

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 Wednesday 19 May 2004 at 4:00pm in the Council Chamber, University House.

C E Charlton
University Secretary

AGENDA

1. Minutes

TO CONSIDER:

- (a) The minutes of the meeting of the Board of the Faculty of Science held on 4 February 2004.

2. Matters Arising on the Minutes

TO REPORT:

(a) Progress of Faculty Recommendations

(i) Centre for Nanotechnology and Microengineering

That the Senate, at its meeting of 10 March 2004, considered a proposal to abolish the centre for Nanotechnology and Microengineering and resolved, minute 76/03-04 refers:

That the proposal to abolish the Centre for Nanotechnology and Microengineering be approved as set out in paper BFS.22/03-04.

(ii) Amendments to University Ordinances

That the Council, at its meeting of 19 March 2004, considered, for the first time, proposed amendments to University Ordinances, including proposed amendments to the membership of the Board of the Faculty of Science within University Ordinance 7, Ordinance on the Constitution of the Boards of the Faculties, to remove the School of Postgraduate Medical Education which now rests within the Faculty of Medicine, and to include Horticulture Research International with effect from 1 April 2004 (C.44/03-04) and resolved, minute 81/02-03, unconfirmed, refers:

That, for the first time, proposed amendments to Ordinance 7 on the Constitution of the Boards of Faculties be approved as set out in paper C.44/03-04.

(iii) Annual Course Review

That, the Board of Graduate Studies, at its meeting held on 26 April 2004, considered summaries of Annual Course Review reports for taught postgraduate courses in the Faculties of Arts, Science and Social Studies (papers BGS 32/03-04, BGS 33/03-04 and BFSS 28/03-04 respectively) and resolved that the summaries be approved (minute 46/03-04 refers).

3. Chair's Action

TO REPORT:

That the Chair, acting on behalf of the Board, approved the nomination of Dr K Flint, Professor J Robinson, Dr M Joy, Dr A Manning and Dr P.C. Taylor as representatives of the Faculty of Science to serve on the Investigation Committee Panel for the academic year 2003/04.

4. Chair's Business

Report on the Faculty Advisory Board

TO RECEIVE:

An oral report from the chair on the Faculty Advisory Board, including the following points:

- (a) The meeting of the Faculty Advisory Board held on Tuesday 4 May 2004.
- (b) Visits of members of the Faculty Advisory Board to the University.

5. Report from the Sub-Faculty

- (a) The minutes of the meeting of the Sub-Faculty held on Wednesday 5 May 2004, copy attached.
- (b) An oral report from the Chair of the Sub-Faculty.

6. Report from the Graduate Studies Committee

- (a) The minutes of the meeting of the Graduate Studies Committee held on Wednesday 12 May 2004, copy attached.
- (b) An oral report from the Chair of the Graduate Studies Committee.

7. Report from the Science Faculty IT Committee

The minutes of the meeting of the Science Faculty IT Committee held on Wednesday 5 May 2004, copy attached.

8. Periodic Reviews

TO REPORT:

- (a) That the following Periodic Review Panels met as set out below and that their reports, along with the Departmental Response, will be considered by the Board in the academic year 2004/05:
 - (i) Physics (separate PG and UG reviews) held on 11 March 2004.
 - (ii) Psychology (joint PG and UG review) held on 26 April 2004.
 - (iii) Statistics (joint PG and UG review) held on 14 May 2004.
- (b) That the Periodic Review Panels for Chemistry (separate PG and UG) is scheduled to meet in the academic year 2004/05.

TO CONSIDER:

- (c) Nominations for the membership and Chairs of the review panels for the Periodic Review of the Department of Chemistry, noting that the review group should consist of not less

than three members of academic staff, including the chair, one of whom should be from a Faculty other than that in which the department being reviewed is based.

9. Terms of Reference

Proposed revisions to the terms of reference of the following committees:

- (a) Board of the Faculty of Science (BFS.38/03-04, to follow).
- (b) Sub-Faculty of Science (BFS.39/03-04, to follow).
- (c) Graduate Studies Committee of the Faculty of Science (BFS.40/03-04, to follow).

