

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 4 February 2004 at 2:00pm in the Council Chamber, Senate House.

P Greatrix
Acting Registrar

AGENDA

1. Minutes

TO CONSIDER:

The minutes of the meeting of the Board of the Faculty of Science held on 5 November 2003 (previously circulated).

2. Matters Arising on the Minutes

(a) Progress of Faculty Recommendations

That the Academic Quality and Standards Committee at its meeting on 19 November 2003 considered and recorded its approval of the Faculty Recommendations under the following headings:

(i) Annual Review Reports

The summary reports of the Annual Review of Undergraduate Courses 2002/03 for the following faculties, it being noted that the Board of Undergraduate Studies, at its meeting on 12 November, recommended that the summary reports be circulated to departments in advance of the relevant meetings of the Faculty Boards, it being noted that this may mean the deadline for submission of Annual Review reports by departments would have to be brought forward:

- (A) Faculty of Arts, paper BUGS 6/03-04.
- (B) Faculty of Science, paper BUGS 7/03-04.

And resolved:

- (C) That the Annual Course Review reports listed above be approved.
- (D) That Annual Course Review reports should not identify individual students.
- (E) That Annual Course Review reports on courses falling within the remit of the Board of Lifelong Learning not also be considered by the relevant Faculty Board. (minute AQSC 30/03-04 refers)

(ii) Periodic Review: Engineering

It being noted that at its meeting held on 13 November, the Board of Graduate Studies approved the report, noting that WMG would continue to monitor turnaround times for the marking assessed work and that guidance on feedback to students was provided to WMG staff and that AQSC resolved that the Periodic Review report on postgraduate provision in the School of Engineering, paper BFS 19/03-04 and the response from the School, paper BFS 20/03-04 be approved; it being noted that the School would need to keep under review the timeliness of feedback to students on assessed work. (minute AQSC 42c/03-04 refers)

(iii) Periodic Review: Mathematics

It being noted that at its meeting held on 13 November, the Board of Graduate Studies considered the report and resolved that it be approved as set out in papers BFS 4/03-04, noting that the Department of Mathematics' Self-Evaluation Document could be used as an example of good practice. (minute AQSC 42e/03-04 refers)

(b) Integrated Undergraduate Masters Degrees (minute 6/03-04 refers)

TO REPORT:

That at its meeting on 19 November 2003, the Academic Quality and Standards Committee considered the issue of Integrated Undergraduate Masters Degrees and departments' responses to the consultation by the Senior Assistant Registrar (Teaching Quality), who subsequently sent a memo to Science Chairs of Departments explaining the resolution (paper BFS21/03-04, copy attached).

(c) Representation on the Board and its Committees

TO REPORT:

That Mr Douglas Kelley has been elected as the undergraduate student representative to the Board to replace Mr S Watling.

3. Chair's Business

TO RECEIVE:

Faculty Advisory Board

An oral report from the Chair on the meeting of the Chairs of the Faculty Advisory Boards and the Faculty Boards to be held at Warwick on 3 February 2004.

4. Report from the Sub-Faculty

TO RECEIVE:

- (a) The minutes of the meetings of the Sub-Faculty held on 28 January 2004 (to follow).
- (b) An oral report from the Chair of the Sub-Faculty.

5. Report from the Graduate Studies Committee

TO RECEIVE:

- (a) The minutes of the meeting of the Graduate Studies Committee held on 28 January 2004 (to follow).
- (b) An oral report from the Chair of the Graduate Studies Committee.

6. Report from the Science Faculty IT Committee

TO RECEIVE:

The minutes of the meeting of the Faculty IT Committee held on 6 January 2004 (copy attached), noting that the newly-appointed Science Faculty e-learning advisor will be invited to attend future meetings of the Committee.

7. Centre for Nanotechnology and Microengineering

TO CONSIDER:

A proposal from the current Director to close the Centre for Nanotechnology and Microengineering (paper BFS22/03-04, copy attached).

