

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 27 May 2009 at 3.00pm in the Council Chamber, University House.

JF Baldwin
Registrar

Note: Questions on agenda items or apologies for this meeting should be directed to either the Secretary of the Committee, Stephen Williams (ext. 28143 or stephen.williams@warwick.ac.uk), or the Assistant Secretary, Robert Horton (ext. 23453 or r.s.horton@warwick.ac.uk).

AGENDA

1. Minutes

TO CONSIDER:

- (a) The minutes of the meeting of the Board of the Faculty of Science held on 11 February 2009 (copy attached).
- (b) The minutes of the extraordinary meeting of the Board of the Faculty of Science held on 4 March 2009 (copy attached).

2. Life Sciences

TO CONSIDER:

- (a) A proposal to establish a School of Life Sciences within the Faculty of Science, as set out in paper BFS.12/08-09 (revised) (copy attached) noting that:
 - (i) the proposal has been developed by an Academic Planning Group and an Operational Planning Group established by the Steering Committee;
 - (ii) the membership of the Planning Groups is as follows:

Academic Planning Group

Professor Koen Lamberts, Chair of the Board of the Faculty of Science (Chair)
Professor Simon Bright, Director, WHRI
Professor Andrew Easton, Head of the Department of Biological Sciences
Professor David Rand, Director, Warwick Systems Biology Centre
Professor Mark Smith, Pro Vice-Chancellor for Research (Science and Medicine)
Professor Colin Sparrow, Head of the Department of Mathematics
Professor John Davey, Associate Dean (Biomedical Research), Warwick Medical School
Secretary: Jenny Hughes, Assistant Registrar

Operational Planning Group

Professor Koen Lamberts, Chair of the Board of the Faculty of Science (Chair)
Rosie Drinkwater, Finance Director

Richard Grain, Head of Finance (TRAC & Projects)
Chris McClelland, HR Operations Director
Nicola Owen, Academic Registrar
Ian Rowley, Director of Development, Communication and Strategy
Ken Sloan, Deputy Registrar
Professor Mark Smith, Pro Vice-Chancellor for Research (Science and Medicine)
Secretary: Jenny Hughes, Assistant Registrar

(iii) the proposal will be discussed further by the Planning Groups at their joint meeting on Friday 22 May

(b) A paper containing the minutes of the Sub-Faculty and Graduate Studies Committee meetings on 13 May 2009 relating to the proposal to establish a School of Life Sciences within the Faculty of Science, paper BFS.13/08-09 (copy attached)

3. Review of the University Regulations and Enhancements to Monitoring Arrangements

TO REPORT:

(a) That the Steering Committee, at its meeting on 11 May 2009, considered a paper outlining the proposed approach to manage the implementation of the new Points Based System legislation within the University (SC.442/08-09) and resolved that the proposed approach be approved as set out in SC.442/08-09, subject to revisions as discussed in the meeting to be made prior to consideration by the Boards of the Faculties.

(b) That at the meeting of the Steering Committee it was reported that:

(by the Academic Registrar)

(i) That the higher education sector had successfully negotiated with the UK Border Agency to establish greater clarity and flexibility in the reporting requirements regarding students' academic progression.

(ii) That the University needed to consider carefully the message that any approach might send to overseas students, noting that the monitoring system could enhance the student experience in the longer term.

(by the Chair of the Board of Graduate Studies)

(iii) That it should be explicit in the revised Regulation 13 on Student Registration, Attendance and Progress and the related Good Practice Guide that students failing to comply with the monitoring standards would not be reported to the UK Border Agency until the University's internal investigation procedures had been completed including the opportunity for students to present their case within the appropriate appeals process.

(by the President of the Students' Union)

(iv) That the process detailed in SC.442/08-09 was a sensible and fair approach building on current practices.

TO RECEIVE:

A set of principles for the implementation of the Points Based System (PBS) at the University, as approved by the Steering Committee (paper attached).

TO CONSIDER:

A paper setting out

- (a) Proposed amendments to University Regulations affecting student registration, attendance and progress, incorporating changes to support the implementation of PBS.
- (b) A new Good Practice Guide on Monitoring Student Attendance and Progress
- (c) Guidelines for international students on the implications of changes to their registration for their visa.

4. Matters arising on the Minutes

- (a) Constitution and Membership (minute BFS.24(e)/08-09 refers)

TO REPORT:

(i) That the reason why the constitution required Faculty Board members to be full-time members of academic staff was that this was consistent with other Faculty Boards as set out in Ordinance 7 in Section 2.2 of the University Calendar.

(ii) That if the Board of the Faculty of Science wished to recommend a change in the constitution to include part-time members of academic staff then it should recommend to the Senate that a change to Ordinance 7 be considered as part of a Governance review.

- (b) Report from the Faculty of Science IT Committee (minute BFS.25(e)/08-09 refers)

TO REPORT:

That a list has been drawn up by the Secretariat of doctoral training centres and specialised research centres within the Faculty of Science.

