

# 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 at 3pm on Wednesday 11<sup>th</sup> November 2009 in room **03.04, Ramphal Building**.

Any enquiries or apologies from members of the Graduate Studies Committee should be directed to the Secretary of the Committee, Stephen Williams (ext. 28143 or Stephen.Williams@warwick.ac.uk) or the Assistant Secretary (PG), Helen Neal (ext. 50377 or H.J.Neal@warwick.ac.uk).

JF Baldwin  
Registrar

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### AGENDA

#### 1. Constitution, Membership and Terms of Reference

##### TO REPORT:

##### (a) Constitution and Membership

The constitution and membership of the following committees within the Faculty of Science for the academic year 2009/10:

- (i) Board of the Faculty of Science, paper BFS.15/08-09(revised) (copy attached).
- (ii) Sub-Faculty of Science, paper BFS.16/08-09 (revised) (copy attached).
- (iii) Graduate Studies Committee of the Faculty of Science, paper BFS.17/08-09 (revised) (copy attached).
- (iv) Faculty of Science Information Technology Committee, paper BFS.18/08-09 (revised) (copy attached).
- (v) First Year Board of Examiners, paper BFS.19/08-09(revised) (copy attached).
- (vi) Examination Appeals Committee Panels, paper BFS.20/08-09(revised), copy attached.
- (vii) Representatives of the Science Faculty on other Committees, paper BFS.21/08-09(revised) (copy attached).

##### (b) Terms of Reference

That paragraph 4 of Statute 21 stated that the Board of each Faculty would 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 19
- (vii) To discharge such other functions as the Senate may from time to time determine

## 2. Minutes

TO CONSIDER:

The minutes of the meeting of the Board of the Faculty of Science held on 27 May 2009 (copy attached).

## 3. Matters arising on the Minutes

- (a) Review of the University Regulations and Enhancements to Monitoring Arrangements (minute BFS.46(i)-(k)/08-09 refers)

TO REPORT:

- (i) That the Senior Assistant Registrar (Deputy Registrar's Office) had confirmed that academic departments would only need to report after three missed contact points and that after this each missed contact point should be reported;
- (ii) That the Senior Assistant Registrar (Deputy Registrar's Office) had confirmed that there had been no change to the authority of a Board of Examiners to require a student to withdraw;
- (iii) That the Good Practice Guide had been amended so that part-time students' contact points were pro-rata.

- (b) Constitution and Membership (minute BFS.47(a)/08-09 refers)

TO REPORT:

That the issue of changing the constitution to allow part-time members of academic staff to be Faculty Board members would be considered by the Senate at its meeting in the Spring Term of the 2009/10 academic year.

- (c) Membership of the Faculty of Science IT Committee (minute BFS.47(b)/08-09 refers)

TO REPORT:

That following the resolution of the Board of the Faculty of Science meeting on 27 May 2009 that a representative from the Centre for Scientific Computing should join the Faculty of Science IT Committee, Dr Rudolph Roemer's election had been approved by Chair's Action.

- (d) Fees for Intercalated Years (minute BFS.47(c)/08-09 refers)

TO REPORT:

That Dr Sarabjot Anand from the Department of Computer Science and Professor Koen Lamberts, Chair of the Faculty of Science, attended the meeting of the Fees Working Group on 29 July 2009 where it was resolved that further data be prepared by the Secretary to the Group on the comparative take-up of ICY/Optional Year Out schemes between departments, and that the International Office provide the Secretary with details of fees payable by students taking a year abroad through formal student exchange schemes, with a view to any changes being recommended to the Steering Committee in the Autumn Term.

- (e) Electronic Mark Entry (minute BFS.47(D)/08-09 refers)

TO REPORT:

That an email was sent to all members of the Sub-Faculty of Science on 20 October 2009 to consult on whether there were any outstanding concerns regarding Electronic Mark Entry (EMU).

(f) Strategic Departmental Reviews

TO REPORT:

That the Department of Statistics is initially scheduled for review in 2010-11, with the date yet to be set.

4. Report from the Faculty of Science IT Committee

TO RECEIVE:

The minutes of the meeting of the Faculty of Science IT Committee held on 21 October 2009 (copy attached).

5. Report from the Sub-Faculty

TO RECEIVE:

The minutes of the meeting of the Sub-Faculty of Science held on 21 October 2009 (to follow).

6. 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 3 November 2009 (to follow).

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

TO RECEIVE:

The minutes of the meeting of the Faculty of Science Research and Innovation Committee held on 1 July 2009 (to follow).

8. School of Life Sciences

TO RECEIVE:

- (a) The draft proposal for the implementation of the School of Life Sciences for the meeting of the Steering Committee held on 26 October 2009, paper SC.43/09-10 (reserved) (copy attached)
- (b) An oral report from the Faculty Chair on current progress regarding the School of Life Sciences

9. Chair's Business

10. Network Replacement Project for Campus and Residential Accommodation

TO RECEIVE:

An update on the Network Replacement Project and a request to confirm nominations for a single point of contact per department, paper BFS.1./09-10 (copy attached).

## 11. Strategic Departmental Reviews

### TO REPORT:

- (a) That Steering Committee, on behalf of the Senate, resolved in the Spring Term 2009 that those SDRs scheduled for 2009/10 be postponed to allow for a review of the SDR process. SDRs which have been scheduled in 2008/09 to be held in 2009/10 will be pursued and that the review of the SDR process will consider and agree the aims and objectives of the process, alongside determining the structure that would best support achieving them.
- (b) That the Strategic Departmental Review of Warwick HRI took place on 28 and 29 November 2008 and that the Review report has been considered by the Steering Committee
- (c) That the Strategic Departmental Review of the School of Engineering took place between the 10 and 12 June 2009 and that the Review report is to be considered by the Steering Committee noting that the date has not been scheduled yet.
- (d) That the following Strategic Departmental Reviews have been initially scheduled to take place during the 2009-10 academic year, noting that dates have yet to be set:

Chemistry  
Mathematics

## 12. 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.

## 13. Dates of Future Meetings

### TO REPORT:

That the future meetings of the Board of the Faculty of Science in the academic year 2009/10 would be held on the following dates:

Spring Term – Wednesday 10 February 2009, 3pm (Council Chamber)  
Summer Term – Wednesday 26 May 2009, 2pm (Council Chamber)

## 14. Any Other Business

## 15. Reserved Items

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