

**UNIVERSITY OF WARWICK**

FACULTY OF SCIENCE

Board of the Faculty of Science

Minutes of the meeting of the Board of the Faculty of Science held on 8 February 2012

Present: Professor P A Thomas (in the Chair), Professor R Ball, Professor T Bugg, Dr J Cave, Dr A I Cristea, Professor A Czumaj, Professor R Dashwood, Professor D Evans, Professor D Firth, Professor M Keeling, Professor D Leadley, Dr P Martini, Professor J McCarthy, Professor C McConville, Dr A M Price, Dr J Robinson, Professor P Scott, Professor S Shapiro, Mr A Sheikh, Mr T Skelhon, Professor C Sparrow, Dr D Wood.

Apologies: Professor S Banerji, Professor G Brown, Professor J Davey, Professor D Haddleton, Professor R Napier, Mr R Shah, Professor M Shipman, Professor M Steel, Professor N Stocks.

In attendance: Mrs H Ireland, Dr K Leppard, Mr S Williams.

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The Minutes are split into two sections: items considered by the Committee and items reported without further discussion unless requested by a member of the Committee.

**MINUTES**

**ITEMS CONSIDERED BY THE COMMITTEE**

21/11-12 Faculty Engagement with the Institute of Advanced Study

RECEIVED:

A report from the Director of the Institute of Advanced Study (IAS) on Faculty of Science engagement with IAS schemes, paper BFS.9/11-12

RECOMMENDED: (to the Director of the Institute of Advanced Study)

- (a) That the Postdoctoral Research Fellowships offered by IAS would benefit from being flexible, with a minimum of 3 years and a maximum of 5 years' duration;
- (b) That shorter awards of six months' duration would not attract the best candidates;
- (c) That IAS should focus on schemes that were different to the existing possibilities and not compete with existing funding opportunities and try to bring in candidates from outside Warwick, especially from overseas;
- (d) That the best way to communicate IAS schemes to the Faculty of Science would be a web page that listed all of the scheme deadlines in chronological order as the key to successful applications was telling staff to apply at the right time.

REPORTED: (by the Director of the Institute of Advanced Study)

That the deadlines for the Visiting Fellows scheme and European Frontiers scheme were 27 February 2012 and 9 March 2012 respectively.

22/11-12 Appointment of a Deputy Chair of the Faculty of Science

REPORTED:

- (a) That following the call at the meeting of the Board of the Faculty of Science on 9 November 2011 for recommendations for the position of Deputy Chair of the Faculty of Science, the Chair had received and after due consideration approved the nomination of Professor Peter Scott following endorsement from the University's Senior Management Team.
- (b) That at its meeting on 30 January 2012 the Steering Committee, on behalf of the Senate, approved the appointment of Professor Peter Scott as a co-opted member of the Board of the Faculty of Science.

CONSIDERED:

The appointment of Professor Peter Scott as Deputy Chair of the Faculty of Science.

RESOLVED:

That the appointment of Professor Peter Scott as Deputy Chair of the Faculty of Science be approved.

23/11-12 Reaffirmation of the Chair of the Faculty of Science

REPORTED: (by the Chair)

- (a) That Regulation 2.1 on the Timetable of Committee Elections states that:  
"The Vice-Chancellor shall recommend to the Boards of the Faculties the appointment of a candidate to the Chair of the Board, with the exception of the Board of the Faculty of Medicine, the Chair of which is the Dean of the Warwick Medical School *ex officio*. Each Board shall consider the recommendations for approval at the ordinary meeting of the Boards in the Summer term."
- (b) That in line with Regulation 2.1 (and not BFS.19/10-11 that stated incorrectly that reaffirmation would take place in the Spring Term meeting), the reaffirmation of the Chair of the Faculty of Science would be deferred to the Summer Term meeting of the Board.

24/11-12 Minutes

RECEIVED:

The minutes of the meeting of the Board of the Faculty of Science held on 9 November 2011.

RESOLVED:

That the minutes of the meeting of the Board of the Faculty of Science held on 9 November 2011 be approved.

25/11-12 Matters arising on the Minutes

- (a) Appointment of the Head of the Department of Psychology (minute BFS.44(b)/10-11 and 3(a)/11-12 refer)

REPORTED:

That Professor James Tresilian had been appointed Head of the Department of Psychology with effect from 1 February 2012 and would replace Professor Gordon Brown on the Board of the Faculty of Science.

