

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 9 November 2011

- Present: Professor P A Thomas (in the Chair); Professor R Ball, Professor S Banerji, Dr J Cave, Dr A I Cristea, Professor A Czumaj, Professor J Davey, Professor D Evans, Professor D Firth, Professor D Haddleton, Professor D Leadley, Dr P Martini, Professor J McCarthy, Professor C McConville, Professor R Napier, Dr J Robinson, Mr A Sheikh, Professor M Shipman, Mr T Skelhon, Professor C Sparrow, Dr D Wood.
- Apologies: Professor G Brown, Professor R Dashwood, Professor M Keeling, Dr A M Price, Mr R Shah, Professor S Shapiro, Professor M Steel, Professor N Stocks.
- In attendance: Mrs H Ireland, Dr K Leppard (for Item 3(b), Faculty of Science IT Committee), Mr S Williams.
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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

1/11-12 Constitution, Membership and Terms of Reference

(a) Membership

REPORTED:

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 2011/12 was as follows:

- (i) Board of the Faculty of Science, paper BFS.01/11-12 (copy attached).
- (ii) Sub-Faculty of Science, paper BFS.02/11-12 (copy attached).
- (iii) Graduate Studies Committee of the Board of the Faculty of Science, paper BFS.03/11-12 (copy attached).
- (iv) Faculty of Science Information Technology Committee, paper BFS.04/11-12 (copy attached).
- (v) First Year Board of Examiners, paper BFS.05/11-12 (copy attached).
- (vi) Examination Appeals Committee Panels, paper BFS.06/11-12 (copy attached).
- (vii) Representatives of the Science Faculty on other Committees, paper BFS.07/11-12 (copy attached).

CONSIDERED:

The remaining vacancies for representatives of the Faculty of Science on other University Committees for 2011/12, as set out in paper BFS.07/11-12.

RESOLVED:

- (i) That Dr D Wood's nomination as one of the two Board of the Faculty of Science representatives on the E-Learning Steering Group be approved.
- (ii) That Board members would send nominations to the Faculty Chair for the remaining vacancies, noting the importance of filling the two vacancies on the Investigating Committee Panel

(b) Terms of Reference

REPORTED:

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

2/11-12 Minutes

RECEIVED:

The minutes of the meeting of the Board of the Faculty of Science held on 25 May 2011.

RESOLVED:

That the minutes of the meeting of the Board of the Faculty of Science held on 25 May 2011 be approved.

3/11-12 Matters arising on the Minutes

- (a) Appointment of the Head of the Department of Psychology (minute BFS.44/10-11(b) refers)

REPORTED:

That following a process of informal consultation, a formal consultation with the Department of Psychology would now take place with the objective of appointing a new Head of Department by February 2012.

- (b) Faculty of Science IT Committee (minute BFS.48/10-11 refers)

REPORTED:

That at the meeting of the Board of the Faculty of Science held on 25 May 2011 it was resolved that the issue of having a separate Faculty IT Committee should be discussed at the next meeting of the Board of the Faculty of Science.

CONSIDERED:

The issue of whether the Board of the Faculty of Science should have a separate Faculty IT Committee or not.

RESOLVED:

- (i) That the Faculty of Science IT Committee served a useful purpose and should continue to operate
 - (ii) That the Faculty's E-Learning Steering Committee representatives would be asked to feed into future meetings of the Faculty IT Committee
- (c) Student Experience Investments (minute BFS.48/10-11 refers)

REPORTED:

That at the meeting of the Board of the Faculty of Science held on 25 May 2011 it was resolved that the issue of student experience investments should be discussed at the next meeting of the Board of the Faculty of Science.

RESOLVED:

That a discussion of student experience investments within the Faculty of Science would be postponed until the Spring Term meeting so that it could take place in light of the outcomes of the Institutional Teaching and Learning Review.

4/11-12 Chair's Business

- (a) Faculty of Science Advisory Board

REPORTED:

- (i) That the next meeting of the Faculty of Science Advisory Board would take place on 6 December at Deloitte's Office in New Street Square, London.
- (ii) That the provisional agenda would include updates on the Life Sciences/Medicine interface through the Liverpool School of Tropical Medicine and the New York Applied Sciences Campus bid with the substantive item being a discussion of proposals for the use of HEIF5 funding, subject to the approval of the Pro-Vice-Chancellor responsible.

