

UNIVERSITY OF WARWICK

FACULTY OF SCIENCE

Board of the Faculty of Science

Minutes of the meeting of the Board of the Faculty of Science held on 23 May 2012

Present: Professor P A Thomas (in the Chair), Professor R Ball, Professor S Banerji, Dr J Cave, Dr A Cristea, Professor A Czumaj, Professor D Evans, Professor D Firth, Professor D Haddleton, Professor M Keeling, Dr D Leadley, Dr P Martini, Professor J McCarthy, Professor R Napier, Dr A M Price, Dr J Robinson, Professor P Scott, Professor M Shipman, Professor C Sparrow, Dr D Wood

Apologies: Professor T Bugg, Professor R Dashwood, Professor J Davey, MR R Shah, Professor S Shapiro, Mr A Sheikh, Mr T Skelhon, Professor M Steel, Professor N Stocks, Professor J Tresilian.

In attendance: Ms Y Salter-Wright (part), Mrs H Ireland, Mr S Williams.

The Minutes are split into two sections: items considered by the Committee and items reported without further discussion unless requested by a member of the Committee.

MINUTES

ITEMS CONSIDERED BY THE COMMITTEE

40/11-12 Minutes

CONSIDERED:

The minutes of the meeting of the Board of the Faculty of Science held on 8 February 2012

RESOLVED:

That the minutes of the meeting of the Board of the Faculty of Science held on 8 February 2012 be approved.

41/11-12 Matters arising on the Minutes

(a) Appointment of the Chair of the Faculty of Science (minute BFS 23/11-12 refers)

RECEIVED:

The following statement from the Registrar:

- (i) That the Faculty Board and the Senate at their meetings in the Spring Term of 2011 received a proposal for revised arrangements for the selection and appointment of Faculty Board Chairs to enable the recommendations of the Harris Review to be implemented;
- (ii) That In accordance with those revised arrangements and Statute 17 (3), the Vice-Chancellor recommended that Professor Pam Thomas be reappointed

as Chair of the Board of the Faculty of Science for the 2012/13 academic year;

- (iii) That the current Statute¹⁷ (3) provides for annual reappointment although the approved recommendations arising from the Harris Review establish an expectation that the term of office for a Faculty Board Chair should be for an initial period of three years. A revised Statute will be brought forward in the new Academic Year to implement this change.

CONSIDERED:

The reappointment of Professor Pam Thomas as the Chair of the Board of the Faculty of Science for the 2012/13 academic year on the recommendation of the Vice-Chancellor.

RESOLVED:

That Professor Pam Thomas be appointed as the Chair of the Board of the Faculty of Science for the 2012/13 academic year.

- (b) University Research Centre Governance and Guidelines (minute BFS.29/11-12 refers)

CONSIDERED:

A cover note along with the provisional Research Centre Guidelines as considered and provisionally revised by the Research Committee, paper BFS.21/11-12 with a view to all further comments and suggested revisions being collected and put forward to the next Research Committee and the final Guidelines recommended to the Senate for approval at its meeting on 4 July 2012.

REPORTED: (by Professor D Haddleton)

That it would be helpful if the Guidelines included the categorisation of existing University Research Centres.

RESOLVED:

- (i) That the Research Committee be requested to:
 - A. consider whether the processes for the establishment, annual review and triennial review of a University Research Centre, as set out in the flowcharts attached to the provisional Research Centre Guidelines, might be further streamlined;
 - B. consider developing a set of indicators that would clarify the level of reputational, intellectual and/or financial added value required for a University Research Centre to be sustainable;
 - C. consider clarifying further within the Guidelines the HR dimension of University Research Centres covering such issues as the employment of staff.
- (ii) That any further comments on the revised Guidelines should be sent to the Head of Governance Support Services by 1 June 2012.

42/11-12 Chair's Business

RECEIVED:

An oral report on the Faculty of Science Advisory Board Strategy Day held on 22 May 2012.