- (b) Membership of E-Learning Steering Group (minute BFS.1(a)/11-12 refers)

REPORTED:

That following the meeting of the Board of the Faculty of Science on 9 November 2011, the Chair had approved the nomination of Dr Mike Joy as the second Faculty of Science representative on the E-Learning Steering Group as well as the nomination of Dr Alexandra Cristea as Faculty of Science representative on CFDLSC.

- (c) Student Experience Investments (minute BFS.48/10-11 and BFS.3(c)/11-12 refer)

REPORTED:

That at the meeting of the Board of the Faculty of Science held on 9 November 2011 it was resolved that the issue of student experience investments would be postponed until the Spring Term meeting so that it could take place in light of the outcomes of the Institutional Teaching and Learning Review.

RESOLVED:

That the issue of student experience investments within the Faculty of Science would be considered at the Faculty Engagement on 22 March 2012.

26/11-12 Chair's Business

- (a) Faculty of Science Advisory Board

REPORTED: (by the Chair)

- (i) That the main topics discussed at the meeting of the Faculty of Science Advisory Board held on 6 December 2011 at Deloitte's Office in New Street Square, London, were business engagement and the School of Life Sciences.
- (ii) That nominations for new external members of the Advisory Board would be welcome

REPORTED: (by Professor J McCarthy)

That as part of the discussion on employability skills relevant to industry, a number of external Advisory Board members, including Deloitte, had offered to give potentially valuable advice on improving the standards of employability amongst Warwick Science Faculty graduates.

(b) Faculty of Science Lunch

REPORTED:

- (i) That IATL and the Library gave presentations at the Faculty of Science Lunch held on 1 February 2012
- (ii) That the University had set up a Research Data Management Working Group to establish a University Policy by May 2012 given that the data the University generates under publically funded grants must be archived and made publically available.

(c) Life Sciences Project

REPORTED: (by Professor J McCarthy)

- (i) That the Warwick Crop Centre would remain at Wellesbourne
- (ii) That combination state-of-the-art low energy usage glasshouses were being built behind WMG near to the Sports Centre and that these would enable a number of Wellesbourne staff to relocate to main campus
- (iii) That investments being made now in greater energy efficiency and the consolidation of staff into a smaller space would result in costs savings in the medium-term and were also having a positive impact on the financial discussions with BBSRC in the area of Food Security

27/11-12 UKBA Student Attendance Monitoring

RECEIVED:

A report from the Academic Registrar updating the Board following a recent audit of the University's student attendance monitoring systems, which looked at the University's compliance with the UK Border Agency's requirements regarding overseas students, paper BFS.10/11-12

REPORTED: (by the Academic Registrar)

- (a) That the University's current policy of 10 attendance monitoring points for all students was instigated by a UKBA requirement
- (b) That a year ago UKBA had suspended Glasgow Caledonian University's sponsor license for 3 weeks and that the issue of UKBA compliance was a significant risk to the University given that £70m of its income came from overseas fee paying students
- (c) That given the potential financial and reputational damage of the University having its sponsor license revoked, Internal Audit had conducted an internal review of the University's student attendance monitoring systems and had found that the University was not compliant all of the time for all students
- (d) That particular issues had been raised regarding record keeping for PhD supervisions, monitoring points for joint degree courses, where it was optional for students to take an exam instead of an assessed piece of work, and out of date guidance

- (e) That Internal Audit had also identified examples of good practice in departments and that these would be rolled out as part of the updated Guidance on monitoring student attendance

REPORTED: (by Dr J Cave)

- (f) That in addition to the egalitarian arguments for continuing to monitor all students and not just those subject to immigration permissions, the Department of Economics had concluded that it was more cost effective for them to monitor all students than to be selective and only monitor some.

RESOLVED:

That the Academic Registrar would consider the issue raised regarding data protection on data collection, would look into whether any systems improvements could be made centrally, and that Guidance would be sent out to departments later in the current academic year.

28/11-12 Brazilian Government Scholarships Scheme: "Science Without Borders"

RECEIVED:

A report from the Senior Liaison Officer (South Asia & Latin America), International Office, on opportunities for Faculty of Science departments to engage with the Brazilian Government Scholarships Scheme "Science Without Borders", paper BFS.11/11-12.

