

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 18 May 2017

- Present: Professor M Shipman (Chair), Professor T Ashley, Professor R Ball, Professor S Banerji, Dr DJ Britnell, Professor C Davis, Professor L Green, Professor L Frigerio, Professor D Haddleton, Professor S Jarvis, Professor D Leadley, Professor P Mawby, Dr Rachel Moseley, Professor R Roemer, Dr F Schlaghecken (Deputy Chair), Professor P Scott, Professor C Sparrow, Professor M Steel, Professor C Warhurst, Dr D Watson, Professor M Wills, Dr P Young.
- Apologies: Professor M Achtman, Professor K Ball, Dr A Clark, Professor R Goodwin, Professor R Procter, Dr D Quigley, Professor N Stocks.
- In attendance: Ms J Bowskill (Secretary), Professor L Gracia (for item 47/16-17), Ms L Hasler (for item 47/16-17), Professor C Hughes (PVC Education) (for item 45/16-17), Mrs H Ireland, Dr N de Noronha (for item 48/16-17), Mrs R Roke (for item 48/16-17), Dr H Toner, Mr C Vernon.
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ITEMS CONSIDERED BY THE COMMITTEE

37/16-17 Minutes

RESOLVED:

That the minutes of the meeting of the Board of the Faculty of Science held on 13 February 2017 (BFS.14/16-17) be approved.

38/16-17 Conflicts of Interest

REPORTED:

That, should any members or attendees of the Board of the Faculty of Science have any conflicts of interest relating to agenda items for the meeting, they should be declared in accordance with the Committee of University Chairs (CUC) Higher Education Code of Governance (2014) <http://www.universitychairs.ac.uk/publications>

39/16-17 Faculty Appointments and Elections for 2017/18

REPORTED:

- (a) That the Chair welcomed Professor Chris Warhurst to the Board as the representative of the Faculty of Social Sciences.

- (b) That the Chair welcomed Dr Rachel Moseley to the Board as the representative of the Faculty of Arts.
- (c) That the Chair welcomed Dr Helen Toner to the Board as the Faculty of Science Senior Tutor.
- (d) Reappointment of the Chair of the Board of the Faculty

CONSIDERED:

A recommendation by the Vice-Chancellor that Professor Shipman be reappointed as Chair of the Board of the Faculty of Science for the 2017/18 academic year, accompanied by an oral report from Dr Friederike Schlaghecken, Deputy Chair to the Board of the Faculty of Science.

REPORTED: (by the Deputy Chair on behalf of the Registrar)

- (i) That a review of governing instruments was underway which is intended to lead to the adoption of a three year term of office for Chairs of Faculty Boards noting that until that work is completed, including revision of Statute 17 (3), the renewal of the appointment of Faculty Chairs is undertaken annually;
- (ii) That in accordance with Statute 17(3), the Vice-Chancellor recommended that Professor Mike Shipman be reappointed as Chair of the Board of the Faculty of Science for the 2017-18 academic year;

RESOLVED:

That the recommendation of the Vice-Chancellor that Professor Mike Shipman be reappointed as Chair of the Board of the Faculty Science for the academic year 2017-18, be approved.

- (e) Membership of the Board and its Sub-Committees, and Faculty Representation on other Committees

REPORTED:

That as a result of the ongoing consultation on the proposed Academic Governance Review, membership of the Board of the Faculty of Science and its sub-committees, representation of the Faculty on other University Committees, and representation of the Board of the Faculty of Science on the Senate would be confirmed during summer 2017.

40/16-17 First Year Board of Examiners 2016/17

- (a) Membership of the First Year Board of Examiners

CONSIDERED:

Membership of the First Year Board of Examiners for the Faculty of Science for meetings in June and September 2017, as set out in paper BFS.15/16-17.

RESOLVED:

That the membership of the First Year Board of Examiners for the Faculty of Science for meetings in June and September 2017, as set out in paper BFS.15/15-16 be approved.

- (b) Undergraduate Examination Conventions for the Faculty of Science First Year Board of Examiners

RECEIVED:

- (i) A copy of the University conventions for the First Year Board of Examiners (SUGS.35/16-17) noting that the conventions are available online at: <http://warwick.ac.uk/quality/categories/examinations/conventions/fyboe>

- (c) Departmental Examination Conventions

RECEIVED:

The Departmental Examination Conventions for first year assessed courses (Exam 3 REVISED), and resit examination conventions (Exam 5 REVISED) for the First Year Board of Examiners 2016/17 (papers SUGS.48/16-17 (REVISED) and SUGS.49/16-17 (REVISED)).