REPORTED:

- (a) That the Faculty of Science is the only Faculty that still has an active Advisory Board
- (b) That the two topics discussed were alumni engagement and employability
- (c) That notes from Faculty of Science Advisory Board Strategy Day would be circulated to participants shortly so that suggestions could be taken forward

43/11-12 Faculty Appointments and Elections

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

CONSIDERED:

The proposed constitutions and nominations for memberships of the following committees for the academic year 2012/13:

- (i) Board of the Faculty of Science, paper BFS.14/11-12(revised)
- (ii) Sub-Faculty of Science, paper BFS.15/11-12(revised)
- (iii) Graduate Studies Committee of the Board of the Faculty of Science, paper BFS.16/11-12(revised)
- (iv) Faculty of Science Information Technology Committee, paper BFS.17/11-12 (revised)
- (v) First Year Board of Examiners, paper BFS.18/11-12(revised)
- (vi) Undergraduate and Graduate Appeals Committee Panels, BFS.19/11-12 (revised)

RESOLVED:

That the proposed constitutions and nominations for memberships of the above committees for the academic year 2012/13 be approved with the addition of the nominations tabled at the meeting from the Department of Physics.

(b) Membership of the Faculty on other University Committees

CONSIDERED:

Representation of the Faculty on other University Committees, BFS.20/11-12 (revised)

RESOLVED:

That the proposed representation of the Faculty on other University Committees be approved as set out in paper BFS.20/11-12(revised)

(c) Changes to Membership of the First Year Board of Examiners for 2011/12

RECOMMENDED: (to the Senate)

That Dr I Tuersley replace Dr J Wallbank as a WMG representative on the First Year Board of Examiners for the Faculty of Science for 2011/12 and that Dr R Allaby from the School of Life Sciences be appointed as an additional member on the recommendation of the Sub-Faculty of Science.

(d) Representatives on the Senate

REPORTED:

That the six continuing members of the Senate appointed by the Board of the Faculty of Science (with the end of their term of appointment in brackets) are as follows:

Professor R Ball (2014)	Department of Physics
Professor A Czumaj (2013)	Department of Computer Science
Professor S Jacka (2013)	Department of Statistics
Professor J McCarthy (2013)	School of Life Sciences
Professor M Shipman (2013)	Department of Chemistry
Professor C Sparrow (2013)	Warwick Mathematics Institute

44/11-12 Institutional Review of Teaching and Learning

(a) Faculty Engagement Report

CONSIDERED:

The Faculty Engagement Report (Science with Medicine), paper TLR.97/11-12, and the summary paper considered at Steering on 14 May 2012, paper SC.339/11-12, along with responses from administrative heads to the Faculty Engagement reports, papers AQSC.93-97/11-12 and a cover sheet on the outcomes of the Faculty Engagements, paper BFS.23/11-12.

REPORTED: (by Professor D Evans)

- (i) That the timetabling of exams was an issue that had not been highlighted in the Faculty of Science report, but had been highlighted in the Academic Office's response to the Faculty of Social Sciences' report;

(by Professor R Ball)

- (ii) That not all members of the Board agreed with recommendation 11.2 (c) that the University should ensure students on joint degree courses be provided with a personal tutor in both departments in which they are enrolled;

(by the Chair of the Faculty of Science)

- (iii) That the Faculty had prioritised a number of the suggestions made in the report, including the piloting of clickers in lectures and the setting up of a Faculty-wide employability network and a Faculty-wide widening participation network;

(by Professor M Shipman)

- (iv) That those student experience investment bids to ARC that were cross-Faculty or cross-departmental would be better received

RESOLVED:

That the Chair of the Faculty of Science would produce a Faculty Board response to the Faculty Engagement Report and that any further comments should be sent to the Chair by 30 May 2012.

(b) Format of Future Reviews of Departments

CONSIDERED:

A paper on the format of future reviews of departments considered at Steering on 14 May 2012, paper SC.340/11-12, along with a cover sheet setting out Steering's endorsement of the recommended approach, whilst noting that further thought needs to be given to the approach with respect to the review of research, paper BFS.24/11-12.

RESOLVED:

That the Board of the Faculty of Science endorsed the approach recommended by the Institutional Review Steering Group and endorsed by the Steering Committee with respect to the review of teaching and learning.

45/11-12 Learning and Teaching Strategy

REPORTED:

That a revised Learning and Teaching Strategy was in the process of being developed in light of the refreshed Vision 2015 and the outcomes of the Institutional Review and that a sub-group of the Faculty of Science would be convened to review the draft Strategy on behalf of the Faculty Board.