TO CONSIDER:

A proposal from the Chair of the Faculty of Science that a representative from the Centre for Scientific Computing should join the Faculty of Science IT Committee.

- (c) Report from the Sub-Faculty (minute BFS.26(c)/08-09 refers)

TO REPORT:

That the Fees Working Group has not recommended changes to fees for Intercalated Years. The Chair has requested that the issue be considered again, and that more information about available bursaries be provided.

- (d) Electronic Mark Entry (minute BFS.27(c)/08-09 refers)

TO REPORT:

That a meeting of representatives of Departments in the Faculty, chaired by the Deputy Academic Registrar and attended by the Assistant Registrars (Examinations and Student Records), took place on Thursday 7th May and dealt with a number of operational issues raised by Departments.

- (e) Recruitment Strategy for PG students (minute BFS.31(b)/08-09 refers)

TO REPORT:

A workshop on PGR recruitment for the Faculty of Science led by the Student Admissions and Recruitment Office was held on 21 April 2009.

- (f) Annual Course Review (minute BFS.34(b)/08-09 refers)

TO REPORT:

Annual review reports have now been received from Departments and the composite Annual Course Review reports for Postgraduate Research and Taught Provision 2007/08 were considered by the Graduate Studies Committee at its meeting on 13 May 2009.

5. Report from the Faculty of Science IT Committee

TO RECEIVE:

The minutes of the meeting of the Faculty of Science IT Committee held on 6 May 2009 (copy attached).

6. Report from the Sub-Faculty

TO RECEIVE:

The minutes of the meeting of the Sub-Faculty of Science held on 13 May 2009 (copy attached).

7. 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 13 May 2009 (copy to follow).

8. Report from the Faculty of Science Research and Innovation Committee

TO RECEIVE:

The approved minutes of the meeting of the Faculty of Science Research and Innovation Committee held on 3 March 2009 (copy attached) and the unapproved minutes of its meeting on 5 May 2009 (copy attached).

9. Report from the Capital Development Progress Group

TO RECEIVE:

An oral report from the Chair of the Science Faculty Capital Development Progress Group.

10. Chair's Business

Faculty Advisory Board

TO RECEIVE:

An oral report from the Chair of the Faculty on the meeting of the Science Faculty Advisory Board held on 19 March 2009.

11. Faculty Elections

TO CONSIDER:

The proposed constitutions and nominations for memberships of the following committees for the academic year 2009/10:

- (a) Board of the Faculty of Science, paper BFS.15/08-09 (copy attached).
- (b) Sub-Faculty of Science, paper BFS.16/08-09 (copy attached).
- (c) Graduate Studies Committee of the Faculty of Science, paper BFS.17/08-09 (copy attached).
- (d) Faculty of Science Information Technology Committee, paper BFS.18/08-09 (copy attached).
- (e) First Year Board of Examiners, paper BFS.19/08-09 (copy attached).
- (f) Undergraduate and Graduate Appeals Committee Panels, paper BFS.20/08-09 (copy attached).
- (g) Representatives of the Faculty on other committees, paper BFS.21/08-09 (copy attached).

TO CONSIDER:

- (h) The nomination of Professor Koen Lamberts to serve as the Chair of the Faculty of Science for the 2009/10 academic year, noting that he has served two years in office to date and that University Statute 21 on the Faculties states that the Chair is eligible for reappointment.
- (i) The nomination of Professor Tim Jones to serve as the Deputy Chair of the Faculty of Science for the 2009/10 academic year.

TO REPORT:

- (j) That there are no vacancies for members of the Board of the Faculty of Science to represent the Board on the Senate.
- (k) That the continuing members of the Senate appointed by the Board of the Faculty of Science are as follows:

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|-----------------------------|-----------------------------------|
| Professor M J Cooper (2010) | Department of Physics |
| Professor A Easton (2010) | Department of Biological Sciences |
| Professor J Seville (2011) | School of Engineering |
| Professor J Hutton (2010) | Department of Statistics |
| Professor C Sparrow (2010) | Institute of Mathematics |
| Professor R Wilson (2010) | Department of Computer Science |

12. Strategic Departmental Reviews

TO REPORT:

That the Steering Committee at its meeting on 27 April 2009 approved a revised schedule of Strategic Departmental Reviews (SDRs) in the Faculty of Science, paper BFS.22/08-09 (copy attached).

TO CONSIDER:

- (a) Whether there are any specific issues regarding the schedule of SDRs which the Board of the Faculty wishes to refer to the Senate for consideration.
- (b) Whether there are any specific issues which the Review Group should consider during the Term 3 SDR of Engineering.

13. 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 for consideration.

14. Dates of Future Meetings

TO REPORT:

- (a) That dates for meetings of the Board of the Faculty of Science for the academic year 2009/10 have not yet been proposed by the University;
- (b) That dates for meetings of the Board of the Faculty of Science for the academic year 2009/10 will be circulated by the secretariat as soon as they become available.

15. Any Other Business

16. Reserved Items

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

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