RESOLVED:

That the Departmental Examination Conventions for first year assessed courses (Exam 3 REVISED), and resit examination conventions (Exam 5 REVISED) for the First Year Board of Examiners 2016/17, as set out in papers SUGS.48/16-17 (REVISED) and SUGS.49/16-17 (REVISED), be approved.

41/16-17 Matters Arising from the Minutes

- (a) Board of the Faculty of Science Representative on the Board of the Faculty of Medicine (minute BFS.25/16-17 refers)

REPORTED

- (i) That Dr Dave Britnell had been appointed as the Faculty of Science Representative on the Board of the Faculty of Medicine with immediate effect.

42/16-17 Chair's Actions

- (a) Paper Circulation

REPORTED:

- (i) That the Chair extended apologies that papers for the Board were circulated less than the prescribed one working week before the date of the meeting.

- (ii) That circulation had been delayed due to the late submission of papers to be considered by the Board.
- (iii) That for future circulations, in the event of the late submission of papers, the secretariat would circulate the agenda by the required deadline, marking any outstanding papers "to follow".

(b) Faculty Thesis Prizes

REPORTED:

- (i) That the Chair, acting on behalf of the Board approved the Department judging panels for the Faculty Thesis Prizes as set out in paper BFS.16/16-17.
- (ii) That colleagues were required to advise the Secretariat of their nominated Thesis Prize winners by no later than Friday 26th May 2017.
- (iii) That Thesis Prize winners and their Supervisor(s) would be invited to the Faculty end of year event for the presentation of their certificate.
- (iv) That colleagues should contact the Secretariat directly for further information regarding the payment of the Faculty Thesis Prize.

(c) Additional Degree Classification Conventions for the School of Engineering

REPORTED:

That the Chair, acting on behalf of the Board, approved revisions to the Additional Classification Conventions for the School of Engineering, to take immediate effect and as set out at <http://www2.warwick.ac.uk/services/aro/dar/quality/categories/examinations/conventions/ug13/lista>

43/16-17 Chair's Business

(a) NSS

REPORTED:

- (i) That following the end of NSS on 30th April 2017, the University reported a final response rate of 57%.
- (ii) That a total of 14 from a possible 24 departments across the University met the threshold response rate of 50%.
- (iii) That all departments in the Faculty of Science were successful in achieving the threshold response rate of 50%.
- (iv) That NSS completion rates were down across the University and the Sector as a result of the NSS Boycott action.
- (v) That the NSS results would be released in July 2017.

(b) Athena SWAN

RECEIVED:

An oral report from the Chair noting the outcomes of the recent Athena SWAN Awards.

REPORTED:

- (i) That the University retained its Silver status in the Athena SWAN Charter, noting that the below departments were successful in being awarded or retaining the following awards:
- (A) Chemistry: Silver
 - (B) Mathematics: Bronze
 - (C) Psychology: Bronze
 - (D) Physics: Silver through the Institute of Physics JUNO Champion process
 - (E) Statistics: Bronze
 - (F) WMG: Bronze
- (ii) That the congratulations of the Board be extended to colleagues involved.
- (iii) That colleagues were advised of a potential future risk that retaining research funding could be linked to maintaining both Institutional and Departmental Athena SWAN status.
- (c) Introductory Visit to the Faculty of Science by Sir David Normington (Pro-Chancellor Elect)

REPORTED:

- (i) That Sir David Normington would be visiting the Faculty of Science on Friday 19th May 2017 10:30-15:00.
- (ii) That the visit incorporated the Departments of Mathematics, Statistics, Computer Science, Chemistry, Physics and Life Sciences.
- (iii) That there would be an opportunity for those departments not included in the visit to engage with Sir David Normington during future visits to the Faculty.
- (iv) That Sir David Normington had already undertaken introductory visits to the Faculties of Arts and Social Sciences.
- (v) That briefing documents from each of the Departments in the Faculty had been made available to Sir David Normington ahead of his visit.
- (d) RDF Development Bids

RECEIVED:

An oral report from the Chair on the future approach to the consideration of RDF Development Bids.

REPORTED:

- (i) That it had been proposed that the approval process for Research Development Funds be devolved to the Faculties.
- (ii) That Research and Impact Services would continue to manage the process for prioritising bids.
- (iii) That the Science Faculty had a 2017/2018 Research Development Fund budget of approximately £35k.
- (iv) That RIS would circulate applications to a panel of Faculty Heads of Departments (or their nominated representatives) who would make a recommendation as to whether support should be provided.
- (v) That departments were encouraged to engage with the opportunity to apply for Research Development Funding, noting the potential for this to act as a gateway to larger research bids.

