

**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 7 November 2012 at **2.30pm** in the **Council Chamber, University House**.

Ken Sloan  
Registrar & COO

**Note: Questions on agendum items or apologies should be directed to the Secretary of the Committee, Stephen Williams (ext. 28143 or [Stephen.Williams@warwick.ac.uk](mailto:Stephen.Williams@warwick.ac.uk)).**

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The agenda is split into two sections: items for consideration by the Committee and items for report without further discussion unless requested by a member of the Committee. All papers are available electronically from the Committee's file store:

<https://files.warwick.ac.uk/sciencefacultyboard/browse/BFS+-+Board+of+the+Faculty+of+Science/BFS+7+Nov+2012>

**A G E N D A**

**ITEMS FOR CONSIDERATION BY THE COMMITTEE**

1. Constitution, Membership and Terms of Reference

(a) Membership

TO REPORT:

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 2012/13 is as follows:

- (i) Board of the Faculty of Science, paper BFS.01/12-13 (copy attached);
- (ii) Sub-Faculty of Science, paper BFS.02/12-13 (copy attached);
- (iii) Graduate Studies Committee of the Board of the Faculty of Science, paper BFS.03/12-13 (copy attached);
- (iv) Faculty of Science Information Technology Committee, paper BFS.04/12-13 (copy attached);
- (v) First Year Board of Examiners, paper BFS.05/12-13 (copy attached);
- (vi) Examination Appeals Committee Panels, paper BFS.06/12-13 (copy attached);
- (vii) Representatives of the Science Faculty on other Committees, paper BFS.07/12-13 (copy attached).

TO CONSIDER:

The remaining vacancies for representatives of the Faculty of Science on other University Committees for 2012/13, as set out in paper BFS.07/12-13.

(b) Terms of Reference

TO REPORT:

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. Minutes

TO CONSIDER:

The minutes of the meeting of the Board of the Faculty of Science held on 23 May 2012 (copy attached).

## 3. Matters arising on the Minutes

- (a) University Research Centre Governance and Guidelines (minutes BFS.29/11-12 and BFS.41/11-12(b) refer)

TO REPORT:

That at its meeting on 13 September 2012, the Research Committee approved the final guidelines for University Research Centre Governance as set out in paper RC.01/12-13 (copy attached).

- (b) Learning and Teaching Strategy (minute BFS.45/11-12 refers)

TO REPORT:

That sub-group of the Board tasked with reviewing the draft Learning and Teaching Strategy met over the summer and fed into the final strategy document which has been approved by Senate, paper S.3/12-13 (available on the filestore).

- (c) Warwick Community Agreement (minute BFS.46/11-12 refers)

TO REPORT:

That sub-group of the Board tasked with reviewing the draft Warwick Community Agreement met over the summer and fed into the final document which has been approved by Senate and published online as the Warwick Student Community Statement:

[http://www2.warwick.ac.uk/insite/news/intnews2/warwick\\_student\\_community\\_statement/warwickstudentcommunitystatement.pdf](http://www2.warwick.ac.uk/insite/news/intnews2/warwick_student_community_statement/warwickstudentcommunitystatement.pdf)

4. Warwick/Monash Joint PhD

TO RECEIVE:

A report from the Chair of the Graduate School on the Warwick/Monash Joint PhD programme.

5. Open Access Developments

TO RECEIVE:

A report from the Acting Librarian on the move to publishing in open access journals as set out in Research Committee paper RC.06/12-13 (copy attached).

6. QAA Institutional Review

TO RECEIVE:

An oral report on the QAA Institution Review.

TO CONSIDER:

The draft Self-Evaluation Document for the QAA Institutional Review to be held in 2012/13, paper BFS.08/12-13 (copy attached).

7. Review of Course Approval Processes

TO CONSIDER:

A paper setting out principles for the review of the course approval process, BFS.09/12-13 (to follow).

8. Chair's Business

(a) Faculty of Science Advisory Board

TO REPORT:

That the next meeting of the Faculty of Science Advisory Board will take place on 6 December 2012 and will be hosted by Johnson Matthey in London.

(b) Faculty Board Response to the Faculty Engagement Report

TO RECEIVE:

The Board of the Faculty of Science Response to the Faculty Engagement Report, paper BFS.22/11-12 (copy attached).

9. Faculty of Science Learning and Teaching Showcase Events

TO REPORT:

- (a) That the Faculty of Science, in collaboration with the Learning and Development Centre, would run a series of Faculty-based Teaching and Learning Showcase events for the academic year 2012/13;
- (b) That these events would take place on 14 November 2012, 20 February 2013 and 15 May 2013.

TO RECEIVE:

An oral report from the Chair of the Sub-Faculty of Science on the Faculty of Science Learning and Teaching Showcase Events.

10. 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.

11. Any Other Business

12. Reserved Items

TO REPORT:

That the reserved items have been approved by Chair's Action.

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**ITEMS TO REPORT AND APPROVE 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.

13. Report from the Faculty of Science IT Committee

TO RECEIVE:

The minutes of the meetings of the Faculty of Science IT Committee held on 9 May 2012 and 17 October 2012 (copies attached).

14. Report from the Sub-Faculty

TO RECEIVE:

The minutes of the meeting of the Sub-Faculty of Science held on 17 October 2012 (copy attached).

15. 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 30 October 2012 (copy attached).

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

TO RECEIVE:

The minutes of the meetings of the Faculty of Science Research and Innovation Committee held on 20 June 2012 and 5 September 2012 (copies attached).

17. Freedom of Information

TO REPORT:

- (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.

18. Dates of Future Meetings

TO REPORT:

That the future meetings of the Board of the Faculty of Science in the academic year 2012/13 would be held on the following dates:

Wednesday 13 February 2013, 09.30 – 11.30am, Council Chamber, University House  
Wednesday 22 May 2013, 09.30 – 11.30am, Council Chamber, University House