RESOLVED:

That the membership of the sub-group tasked with reviewing the draft Strategy as well as the Warwick Community Agreement would be as follows:

Professor P A Thomas (Chair)
Professor S Banerji (WMG)
Dr A M Price (Engineering)
Dr J Robinson (Physics)
Dr D Wood (Mathematics)

46/11-12 Warwick Community Agreement

TO REPORT:

- (a) That at its meeting on 2 February 2012 the Academic Quality and Standards Committee resolved that a small Group be formed to develop a statement setting out the mutual roles and responsibilities of students and the University but that this not be called a 'Student Charter'.
- (b) That subsequently AQSC's decision was reported to the Steering Committee at its meeting on 13 February and this approach was endorsed. In particular there was a view that being able to frame the relationship between student and staff in terms

of a partnership at as early a stage as possible would be welcome and could mitigate against the perception of a student as consumer.

- (c) That a Working Group including staff and student representation had been convened and was in the process of finalising an initial draft of the document for consultation which was titled the Warwick Community Agreement.
- (d) That the sub-group of the Faculty being convened to consider the draft Learning and Teaching Strategy would also consider the draft of the Warwick Community Agreement.

47/11-12 Report from the Sub-Faculty of Science

RECEIVED:

The minutes of the meeting of the Sub-Faculty of Science held on 9 May 2012.

REPORTED: (by Professor C Sparrow)

That the provisional position of Warwick Mathematics Institute on the removal of the Seymour Formula was as follows:

- (a) That it supported the removal of any reference to the Seymour Formula and to “awarding extra credit”, but wished to continue advertising that in determining degree classification, the Exam Board would take into account “overcattling” in a appropriate way;
- (b) That it should be made clearer to students and the QAA that the use of the University Exam Conventions Section 2.3 already prevented the award of degree classes in cases where there was not sufficient work of the required quality in enough appropriate modules;
- (c) That the maximum number of CATS students should be allowed to take on all courses could be reduced from 180 to 150;
- (d) That the amount of “overcattling” taken into account by the Exam Board in determining degree classification could be limited to 138 CATS;
- (e) That discussions should be held with each of the joint degrees with the aim of refining regulations to avoid any possible perception of unfairness between students on different degrees;
- (f) That it would look to review course regulations to retain flexibility and breadth, but avoid introducing unnecessary complications;
- (g) That it required time to work out the details of a proposal that would satisfy all parties and be QAA defensible.

RESOLVED:

That the Chair of the Faculty of Science along with the Heads of the Departments of Computer Science, Mathematics, Physics and Statistics would investigate with a view to taking a proposal to Senior Management on how the issue of overcattling might be taken forward in the absence of the word “Seymour”.

48/11-12 Items to be brought to the Senate

CONSIDERED:

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

RESOLVED:

That the following items should be brought to the Senate for consideration:

- (a) The appointment of the Chair of the Board of the Faculty of Science for the 2012/13 academic year;
- (b) University Research Centre Governance and Guidelines;
- (c) Institutional Review of Teaching and Learning;
- (d) Changes to the First Year Board of Examiners for the academic year 2011/12;
- (e) Faculty of Science appointments and elections for 2012/13

49/11-12 Any Other Business

REPORTED:

That Helen Reynolds, currently Contracts Officer in the Department of Chemistry, had been appointed Faculty of Science Impact Officer and would start this new role (initially on a part-time basis) from mid-June.

50/11-12 Reserved Items

REPORTED:

That the Chair had approved the reserved minutes of the meeting of the Board of the Faculty of Science held on 8 February 2012 and that there were no new reserved items for the Board to consider.

ITEMS REPORTED AND APPROVED WITHOUT FURTHER DISCUSSION

51/11-12 Report from the Faculty of Science IT Committee

REPORTED:

That the minutes of the meeting of the Faculty of Science IT Committee held on 9 May 2012 would be received at the next meeting of the Board in the Autumn Term.

52/11-12 Report from the Graduate Studies Committee

RECEIVED:

The minutes of the meeting of the Graduate Studies Committee of the Board of the Faculty of Science held on 15 May 2012

RESOLVED:

That all recommendations from the Graduate Studies Committee of the Board of the Faculty of Science be approved.

53/11-12 Report from the Faculty of Science Research and Innovation Committee

RECEIVED:

The minutes of the meetings of the Faculty of Science Research and Innovation Committee held on 23 January and 20 February 2012 and draft minutes of the meeting held on 20 April 2012.

RESOLVED:

That all recommendations from the Faculty of Science Research and Innovation Committee be approved.

54/11-12 Dates of Future Meetings

REPORTED:

- (a) That dates for meetings of the Board of the Faculty of Science for the academic year 2012/13 have not yet been confirmed by the University;
- (b) That dates for meetings of the Board of the Faculty of Science for the academic year 2012/13 will be circulated by the Secretariat as soon as they become available.

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