(e) Faculty End of Year Event

REPORTED:

That colleagues are invited to the Faculty end of year event, to be held on Thursday 13th July 2017 at 16:00 in The Street, Zeeman Building.

44/16-17 The Industrial Strategy

RECEIVED:

A paper on The Industrial Strategy (BFS.27/16-17).

REPORTED: (by the Chair)

- (a) That due to unforeseen circumstances Dr Mark Bobe, Head of Enterprise and Innovation Programmes was unable to attend the Board to speak to the paper.
- (b) That the paper highlighted the scale of opportunities and new funding revenue available through the Industrial Strategy.
- (c) That approximately 20 EPSRC studentships would be made available to the institution from 2017/2018 to encourage collaborations with industry, to be made available via CDT's, specific company links, and also directly to departments.

REPORTED:

- (d) That Professor Warhurst would make the institutional response to the HEFCE Green Paper available to the Board.
- (e) An observation from Professor Warhurst that there was a clear emphasis on STEM subjects through all levels of study and research in the Industrial Strategy.

- (f) In response to an observation from Professor Scott, that the Director of Research and Impact Services was fully engaged with the process and was developing an institutional strategy for engagement.
- (g) That Professor Jarvis would make an analysis report on the Industrial Strategy completed by The Turing Institute available to the Chair and the Head of Enterprise and Innovation Programmes.
- (h) In response to feedback from Professor Sparrow, that the Head of Enterprise and Innovation Programmes would be asked to develop a snapshot document of key information, processes, and deadlines for members of the Board to circulate to staff in departments to encourage engagement.
- (i) An observation from Professor Green that to avoid duplication of effort, it would be beneficial to develop a central repository of opportunities available, guidelines, key information and process from across the Faculty that could be made available to potential industrial partners.
- (j) In response to a query from Professor Banerji, that currently just PhD studentships were being made available, but that there was a possibility for MSc and fellowship funding to be available in the future.
- (k) In response to a query from Professor Haddleton, that the Pro-Vice-Chancellor (Research) is in the process of highlighting priority areas, including the mapping of Global Research Priorities against the Industry Strategy.
- (l) In response to a query from Professor Green, that Research and Impact Services are in the process of identifying mechanisms to allow input into the potential direction of future calls.
- (m) That Departments were encouraged to send representatives to the Faculty Industry Day taking place on the 24th May, noting that the Secretariat would circulate further information about the event to the Board.
- (n) That Departments should contact their Research and Impact Services Link Officer to develop approaches to maximise the recruitment of PhD students to the new awards.
- (o) An observation from Professor Davies and Professor Haddleton that it would be beneficial to have a Faculty-wide repository of PhD candidates, funding opportunities and potential industrial partners to facilitate cross-departmental collaboration and maximise the timely allocation of awards.
- (p) Advice from Professor Banerji that Business Managers based in WMG would be happy to share best practice and experience with departments to support engagement with industry.

45/16-17 Review of Academic Governance Consultation

RECEIVED:

A paper outlining the Review of Academic Governance (paper BFS.22/16-17 copy attached), accompanied by an oral report from Professor Chris Hughes, Pro-Vice-Chancellor (Education).

REPORTED: (by the Pro-Vice-Chancellor (Education))

- (a) That the aim of the review was to enable more strategic work to be undertaken and to build better communications across Faculty and higher level committees;
- (b) That following initial approval of the review by Senate in June 2016, a working group with wide representation across Faculties had been developing the proposed structure outlined in the circulated papers.
- (c) That an online feedback form was available until 1 June 2017 for individual responses to the proposed changes, noting that this was available at: <http://warwick.ac.uk/aro/acgovreview/>;
- (d) That the proposal to retain the Board of Graduate Studies was to ensure continued support for the postgraduate community, noting that the membership of committees should enable the postgraduate voice to be heard;
- (e) That there is scope for flexibility in the membership on committees, noting that it was important that key contacts with responsibility for Education in Departments were identified;
- (f) That the new course approval workflow system was anticipated to reduce the time taken for consideration and approval of new courses from an average of 12 weeks, to circa. 4 weeks in most cases.
- (g) That there would be demonstrations of the new course approval system during summer 2017 to highlight the incorporation of the principles of peer review embedded in the new system.
- (h) That following online consultation, feedback from an all staff consultation meeting on the 25th May and Faculty Boards and Sub-Committees, final proposals would be submitted for consideration and approval by Senate in June 2017 and Council in July 2017.