8. Periodic Reviews

(a) Upcoming Reviews

TO REPORT:

That the following Periodic Review Panels are due to take place as set out below:

- (i) Physics (separate PG and UG reviews) to be held on 11 March 2004 with the following review Panel as approved by the Chair:

- (A) Dr K Flint (Chair), Biological Sciences
- (B) Professor Bugg, Chemistry
- (C) Professor Harrison, Economics
- (D) Professor Richard Jones, University of Sheffield

- (ii) Psychology (joint PG and UG reviews) to be held on 26 April 2004 with the following review Panel as approved by the Chair:

- (A) Dr C Sparrow (Chair), Mathematics
- (B) Professor Roberts, Biological Sciences
- (C) Dr A Hobbs, Philosophy
- (D) Professor Martin Conway, University of Durham

- (iii) Statistics (joint PG and UG review) to be held on 14 May 2004 with the following review Panel as approved by the Chair:

- (A) Professor Wilson (Chair), Computer Science
- (B) Dr D Hodgson, Biological Sciences
- (C) Professor Legge, WBS
- (D) Professor Andrew Wood, University of Nottingham

(b) Engineering

TO CONSIDER:

- (i) The Periodic Review of Undergraduate Courses in the School of Engineering (paper BFS23/03-04, copy attached)
- (ii) The Department's response to the review report (paper BFS24/03-04, copy attached).

9. Annual Review Reports

TO CONSIDER:

The following Annual Review Reports for 2002/03, noting that the Board is requested to identify points of best practice and areas of possible improvement and that from this the Secretariat will produce a composite report indicating the principal issues arising, areas for improvement and examples of good practice:

Undergraduate

- (a) Chemistry (paper BFS25/03-04, copy attached)

Postgraduate

- (b) Chemistry (paper BFS26/03-04, copy attached), including:
(i) Instrumental and Analytical Methods in Biological and Environmental Chemistry IAMBEC
- (c) Engineering (paper BFS27/03-04, copy attached) including:
(i) MSc Advanced Engineering
(ii) MSc Advanced Electronic Engineering
(iii) MSc Advanced Mechanical Engineering
(iv) MSc Advanced Photonics and Communications
- (d) Mathematics
(i) MSc/Interdisciplinary MSc (MIR@W) (paper BFS28/03-04, copy attached)
(ii) MSc in Financial Mathematics (paper BFS29/03-04, copy attached)
- (e) Statistics (paper BFS30/03-04, copy attached) including:
(i) MSc/Diploma in Statistics
- (f) Warwick Manufacturing Group (paper BFS31/03-04, copy attached) including:
(i) MSc Electronic Business Management
(ii) MSc Engineering Business Management
(iii) MSc Information Technology for Manufacture
(iv) MSc International Technology Management
(v) MSc Manufacturing Systems Engineering
(vi) MSc Process Business Management
(vii) MSc Quality & Reliability
(viii) MSc Supply Engineering & Logistics
(ix) Post-experience Dip Engineering Business Management
(x) Post-experience Dip Process Business Management

10. Science and Engineering Ambassadors (SEAs)

TO RECEIVE:

A paper outlining the Science and Engineering Ambassador scheme designed to promote science and technology in schools (paper BFS32/03-04, copy attached), followed by an oral report from the Warwick Volunteers Project Manager.

11. Undergraduate Curriculum Review Group

TO CONSIDER:

Recommendations to the Board of Science from the Board of Undergraduate Studies following their consideration of the Undergraduate Curriculum Review Group final report (paper BFS33/03-04, copy attached).

12. Amendments to University Ordinances and Membership of the Sub-Faculty of Science

TO CONSIDER:

- (a) Proposed amendments to 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 (paper BFS34/03-04, copy attached).

- (b) A proposal from the School of Engineering to abolish the Electronics Steering Committee and therefore amend the membership of the Sub-Faculty of Science to remove one full-time member of the teaching staff elected by the Steering Committee for Electronics degrees (paper SFS27/03-04, copy attached), noting that at its meeting held on 28 January 2004 the Sub-Faculty considered this proposal and recommended that it be approved.

13. Deadline for Papers

TO REPORT:

That the deadline for the receipt of papers is 12noon on the Wednesday of the week preceding each meeting of the Board of the Faculty.

14. Issues to be brought to Senate

TO CONSIDER:

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.