

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 9 November 2011 at **3.00pm** in **room R0.12, Ramphal Building**.

JF Baldwin
Registrar

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).

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+9+Nov+2011>

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 2011/12 is as follows:

- (i) Board of the Faculty of Science, paper BFS.01/11-12 (copy attached).
- (ii) Sub-Faculty of Science, paper BFS.02/11-12 (copy attached).
Graduate Studies Committee of the Board of the Faculty of Science, paper BFS.03/11-12 (copy attached).
- (iii) Faculty of Science Information Technology Committee, paper BFS.04/11-12 (copy attached).
- (iv) First Year Board of Examiners, paper BFS.05/11-12 (copy attached).
- (v) Examination Appeals Committee Panels, paper BFS.06/11-12 (copy attached).
- (vi) Representatives of the Science Faculty on other Committees, paper BFS.07/11-12 (copy attached).

TO CONSIDER:

The remaining vacancies for representatives of the Faculty of Science on other University Committees for 2011/12, as set out in paper BFS.07/11-12.

(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 25 May 2011 (copy attached).

3. Matters arising on the Minutes

- (a) Appointment of the Head of the Department of Psychology (minute BFS.44/10-11(b) refers)

TO RECEIVE:

An oral update from the Faculty Chair on the appointment of the Head of the Department of Psychology.

- (b) Faculty of Science IT Committee (minute BFS.48/10-11 refers)

TO REPORT:

That at the meeting of the Board of the Faculty of Science held on 25 May 2011 it was resolved that the issue of having a separate Faculty IT Committee should be discussed at the next meeting of the Board of the Faculty of Science.

TO CONSIDER:

The issue of whether the Board of the Faculty of Science should have a separate Faculty IT Committee or not.

- (c) Student Experience Investments (minute BFS.48/10-11 refers)

TO REPORT:

That at the meeting of the Board of the Faculty of Science held on 25 May 2011 it was resolved that the issue of student experience investments should be discussed at the next meeting of the Board of the Faculty of Science.

TO CONSIDER:

Student experience investments within the Faculty of Science.

4. Chair's Business

(a) Faculty of Science Advisory Board

TO RECEIVE:

An oral report from the Faculty Chair on her recent meeting with the Chair of the Faculty of Science Advisory Board, Dr John Ferrie.

TO REPORT:

That the next meeting of the Faculty of Science Advisory Board will take place on 6 December at Deloitte's Office in New Street Square, London.

(b) Faculty of Science Lunch

TO RECEIVE:

An oral report on the Faculty of Science Lunch held on 26 October 2011.

(c) Materials and Analytical Sciences Building

TO RECEIVE:

An oral report on the new Materials and Analytical Sciences Building.

(d) Plans for School of Life Sciences Building

TO RECEIVE:

An oral report on the plans for a new building for the School of Life Sciences.

(e) IATL

TO RECEIVE:

An oral report on the activities of the Institute of Advanced Teaching and Learning.

(f) University's Institutional Review of Faculties

TO RECEIVE:

An oral update on the institutional review of faculties scheduled to take place in spring 2012.

(g) Future role of the Faculty of Science

TO RECEIVE:

A short discussion paper from the Faculty Chair on the future role of the Faculty of Science, paper BFS.09/11-12 (to be tabled).

(h) Changes to the University's Senior Management Team

TO RECEIVE:

An oral update on recent changes to the University's Senior Management Team.

(i) Development of an Hispanic Studies Unit

TO CONSIDER:

A paper from the Chair of the Faculty of Arts, paper BFA.1/11-12 (copy attached), seeking approval for the creation of Hispanic Studies and a Sub-faculty of Modern Languages, noting that, at its meeting on 5 October 2011, the University Senate approved proposals from the Deputy Vice-Chancellor and Chair of the Faculty of Arts for the formation of an Hispanic Studies unit and a Sub-Faculty of Modern Languages as set out in Senate paper S.4/11-12 (copy attached).

5. 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.

6. Any Other Business

7. Reserved Items

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

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.

8. Faculty Representatives on the Senate

TO REPORT:

- (a) That the continuing members of the Senate appointed by the Board of the Faculty of Science are as follows:

| | |
|-----------------------------|--------------------------------|
| Professor A Czumaj (2013) | Department of Computer Science |
| Professor S Jacka (2013) | Department of Statistics |
| Professor M Shipman (2013) | Department of Chemistry |
| Professor C Sparrow (2013) | Warwick Mathematics Institute |
| Professor J McCarthy (2013) | School of Life Sciences |

- (b) That following the departure of Professor Jonathan Seville from the University on 30 September 2011, there arose one vacancy for Board of the Faculty of Science representation on the Senate.
- (c) As per Regulation 2.2, a call was made for nominations to represent the Board on the Senate for the period 1 August 2011 to 31 July 2014.
- (d) As two nominations were received before the deadline, an email ballot was held with the candidates being Professor R Ball (Physics) and Professor R Dashwood (WMG).
- (e) Having received the most votes in the email ballot, Professor R Ball was elected to represent the Board on the Senate for the period from 1 August 2011 to 31 July 2014.

9. QAA Institutional Review

TO REPORT:

- (a) That the University's QAA Institutional Review will take place in the academic year 2012/13 with the main QAA visit being in February 2013.
- (b) That given this is the first year of operation of a new QAA process, the University will be working over the next twelve months to prepare for this review.

10. New Module Catalogue

TO REPORT:

That the University's new module catalogue is now fully live for undergraduate and postgraduate taught courses.

11. Course Approval Processes

TO REPORT:

That the Teaching Quality Unit in the Academic Office is continuing to review course approval processes.

12. Report from the Faculty of Science IT Committee

TO RECEIVE:

The minutes of the meeting of the Faculty of Science IT Committee held on 19 October 2011 (copy attached).

13. Report from the Sub-Faculty

TO REPORT:

That changes to Ordinance 7 (Constitutions of Faculty Boards) were approved by Council for the second time in October 2010, focussing mainly on the removal of any references to "full-time" or "permanent" members of staff, and that the Chair of the Board of the Faculty of Science had approved by Chair's Action the removal of any remaining references to "full-time"

staff on the membership pages for the Sub-Faculty of Science
(<http://www2.warwick.ac.uk/services/gov/atoz/sfs>)

TO RECEIVE:

The minutes of the meeting of the Sub-Faculty of Science held on 19 October 2011 (copy attached).

14. 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 1 November 2011 (copy attached).

15. 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 15 June 2011 (copy attached).

16. 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.

17. Dates of Future Meetings

TO REPORT:

That the future meetings of the Board of the Faculty of Science in the academic year 2011/12 would be held on the following dates:

Spring Term – Wednesday 8 February 2012, 3pm (Council Chamber)
Summer Term – Wednesday 23 May 2012, 2pm (Council Chamber)