REPORTED: (by Dr Dave Britnell (Chair of SUGS))

- (a) That at its meeting on the 10 May 2017 the Faculty of Science Undergraduate Studies Committee had considered the proposed Review of Academic Governance and reported the following:
 - (i) That course approvals were only a small part of the responsibility of SUGS, and the proposed structure could result in a loss of collective experience built up by the existing structure and Committees in place.
 - (ii) That there was a perceived lack of consultation with the committee members impacted by the changes to date.
 - (iii) That it was felt that the proposed structure could result in a loss of autonomy for departments.
 - (iv) That some roles/individuals were represented on many of the newly proposed committees and that this represents a high workload alongside teaching and research for these individuals.

REPORTED: (by Professor Martin Wills (Chair of SGSC))

- (a) That at its meeting on the 16 May 2017 the Faculty of Science Graduate Studies Committee had considered the Proposed Review of Academic Governance and reported the following:
 - (i) That the paper reflects a philosophy that undergraduate and postgraduate student groups have more similarities than differences and that this is not necessarily always the case.
 - (ii) That the Committee was in support of the Board of Graduate Studies being retained, noting that the separate needs of Postgraduate Researchers may need further consideration in the proposed new structure, to ensure full consideration at Faculty level.
 - (iii) That not all departments within the Faculty of Science currently have internal committee structures that would dovetail with the proposed new Governance structure, particularly in relation to taught and research courses.
 - (iv) That some roles/individuals were represented on many of the newly proposed committees and that this represents a high workload alongside teaching and research for these individuals.

REPORTED: (by Prof Robin Ball)

- (a) That given the updated terms of reference for the Board of Graduate Studies and the proposed newly constituted Academic Quality and Standards Committee (AQSC), it may be more appropriate for the Board of Graduate Studies to report to Senate via the University Education Committee rather than through the AQSC.
- (b) That it would be beneficial for the remits of AQSC and the proposed Student Experience and Engagement Committee (SLEEC) to be better defined to identify their respective responsibilities for Quality Assurance and Quality Enhancement.

REPORTED: (by Prof Colin Sparrow)

- (c) That the proposed structure could be seen to represent a preoccupation with undergraduate and postgraduate taught teaching, and that support and consideration of Postgraduate Research matters should be more clearly identified in the proposed structure.

46/16-17 Institutional Teaching and Learning Review and Faculty Engagement

RECEIVED:

The report from the Faculty of Science ITLR Engagement which took place on the 13th March 2017 (BFS.20/16-17), accompanied by an oral report from the Chair.

REPORTED:

- (a) That thanks be extended to the Deputy Academic Registrar Roberta Wooldridge Smith for her hard work preparing the report from the Faculty of Science ITLR Engagement.
- (b) That actions from the Faculty ITLR Engagement as highlighted in page 12-14 of the report would form the basis of the consideration as next steps.
- (c) That some recommendations contained within the report would require approval of resource allocation through the Academic Resourcing Committee.
- (d) That recommendations and actions from the ITLR should be included as a standing item of future agendas for the Board of the Faculty of Science to ensure continued engagement.

47/16-17 University Review of Personal Tutoring 2017 (PTR 2017)

RECEIVED:

A paper outlining the current progress of the University Personal Tutoring Review 2017 (BFS.21/16-17), accompanied by an oral report from Professor Louise Gracia Dean of Students and Ms Louise Hasler, Administrative Officer, Academic Registrar's Office.

REPORTED: (by Professor L Gracia)

- (a) That the report would be submitted to the Academic Quality and Standards Committee (AQSC) in September 2017, and that this was likely to set out a matrix of recommendations to account for the differences across Departments;
- (b) That the report would be circulated to Faculty Chairs in advance of the submission to AQSC for dissemination to Board members for feedback;
- (c) That the roll-out was expected in the 2018/19 academic year;
- (d) That examples of benchmarks and good practice guidance in existence at other Universities had been sought, and that this would be considered with the external panel member in June with a view to drawing up a description of what constitutes good practice in personal tutoring;
- (e) That qualitative data had also been collected from students on joint degrees and that joint degrees would be included in the review and recommendations;

REPORTED: (by Dr Helen Toner (Faculty of Science Senior Tutor))

- (f) That colleagues should contact the Faculty Senior Tutor should they have additional feedback on the Review of Personal Tutoring.