(b) Faculty of Science Lunch

REPORTED:

- (i) That two items had been discussed at the Faculty of Science Lunch held on 26 October 2011: Widening Participation and the new eProcurement System for Science and Engineering (OPeRA)
- (ii) That the level of detail provided by the Widening Participation Dashboard data had been very well received, noting that it would be useful to know whether the students reported on had chosen Warwick as their Firm or Insurance choice
- (iii) That the Dashboard had been rolled out to departments through each department's widening participation representative
- (iv) That following the Faculty Lunch, the Faculty Chair had received an update from IT Services on the new OPeRA system regarding the Faculty's concerns over the full list of pilot department cost codes being exposed to any shopper stating that having discussed the issue with SciQuest, a solution had been identified that should satisfy the Board
- (v) That instead of OPeRA providing a drop down list of all departmental cost codes from which to select a code, shoppers would instead have to type in their cost codes which would be checked for validity and that as part of the roll out, staff will be helped to set up a personal list of appropriate codes.

(c) Materials and Analytical Sciences Building

REPORTED:

That the Materials and Analytical Sciences Building was a magnificent new facility that would allow many new cross-Faculty collaborations to be launched.

(d) Plans for School of Life Sciences Building

REPORTED:

- (i) That the main drivers for a new building for the School of Life Sciences were the need to promote interdisciplinarity (which has financial as well as scientific imperatives) and the need to improve energy and space efficiency.
- (ii) That although a target of £10m had been agreed for fundraising, there was still a need for the University to determine the size of the total budget for the project.
- (iii) That a Project Progressing Group had been set up, chaired by the Faculty Chair, and that the first stage of the project to bring the glasshouses onto campus from Wellesbourne in order to save money and create an integrated community would be completed by summer 2012.

(e) IATL

REPORTED:

That the Institute of Advanced Teaching and Learning would welcome applications for funding for innovative and interdisciplinary projects from the Faculty of Science as the Faculty is currently underrepresented.

(f) University's Institutional Faculty Engagement

REPORTED:

That the University was currently looking for external Chairs for the Institutional Faculty Engagement in spring 2012 and that if Board members had any suggestions they should be passed to the Faculty Chair.

(g) Future role of the Faculty of Science

REPORTED:

(i) That the Chair had decided not to table a short discussion paper on the future role of the Faculty of Science as decisions taken regarding the University's Senior Management may have an impact, but that a discussion about the Faculty Chair's role and the operation of the Faculty Board meetings would take place at a future meeting of the Board of the Faculty of Science.

(ii) That the Faculty Chair intended to appoint a Deputy from the Board of the Faculty of Science in the near future and would welcome any recommendations.

(h) Changes to the University's Senior Management Team

REPORTED:

That it was unlikely that a new Deputy Vice-Chancellor would be appointed before the 2012/13 academic year, but that the vacancy for a new Registrar had already been advertised.

(i) Development of an Hispanic Studies Unit

CONSIDERED:

A paper from the Chair of the Faculty of Arts, paper BFA.1/11-12, seeking approval for the creation of Hispanic Studies and a Sub-faculty of Modern Languages, noting that, at its meeting on 5 October 2011, the University Senate approved proposals from the Deputy Vice-Chancellor and Chair of the Faculty of Arts for the formation of an Hispanic Studies unit and a Sub-Faculty of Modern Languages as set out in Senate paper S.4/11-12.

REPORTED: (by the Chair on behalf of Professor S Shapiro)

That the Faculty of Arts enthusiastically supported the creation of an Hispanic Studies Unit, noting it would complement plans for new postgraduate degrees in World Literature as well as provide economies of management and a mechanism of coordination for the Heads of the Languages Departments and the Language Centre.

RESOLVED:

That the Board of the Faculty of Science endorsed the proposal to establish a new Sub-Faculty of Modern Languages including an Hispanic Studies Unit, noting that the use of the term "Sub-Faculty" in Statute 18(1) meant two very different things in relation to the Sub-Faculty of Modern Languages and the Sub-Faculty of Science.

(j) School of Health and Social Studies (SHSS) Consultation

CONSIDERED:

A consultation paper from the Pro-Vice-Chancellor for Research (Arts and Social Sciences) on the review of the School of Health and Social Studies as set out in paper BFS.8/11-12.

REPORTED:

(by Professor C Sparrow)

- (i) That following a proposal from the School of Health and Social Studies (SHSS) that it should move into Warwick Medical School, a Working Party had been created to consider whether SHSS move anywhere or not and if so, where it should move to.

(by Professor J Davey)

- (ii) That the driver for moving SHSS to Warwick Medical School was that staff from SHSS already did a lot of their teaching there and that following the contraction of staff numbers in SHSS, this would be a way of protecting the remaining staff as well as the related medical teaching.