REPORTED:

- (a) That the Brazilian Government had agreed that 10,000 of the total 70,000 "Science Without Borders" scholarships would come to the UK over a period of 4 years and that the UK scheme would be managed by the UUK International Unit
- (b) That these scholarships would be largely for visiting students (undergraduate study abroad, some visiting PhD and some full PhD) and were entirely for STEM subjects, with 2 semesters being classroom-based and 1 semester being an industrial placement
- (c) That 77 UK universities were eligible and those institutions would receive £15,000 per student to cover tuition fees and accommodation
- (d) That although the scholarships did not cover the full cost of tuition fees and accommodation, the University's Senior Management endorsed the scheme as it would assist the University in raising its profile and reputation in Brazil
- (e) That the first cohort would arrive in September 2012, that there would be a common application form for all UK universities and that the International Office hoped to receive applications by May 2012.

RESOLVED:

That the Secretariat would circulate an email from the Senior Liaison Officer (South Asia & Latin America), International Office, to request departmental contacts for those departments who would be interested in participating in the scheme.

29/11-12 Establishment/Disestablishment of Research Centres

REPORTED:

- (a) That the University's Research Committee had recommended to the Senate the disestablishment of the Centre for Advanced Materials, as set out in paper BFS.12/11-12 on Research Centre Governance;
- (b) That the University's Research Committee had recommended to the Senate the establishment of a new Research Centre for Industrial Ultrasonics, as set out in paper BFS.13/11-12, noting that the School of Engineering did not object to the governance of the Centre being allocated to the Department of Physics;
- (c) That the University's Research Committee would submit a full report to the Summer Term meeting of the Board of the Faculty of Science on the categorisation of Research Centres within the Faculty.

RESOLVED:

That the Board of the Faculty of Science supported the Research Committee's recommendation to the Senate on the disestablishment of the Centre for Advanced Materials.

30/11-12 Institutional Teaching Review: Faculty Engagements

REPORTED: (by the Chair)

- (a) That the forthcoming Faculty Engagement element of the Institutional Teaching Review would take place on 22 March 2012 and that up to representatives per department should attend
- (b) That themes that had emerged from the departmental reports, such as personal tutoring and joint degrees, would be looked at a faculty level and that any further suggestions should be submitted to the Chair

RECOMMENDED: (by Professor C Sparrow)

That an ARC representative should be invited to the Faculty Engagement to explain how student experience investments would be allocated

RECOMMENDED: (by Professor R Ball)

That the issues of performance feedback and management expectations should be added to the agenda

31/11-12 Report from the Faculty of Science IT Committee

RECEIVED:

The minutes of the meeting of the Faculty of Science IT Committee held on 25 January 2012.

REPORTED: (by Dr K Leppard)

That access to online journals was causing a lot of inconvenience as users typically did not access journal articles via the Library Catalogue and that access through a single sign-in process would be preferable.

REPORTED: (by Mrs H Ireland)

That although access through the Library Catalogue System worked, the Library, in collaboration with IT Services, was trying to work around the issues raised by the Faculty IT Committee, within certain restrictions imposed by suppliers.

RESOLVED:

That the Board of the Faculty of Science endorsed the Faculty of Science IT Committee's proposal to continue to pursue a solution to the current unsatisfactory arrangements for access to online journals.

32/11-12 Items to be brought to the Senate

CONSIDERED:

Whether there are any specific issues which the Board of the Faculty wishes to refer to the Senate for consideration.

RESOLVED:

That the items on the appointment of a Deputy Chair and the Establishment/Disestablishment of Research Centres should be brought to the Senate for consideration.

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**ITEMS REPORTED AND APPROVED WITHOUT FURTHER DISCUSSION**

33/11-12 Report from the Sub-Faculty

RECEIVED:

The minutes of the meeting of the Sub-Faculty of Science held on 1 February 2012

RESOLVED:

That all recommendations from the Sub-Faculty of Science be approved.

34/11-12 Report from the Graduate Studies Committee

RECEIVED:

The minutes of the meeting of the Graduate Studies Committee of the Board of the Faculty of Science held on 31 January 2012

RESOLVED:

That all recommendations from the Graduate Studies Committee of the Board of the Faculty of Science be approved.

35/11-12 Report from the Faculty of Science Research and Innovation Committee

RECEIVED:

The minutes of the meeting of the Faculty of Science Research and Innovation Committee held on 20 October 2011

RESOLVED:

That all recommendations from the Faculty of Science Research and Innovation Committee be approved.

36/11-12 Dates of Future Meetings

REPORTED:

That the final meeting of the Board of the Faculty of Science in the academic year 2011/12 would be held on Wednesday 23 May 2012 at 2pm in the Council Chamber.

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