48/16-17 Race Equality Charter Mark

RECEIVED:

A paper outlining the University Race equality Charter Mark Submission and Draft Action Plan (paper BFS.19/16-17 copy attached), accompanied by an oral report from the Director of Strategic Programme Delivery, Mrs Ros Roke and Dr Nigel de Noronha (Teaching Fellow in Sociology and Member of the RECM Working Group).

REPORTED: (by Mrs Roke and Dr Nigel de Noronha)

- (a) That The Race Equality Charter, developed by the Equality Challenge Unit, is concerned with improving the representation, progression and success of minority ethnic staff and students within higher education.
- (b) That the University established a working group to explore relevant issues and coordinate the University's submission to the Race Equality Charter Mark in 2015. The working group membership included representation from a number of academic departments across all four Faculties. That other staff and student representatives with relevant expertise were also invited to contribute.
- (c) That the attached paper had been prepared as part of the ongoing development of the University's submission to the Charter in July 2017, and contained information on the student and academic staff profile of the University.
- (d) In response to a comment from Professor Robin Ball, that the definition of Academic Staff used in the data provided by Human Resources would be confirmed to ascertain the status of the inclusion of Post- Doctoral positions with the data set.

REPORTED: (by Dr N Noronha)

- (e) That a significant data gathering and analysis exercise had been undertaken, and the resulting emerging headlines at Institutional and Faculty level were contained within the report.
- (f) That further material and feedback had been collected through other sources, including: staff and student surveys; a series of focus groups led by the Runnymede Trust (an independent consultancy); and workshops involving a range of academic representatives, professional and support staff.
- (g) In response to a question from Professor Sujit Banerji, that the continuing wellbeing and support for students who identify as a minority group would be included within the Institutional Race Equality Charter Mark Submission.
- (h) In response to a question from Professor David Haddleton, that in the consideration of the data presented, factors outside of ethnic minority had been taken into account.
- (i) In response to a comment from Professor Colin Sparrow, that similar data from the Russell Group was available, but that direct comparisons were not always possible as a result of the differing presentation of the data.

REPORTED: (by the Chair)

- (j) That it would be beneficial for the data presented to be benchmarked appropriately and come with clear recommendations.

- (k) That the Board looked forward to being informed of the outcome of the Institutional Race Equality Charter Mark submission in due course.

49/16-17 University Research Centres

- (a) Triennial Review of The Centre for Operational Policing Research (COPR)

RECEIVED:

Paper BFS.23/16-17 (copy attached) setting out details for the review of the Centre for Operational Policing Research (COPR).

CONSIDERED:

- (i) Evidence as set out in paper BFS.23/16-17, that the Board is satisfied with the progress of the Centre for Operational Policing Research (COPR) and its continued relevance from a research funding and policy perspective.
- (ii) Whether the Board would approve a recommendation to the Research Committee that the Centre for Operational Policing Research (COPR) should continue.

RESOLVED:

- (iii) That the Board is satisfied with the progress of the Centre for Operational Policing Research (COPR) as set out in paper BFS.23/16-17, and its continued relevance from a research funding and policy perspective.
- (iv) That the Board recommended to the Research Committee that the Centre for Operational Policing Research (COPR) as set out in paper BFS.23/16-17, should continue.

- (b) Faculty Research Centre

CONSIDERED:

Paper BFS.24/16-17 outlining the proposal to establish a new Cat II Research Centre in Exoplanets and Habitability, accompanied by an oral report from Professor David Leadley, Head of the Department of Physics.

REPORTED: (by Professor Leadley)

- (i) That the proposed Centre would facilitate the development of research and joint funding applications from experts in the field.
- (ii) That an IATL module on Habitability was planned for 2017/2018 implementation, with an expectation that the proposed Centre would develop modules and courses in the future.

RESOLVED:

- (iii) That the proposal to establish a new Cat II Research Centre in Exoplanets and Habitability be recommended by the Board to the Research Committee.

50/16-17 Big Bang Fair 2017

RECEIVED:

A paper outlining feedback and outcomes from the Faculty of Science Stand at the Big Bang Fair 2017 (BFS.17/16-17).