RESOLVED:

That anyone on the Board of the Faculty of Science who had a view on the future of SHSS should inform Professor C Sparrow in his capacity as a member of the SHSS Working Party.

5/11-12 Items to be brought to the Senate

CONSIDERED:

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

RESOLVED:

That there were no items that needed to be brought to the Senate for consideration.

6/11-12 Any Other Business

REPORTED: (by Mr T Skelhon)

That there were a number of issues of concern to the Students' Union representatives on the Board including the University's accommodation policy for final year students returning from a year spent out in industry and desk space in the School of Life Sciences.

RESOLVED:

That the Board of the Faculty of Science was not the appropriate place to resolve the kind of issues raised by the Students' Union representatives and that they should find a mechanism for resolving these kind of issues elsewhere.

ITEMS REPORTED AND APPROVED WITHOUT FURTHER DISCUSSION

7/11-12 Faculty Representatives on the Senate

TO REPORT:

- (a) That the continuing members of the Senate appointed by the Board of the Faculty of Science are as follows:

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

- (b) That following the departure of Professor Jonathan Seville from the University on 30 September 2011, there arose one vacancy for Board of the Faculty of Science representation on the Senate.
- (c) As per Regulation 2.2, a call was made for nominations to represent the Board on the Senate for the period 1 August 2011 to 31 July 2014.
- (d) As two nominations were received before the deadline, an email ballot was held with the candidates being Professor R Ball (Physics) and Professor R Dashwood (WMG).
- (e) Having received the most votes in the email ballot, Professor R Ball was elected to represent the Board on the Senate for the period from 1 August 2011 to 31 July 2014.

8/11-12 QAA Institutional Review

REPORTED:

- (a) That the University's QAA Institutional Review will take place in the academic year 2012/13 with the main QAA visit being in February 2013.
- (b) That given this is the first year of operation of a new QAA process, the University will be working over the next twelve months to prepare for this review.

9/11-12 New Module Catalogue

REPORTED:

That the University's new module catalogue is now fully live for undergraduate and postgraduate taught courses.

10/11-12 Course Approval Processes

REPORTED:

That the Teaching Quality Unit in the Academic Office is continuing to review course approval processes.

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

RECEIVED:

The minutes of the meeting of the Faculty of Science IT Committee held on 19 October 2011.

RESOLVED:

That all recommendations from the Faculty of Science IT Committee be approved.

12/11-12 Report from the Sub-Faculty

REPORTED:

That changes to Ordinance 7 (Constitutions of Faculty Boards) were approved by Council for the second time in October 2010, focussing mainly on the removal of any references to "full-time" or "permanent" members of staff, and that the Chair of the Board of the Faculty of Science had approved by Chair's Action the removal of any remaining references to "full-time" staff on the membership pages for the Sub-Faculty of Science (<http://www2.warwick.ac.uk/services/gov/atoz/sfs>)

RECEIVED:

The minutes of the meeting of the Sub-Faculty of Science held on 19 October 2011.

RESOLVED:

That all recommendations from the Sub-Faculty of Science be approved.

13/11-12 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 1 November 2011.

RESOLVED:

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

14/11-12 Report from the Faculty of Science Research and Innovation Committee

RECEIVED:

The minutes of the meeting of the Faculty of Science Research and Innovation Committee held on 15 June 2011.

RESOLVED:

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

15/11-12 Freedom of Information

REPORTED:

- (a) That the Steering Committee at its meeting on 29 October 2007 considered a paper outlining how the Freedom of Information Act 2000 applies to the publication of minutes of University bodies together with the University Publication Scheme adopted by the Steering Committee in December 2003, paper SC 60/07-08, and resolved that a standard item be included on the agenda of the first meeting of each University Committee at the start of each academic year to inform new members and to remind continuing members of the University policy on the publication of minutes.
- (b) That all non-reserved minutes and agenda of the Committee are published on the University's Governance website at:
<http://www2.warwick.ac.uk/services/gov/atoz/bfs/minutes/>
- (c) That copies of paper SC.60/07-08 are available from the Secretary (of the Steering Committee) on request.

16/11-12 Dates of Future Meetings

REPORTED:

That the future meetings of the Board of the Faculty of Science in the academic year 2011/12 would be held on the following dates:

Spring Term – Wednesday 8 February 2012, 3pm (Council Chamber)

Summer Term – Wednesday 23 May 2012, 2pm (Council Chamber)

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