

**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 12 February 2014

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Present:	Professor P A Thomas (in the Chair), Professor K Ball, Professor R Ball, Mr I Carson, Dr J Cave (from item 30/13-14), Dr A I Cristea, Professor A Czumaj, Professor R Earle, Dr A Er, Professor D Firth, Mr M Jarman, Professor C-T Li, Professor J McCarthy, Professor E Maylor, Dr J Robinson, Professor P Scott, Professor C Sparrow, Professor N Stocks, Professor M Wills, Dr D Wood.
Apologies:	Professor S Banerji, Professor T Bugg, Professor R Dashwood, Professor J Davey, Professor D Haddleton, Professor D Leadley, Dr K Leppard, Mr S Parr, Professor A Price, Professor M Shipman, Professor J Q Smith, Professor O Soyer, Professor J Tresilian.
In attendance:	Ms R Cooper (until item 29/13-14), Dr A Er (WMG), Mrs H Ireland, Mrs L Larard, Professor N Stewart (Psychology).

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**ITEMS CONSIDERED BY THE COMMITTEE**

23/13-14 Minutes

**CONSIDERED:**

The minutes of the meeting of the Board of the Faculty of Science held on 6 November 2013.

**RESOLVED:**

That the minutes of the meeting of the Board of the Faculty of Science held on 6 November 2013 be approved.

24/13-14 Matters arising on the Minutes

(a) Recommended Change to Statute 17(4) (minute BFS.1/13-14 referred)

**REPORTED:**

- (i) That any changes to Statutes have to be approved by the Privy Council;
- (ii) That the Head of Institutional Governance would pick up the recommended change from "Sub-Faculties" to "Sub-Committees" in the review of governing instruments.

(b) Faculty of Science Webpages (minute 6(c)/13-14 referred)

**REPORTED:**

- (i) That progress had been made to develop the Faculty webpages, and the final design had been agreed (paper BFS.15/13-14).
- (ii) The ITS Webteam had started to develop on the test pages, which would be shared with Departments once ready to view.

CONSIDERED:

The requirement for ongoing support for the Faculty's webpages once the initial webpage development work is complete.

RESOLVED:

- (iii) That Departments would send details appropriate impact cases for inclusion on the Faculty webpages (under "Science Impact and Outreach") to the Secretariat;
  - (iv) That those Departments already with impact webpages on their Departmental websites would forward these links to the Secretariat;
  - (v) That the colour of the margins for those Departments adopting the links back to the Faculty of Science webpages could be chosen by the Departments;
  - (vi) That the home page would include mention of "Science and Engineering", and "Science, Engineering and Technology" where appropriate;
  - (vii) That the Board would support a more permanent arrangement for digital communications support for the Faculty.
- (c) Faculty of Science Thesis Prizes (minute BFS.6(d)/13-14 referred)

REPORTED:

- (i) That Departments should notify the Chair of the Faculty with their judging panel membership by 28 February 2014 at the latest.
- (ii) That Departments should advertise the prize to graduands/graduates and supervisors within the department.
- (iii) That the announcement about the prizes were on the Faculty of Science webpages and on Insite.
- (iv) That the closing date for nominations from supervisors to departmental judging panels would be 15 March 2014;
- (v) That the prizes were available to all nine Departments and to the two type-I Research Centres;
- (vi) That where a Department or Centre had fewer than 10 qualifying thesis submissions in 2013/14, the Faculty would reserve the right to enter their prize candidates into a joint completion with a closely allied discipline;
- (vii) That prize candidates from non-PhD awarding Centres and CDTs should be entered in the competition being run by the supervisor's home department.