REPORTED:

- (a) That staff who had attended the event felt it was a worthwhile and beneficial activity for the Science Faculty to engage with.
- (b) That thanks were extended to all staff and students who had engaged with the event.
- (c) That the Project Officer recruited to manage the event in 2016 and 2017 may not be available for 2018.
- (d) That as the Big Bang Fair is scheduled to take place during Science Week, colleagues involved in Widening Participation and Outreach work in the Faculty would benefit from early confirmation of whether the Faculty would engage with the Big Bang Fair in 2018, to allow forward planning of other Science Week activities.
- (e) That the Faculty would be in a position to consider future engagement with the Big Bang Fair during the Autumn term of 2017/2018.

51/16-17 Items from the Faculty of Science Undergraduate Studies Committee

RECEIVED:

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

REPORTED:

- (a) That there were no other major items considered at the Faculty of Science Undergraduate Studies Committee that had not been already considered elsewhere in the agenda.

52/16-17 Items from the Faculty of Science Graduate Studies Committee

RECEIVED:

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

REPORTED:

- (a) That all six Warwick Collaborative Postgraduate Scholarship Scheme awards allocated to the Science Faculty had been awarded.
- (b) That unused awards from other Faculties would be returned to a central pot which all Faculty could apply for during the summer.
- (c) That colleagues were encouraged to submit applications for additional awards to the Secretary of the Faculty of Science Graduate Studies Committee.

53/16-17 Assessment and Feedback

RECEIVED:

A composite report on timeliness of feedback on assessments submitted during the Spring term 2016/17 across the Faculty of Science (paper BFS.18/16-17).

54/16-17 Faculty of Science WP and Outreach Forum

RECEIVED:

An annual report on the activity of the Faculty Widening Participation and Outreach Forum during the 2016/2017 academic year (paper BFS.25/16-1).

REPORTED: (by Dr Schalghecken)

- (a) That the Faculty was holding a Science and Survival event on the 10th July 2017 to enable local year 9 students to experience Science in the HEI environment.
- (b) That colleagues interested in engaging with this event should contact the Secretary directly.
- (c) That the Faculty of Science WP and Outreach Forum had identified significant variance of practice in how WP and Outreach activity across the Faculty is managed, both in terms of allocation of responsibility, and inclusion in workload models.
- (d) That homogenised University, or Faculty guidance on how WP and Outreach should be recognised, supported and managed by departments would be well received.

REPORTED: (by Professor Warhurst)

- (e) That the management and coordination of WP and Outreach activity at Warwick had been highlighted in the recent Chancellors Commission.
- (f) That it was reported that where many departments undertake valuable WP and Outreach work, it was completed and managed at a local levels, separate to those initiatives managed by staff in Student Recruitment Admissions and Outreach.

REPORTED: (by Professor Green)

- (g) That the development of a more directed Faculty or Institutional strategy to WP and Outreach to coordinate and maximise the impact of the support and goodwill of those staff already engaging with these activities would be beneficial to all departments.

55/16-17 Faculty of Science Employability Forum

RECEIVED:

A paper on the activity of the Faculty Employability Forum during the 2016/2017 academic year (paper BFS.26/16-17).

REPORTED:

That in light of the Teaching Excellence Framework, the work and remit of the Faculty Employability Forum was anticipated to be an important area of future activity.

56/16-17 Items to be brought to the Senate

RESOLVED:

- (a) That confirmation on the Chair of the Board of the Faculty of Science (minute 39/16-17 refers) will be reported to the next meeting of the Senate on 14 June 2017.
- (b) That the membership of the First Year Boards of Examiners (minute 40/16-17 refers) will be reported to the next meeting of the Senate on 14 June 2017.

57/16-17 Any Other Business

REPORTED (by the Chair):

- (a) That thanks be extended to Professor Martin Wills who would be standing down as Chair of the Faculty of Science Graduate Studies Committee at the end of the current academic year following the end of his three year term of office.
- (b) That the Secretary to the Board of the Faculty of Science would be taking up a secondment in the School of Life Sciences from the 10 July 2017- 31 March 2018, and would be stepping down as Secretary to the Board of the Faculty of Science for this period.

ITEMS REPORTED AND APPROVED 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.

58/16-17 Minutes from the Undergraduate Studies Committee

REPORTED:

That the unconfirmed minutes of the meeting of the Graduate Studies Committee of the Board of the Faculty of Science held on 16 May 2017 will be made available to members online in due course.

59/16-17 Report from the Graduate Studies Committee

REPORTED:

That the unconfirmed minutes of the meeting of the Science Faculty Undergraduate Studies Committee held on 10 May 2017 will be made available to members online in due course.

60/16-17 Dates of Future Meetings

REPORTED:

That the dates and venues for the Board of the Faculty of Science meetings for the academic year 2017/18 will be confirmed in due course.