

**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 **11 February 2015** at **9.30am** 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](mailto:ruth.cooper@warwick.ac.uk)).**

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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+11+Feb+2015>

**A G E N D A**

**ITEMS FOR CONSIDERATION BY THE COMMITTEE**

1. Minutes

TO CONSIDER:

Minutes of the meeting of the Board held on 5 November 2014.

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 online from <http://www.hefce.ac.uk/pubs/year/2009/200914/>.

3. Appointment of the new Chair of the Faculty of Science

TO CONSIDER:

A report from the Registrar and Chief Operating Officer (to be read) regarding the recommendation of the Vice-Chancellor for the appointment of the Chair of the Faculty of Science.

#### 4. Matters arising on the Minutes

- (a) Science and Survival Widening Participation Event (minute BFS.5(c)/14-15 refers)

TO REPORT:

- (i) That the event took place on 11 December 2014, and was attended by more than 70 pupils from local schools.
- (ii) That feedback from the schools about the event was positive.

- (b) EPSCR Expectations on Research Data Management (minute BFS.10/14-15 refers)

TO REPORT:

That the recommendations from the Board of the Faculty of Science were sent to the University Librarian and a response is pending.

- (c) Teaching and Learning Building (minute BFS.12/14-15 refers)

TO REPORT:

That the Senior Assistant Registrar (Space Management and Timetabling) had responded with clarifications from the Pro-Vice-Chancellor (Academic Planning and Resources) about the new Teaching and Learning Building:

- (i) The Chair of the Faculty of Science had been invited to join the Project Progressing Group to ensure appropriate representation from the Faculty of Science;
- (ii) That the design team were considering very carefully the issue of circulation and changeover times between lectures and has reviewed locations across campus where issues have been identified;
- (iii) That the design team is proposing the use of triple glazing informed by a thermal model of the building to address heating/cooling issues associated with large amounts of glazing;
- (iv) That the majority of teaching spaces in the new building would be additional to current provision;
- (v) That, in December 2014, the only centrally timetabled teaching rooms under consideration for decommissioning were LIB1 (80 capacity) and LIB2 (100 capacity), but a final decision had not yet been taken;
- (vi) The distance from the pavement on University Road to the front of the glazing of the main circulation area is 7.4m;
- (vii) Planning permission was in the process of being submitted in December 2014, and the plans would be shared via insite.

- (d) Faculty of Science Thesis Prizes (minutes BFS.03(c)/14-15 and BFS.41c/13-14 refers)

TO REPORT:

- (i) That the announcement about the 2014/15 Faculty Thesis Prize was sent to Departments, DTCs and Type I Research Centres on 29 January 2015.

- (ii) That Departments and Type I Research Centres are invited to run their own prize competitions in line with the Faculty of Science terms and conditions <http://www2.warwick.ac.uk/fac/sci/staffresources/thesisprizes2015>
- (iii) That with the exception of Statistics (the John Copas award currently follows different dates), the competition is open to theses that have been passed or are subject to only minor corrections by the examiners in the 2014 calendar year, i.e. theses passed and viva undertaken between 1st January 2014 and 31st December 2014.
- (iv) That PhD supervisors can make nominations from 1 February until 16 March 2015.
- (v) That colleagues are asked to ensure that information about the Faculty Thesis Prize 2015 is disseminated as widely as possible within Departments/DTCs and Research Centres.

5. Chair's Action

TO REPORT:

That the Chair, acting on behalf of the Board of the Faculty of Science, approved changes to membership of the Faculty committees and will be recommending to Senate that these changes be approved (agenda paper BFS.01(a)-(c)(REVISED)/14-15 (copy on filestore)).

6. Chair's Business

(a) Faculty Budgets/Special Projects

TO REPORT:

That since the last meeting, a commitment of £2000 towards the cost of the International Conference on Women in Physics, which would be hosted by the University of Birmingham on behalf of the Midlands Physics Alliance has been made from the 2014/15 budget.

TO RECEIVE:

A report from the Director of WIDER about the use of the Faculty of Science funding received in 2013/14 (paper BFS.12/14-15, copy on filestore).

(b) Cheltenham Science Festival

TO RECEIVE

An oral report from the Chair.

(c) Diversity in Higher Education Leadership

TO RECEIVE:

An oral report from the Chair.

(d) California

TO RECEIVE:

An oral report from the Chair.

7. University Research Centres

Centre for Television History, Heritage and Memory Research

TO CONSIDER:

A request from the Department of Film and Television Studies to establish a new Centre for Television History, Heritage and Memory Research, as set out in paper RC.20/14-15 (copy attached).

8. Report from the Chair of the Faculty of Science Undergraduate Studies Committee

TO REPORT:

- (a) That the Faculty of Science Undergraduate Studies Committee received a paper at its meeting on 15 October 2014 from the Institute of Mathematics (SUGS.8/14-15, copy on filestore) highlighting issues with the calculation of final marks using the current regulations (replacing the Seymour formula) for undergraduate students who have taken more than the required number of CATS;
- (b) That the Faculty of Science Undergraduate Studies Committee set up a working group to look at the issues raised in the paper;
- (c) That the Overcatting (or Seymour Replacement) Working Group included members from all Faculty of Science Departments which currently allow overcatting, as well as representatives from the Faculties of Arts and Social Sciences;
- (d) That the Overcatting Working Group met on 9 December 2014 and made a number of proposals which were considered at the Undergraduate Studies Committee on 28 January (paper SUGS.15/14-15), and will be considered by the Board of Undergraduate Studies Committee at its next meeting on 10 February 2015.

TO RECEIVE:

- (e) An oral report from the Chair of the Faculty of Science Undergraduate Studies Committee.

TO CONSIDER:

- (f) A paper from the Overcatting Working Group (SUGS.15/14-15, copy attached);

9. 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.

10. Any Other Business

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**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.

11. Report from the Faculty of Science IT Committee

TO REPORT:

That the Faculty of Science IT Committee had not met in 2014/15.

12. 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 28 January 2015 (copy to follow on filestore).

13. 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 26 January 2015 (copy to follow on filestore).

14. Assessment and Feedback

TO RECEIVE:

A composite report on timeliness of feedback on assessments submitted during the Autumn term 2014-15 across the Faculty of Science, paper BFS.11(REVISED)/14-15 (copy on filestore).

15. Dates of Future Meetings

TO REPORT:

(a) That the final meeting of the Board of the Faculty of Science in the academic year 2014/15 will take place on Wednesday 20 May 2015, 09.30 – 11.30am, CMR1.0, University House.

(b) That the final Faculty of Science lunch in the academic year 2014/15 will take place on Wednesday 20 May 2015, 12.00 – 1.30pm, CMR1.0, University House.