on 27 November 2014.

(e) Women in Technology and Engineering

TO RECEIVE:

- (i) An oral report from the Chair.
- (ii) A composite paper showing the responses from all departments regarding initiatives being taken, or planned, to increase the recruitment of women students to courses where they are currently under-represented (BFS.04/14-15, copy attached).
- (iii) The University of Warwick's pledge to Your Life, a new government initiative working in partnership with industry, education and government to boost female participation in technology and engineering (paper BFS.05/14-15, copy attached).

(f) Heads of Department Forum (HoDs Forum)

TO REPORT

- (i) That the first meetings of the HoDs forum took place on 10 September and 16 October 2014;
- (ii) That alternate meetings will have a research focus.

TO RECEIVE:

An oral report from the Chair.

6. Assessment and Feedback

TO RECEIVE:

A composite report on timeliness of feedback on assessments submitted during the Summer term 2013-14 across the Faculty of Science, paper BFS.03/14-15 (copy attached).

7. University Research Centres

Centre for Predictive Modelling

TO CONSIDER:

A proposal from the School of Engineering to establish a new University Research Centre for Predictive Modelling, as set out in paper BFS.06/14-15 (copy attached).

8. Triennial Review of Faculty Research Centres

TO RECEIVE:

Paper BFS.07/14-15 (copy attached) setting out details for the review of the following University Research Centres relevant to the Faculty of Science:

- (a) Centre for Discrete Mathematics and its Applications (DIMAP);
- (b) Centre for Research in Statistical Methodology (CRiSM);
- (c) Fluid Dynamics Research Centre;
- (d) Centre for Cognitive and Neural Systems (CCNS)
- (e) Centre for Magnetic Resonance;
- (f) Warwick Centre for Analytical Science (W-CAS);
- (g) Centre for Fusion, Space and Astrophysics (CFSA).

TO REPORT:

- (h) That the Centre for Cognitive and Neural Systems (CCNS) is in abeyance, and unless there are objections, the Research Committee will recommend that this Centre is formally disestablished;
- (i) That the Centre for Fusion, Space and Astrophysics (CFSA) was reviewed in 2013/14 and was recommended by the Research Committee for re-review in 2014/15.

TO CONSIDER:

- (j) Evidence, as set out in paper BFS.07/14-15, that the Centres provide added value, contribute to the University Strategy and are sustainable in the long term.
- (k) The proposal by the Research Committee to formally disestablish the Centre for Cognitive and Neural Systems (CCNS).

9. Faculty of Science Teaching and Learning Showcase Events

TO REPORT:

- (a) That the Faculty of Science, in collaboration with the Learning and Development Centre, would run a new series of Faculty-based Teaching and Learning Showcase events for the academic year 2014/15;
- (b) That the term 1 event would take place on 3 December 2014 at 2pm;
- (c) That the December event will focus on the sharing of good practice across Faculty departments.

TO RECEIVE:

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

10. EPSRC Expectations on Research Data Management

TO RECEIVE:

A paper: "Clarifications of EPSRC expectations on research data management" (BFS.08/14-14, copy attached).

TO REPORT:

- (a) That the paper requires data to be accessible via an enduring URL, and described by searchable metadata.
- (b) That the requirements outlined in the paper will require developments to University policy, supported by infrastructure.

TO CONSIDER:

The Board's response to these requirements.

11. Teaching and Learning Building

TO RECEIVE:

- (a) An oral report from Mr Daniel Gibbons, Senior Project Manager (Team Leader), Estates.
- (b) A summary paper from Mr Daniel Gibbons (BFS.09/14-15, to be tabled).

TO CONSIDER:

The Board's response to the proposed plans.

12. Tier 4 Compliance

TO RECEIVE:

A paper from the Compliance Officer (Student Immigration) regarding Tier 4 compliance (BFS.10/14-15, copy attached).

TO REPORT:

That the Compliance Officer (Student Immigration) will be invited to attend an appropriate faculty meeting to brief department representatives about future developments with Tier 4 compliance.

13. 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.

14. 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 Committee 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 commencement of the meeting.

15. **Report from the Faculty of Science IT Committee**

TO RECEIVE:

The minutes of the meetings of the Faculty of Science IT Committee held on 8 May 2014 (copy on filestore).

16. **Report from the Undergraduate Studies Committee**

TO RECEIVE:

The minutes of the meeting of the Undergraduate Studies Committee of the Board of the Faculty of Science held on 15 October 2014 (copy to follow on filestore).

17. **Report from the Graduate Studies Committee**

TO RECEIVE:

The minutes of the meeting of the Graduate Studies Committee of the Board of the Faculty of Science held on 22 October 2014 (copy available on filestore).

18. **Dates of Future Meetings**

TO REPORT:

- (a) That the future meetings of the Board of the Faculty of Science in the academic year 2014/15 would be held on the following dates:

Wednesday 11 February 2015, 09.30 – 11.30am, CMR1.0, University House

Wednesday 20 May 2015, 09.30 – 11.30am, CMR1.0, University House

- (b) That the future Faculty of Science lunches in the academic year 2014/15 would be held on the following dates:

Wednesday 4 February 2015, 12.00 – 1.30pm, CMR1.0, University House

Wednesday 20 May 2015, 12.00 – 1.30pm, CMR1.0, University House