10. Faculty Board Elections

(a) Committees of the Board of the Faculty of Science

- (i) The nomination of Dr C-T. Li to replace Mr T.J. Atherton as a representative of the Department of Computer Science to serve on the First Year Board of Examiners for the academic year 2003/04.
- (ii) The nomination of Dr D Wood to replace Dr R Lissman as a representative of the Department of Mathematics to serve on the First Year Board of Examiners for the academic year 2003/04.
- (iii) The proposed constitutions and nominations for memberships of the following committees for the academic year 2004/05:

- (A) Board of the Faculty of Science (BFS.41/03-04, copy attached).
- (B) Sub-Faculty of Science (BFS.42/03-04, copy attached).
- (C) Graduate Studies Committee of the Faculty of Science (BFS.43/03-04, copy attached).
- (D) Faculty of Science Information Technology Committee (BFS.44/03-04, copy attached).
- (E) First Year Board of Examiners (BFS.45/03-04, copy attached).
- (F) Examination Appeals Committee (BFS.46/03-04, copy attached).

(b) Chair of the Board of the Faculty of Science

The nomination of Professor A Easton to serve as the Chair of the Faculty of Science for a further year from Autumn 2004, noting that he has served two years in office to date.

(c) Representation on Senate

The nomination of three members of the Board to serve on the Senate noting that the term of office for Professor M.J. Cooper, Professor G Nudd and Dr C Sparrow ends on 1 August 2004.

(d) Other Board Elections

- (i) Two Representatives of the Board of the Faculty of Science to serve on the Board of Graduate Studies for 2004/05, noting that the representatives for 2003/04 are Dr A Dowd and Dr R Wilson.
- (ii) A representative of the Board of the Faculty of Science to serve on the Board of the Faculty of Arts for 2003/05, noting that the representative for 2003/04 is Professor R Wilson.

- (iii) A representative of the Board of the Faculty of Science to serve on the Board of the Faculty of Social Studies for 2004/05, noting that the representative for 2003/04 is Dr I Morely.
- (iv) A representative of the Board of the Faculty of Science to serve on the Board of the Faculty of Medicine for 2004/05, noting that the representative for 2003/04 is Professor K Lamberts.
- (v) Up to two representatives of the Board of the Faculty of Science to serve on the Board of Lifelong Learning for 2004/05, noting that the representative for 2003/04 is Dr J Pickering.
- (vi) Two representatives of the Board of the Faculty of Science to serve on the Partnerships and Distance Learning Sub-Committee of the Academic Quality and Standards committee for 2004/05, noting that the representative for 2003/04 is Dr J Pickering.
- (vii) A representative of the Board of the Faculty of Science to serve on the Careers Advisory Board for 2004/05, noting that the representative for 2003/04 is Dr K Flint.
- (viii) Two representatives of the Board of the Faculty of Science to serve on the Equal Opportunities Committee for 2004/05, noting that the representative for 2003/04 is Dr K Flint.
- (ix) A representative of the Board of the Faculty of Science to serve on the Campus Life Committee for 2004/05, noting that the representative for 2003/04 is Professor R Freedman.
- (x) Up to five representative of the Faculty of Science to serve on the Investigating Committee panel for 2004/05, noting that the representatives for 2003/04 are Dr K Flint, Professor J Robinson, Dr M Joy, Dr A Manning and Dr P.C. Taylor.

11. Staff Student Liaison Committees (SSLCs)

TO RECEIVE:

A covering memo and report from the Teaching Quality Team detailing areas of good practice identified from the 2002/03 SSLC Annual Reports across the University (BFS.36/03-04, copy attached).

12. Institutional Audit

TO REPORT:

That the University has received the draft report of the recent Institutional Audit by the QAA, noting that this report is available on the teaching quality website at the following URL:

www2.warwick.ac.uk/insite/info/quality/institutionalaudit/draftreport.pdf

13. Teaching Rooms

TO CONSIDER:

A paper from the Department of Physics on centrally timetabled teaching rooms (SFS.47/03-04, copy attached).

14. Issues to be brought to Senate

Whether there are any specific issues which the Board wishes to report to the Senate for discussion.

15. Any Other Business

16. Reserved Items

See separate agenda (copy attached) for academic members of the Board of the Faculty only.