(d) Faculty Fora (minute BFS.8/13-14 referred)

REPORTED:

- (i) That the Autumn Term 2013 meeting of the Distinctiveness Forum had been postponed until Spring Term 2014;
  - (ii) That the Science and Survival WP event organised by the WP Forum, and funded by the Faculty projects budget, was held on 10 December 2013 and was well received by the pupils and teachers from the schools that attended;
  - (iii) That the Employability Forum continues to hold termly meetings of Careers representatives from SCS and from departments to share good practice.
  - (iv) That Fora are reminded that one of the criteria for continuation was that each forum should request financial support from the Board at least once per year.
- (e) Research Centre for Law, Governance and Regulation of the Global Economy (minute BFS.9/13-14 referred)

REPORTED:

- (i) That the Research Committee reported that within the Law Department, the Legal Research Institute acts as an 'umbrella' for all Centres;
  - (ii) That the Research Committee resolved that new Centre be approved.
- (f) Research Centre Reviews (minute BFS.10/13-14 refers)

REPORTED:

- (i) That the Research Committee resolved that Mathematics Research Institute provided added value, contributed to research strategy and was sustainable.
  - (ii) That the Research Committee Centre reported that the Centre for Fusion, Space and Astrophysics added value but due to questions regarding financial sustainability, and resolved that the Centre will be reviewed again during 2014/15;
- (by Professor R Ball);
- (iii) That subsequent to the review, the funding prospects for CFSA had improved with a £1,000,000 award from the STFC, the prospect of annual funding for several PhDs, and new EPSRC submission activity.

(g) Assessment Strategies (minute BFS.11/13-14 referred)

REPORTED:

- (i) That Senate approved the University Assessment Strategy at its meeting of 29 January 2014;
- (ii) That Departments would be contacted in February about the next steps towards producing departmental assessment strategies.

(h) Bids for Matched Funding (minute BFS.14/13-14 referred)

REPORTED:

- (i) That the University had considered all requests from those with externally-funded CDTs;
- (ii) That the University had also considered strategic investment in studentships linked to CDTs without external funding;
- (iii) That guiding principles for considering requests were being devised;
- (iv) That there would be a central allocation of ring-fenced funding for strategic investment of studentships;

RECOMMENDED (to those involved in the ongoing process):

- (v) That Departments and Faculties are involved in the development of the guiding principles for considering the funding of studentships;
- (vi) That a University studentship funding guidance document is produced which clearly outlines the governing principles and processes;
- (vii) That clarification is given to Departments about the place of the strategic planning process in the funding of studentships, and the place of other scholarship competitions (eg WCPRS);
- (viii) That reassurance is given that the EPSRC DTG will not be top-sliced to fund the central allocation budget for studentships.

(i) Information Security Framework e-learning Module (minute BFS.16/13-14 referred)

REPORTED:

- (i) That the Director of Campus Services had confirmed that IT Services would be establishing a formal project to enhance system security;
- (ii) That the project board would have representatives from the whole user community to advise on potential impacts on working practice and to review test results;
- (iii) That a project initiation document was being drafted for consideration by IPSC.

25/13-14 Chair's Business

(a) Faculty of Science Advisory Board

REPORTED (by the Chair of BFS):

- (i) That clarification about the future of the Advisory Board had been sought from the Registrar;
- (ii) That a response was pending at the time of the meeting.

**RESOLVED:**

That the Chair of BFS would contact the Registrar again to seek guidance about the place of the Advisory Board in the strategic governance of the University.

(b) Faculty Budgets/Special Projects

**REPORTED:**

- (i) That approximately £10,000 of the 2013/14 Faculty of Science special projects budget remained to be committed at the time of the meeting.
- (ii) That 1000 Faculty of Science cotton bags and 10000 plastic carrier bags had been ordered with a total cost of £2,000.
- (iii) That 100 of the cotton shoppers are available to each department if required.

(c) Big Bang Exhibition

**REPORTED:**

- (i) That this national UK exhibition for young scientists and engineers would take place 13-16 March 2014 (<http://www.thebigbangfair.co.uk/>);
- (ii) That the Faculty of Science was funding a stand at the exhibition, and had provided additional funding for Faculty of Science bags and a leaflet for year 8-9 school pupils;
- (iii) That £10,000 had been allocated from the Impact Fund to pay some of the additional costs of this event;
- (iv) That Claire Rocks from Computer Science would be attending the Faculty Lunch on 12 February 2014 to provide further details about the event.

**RESOLVED:**

That Departments would provide the names of those staff they would like added to the VIP guest list for the event to the Secretariat.

(d) Awards

**REPORTED**

- (i) That Professor S Perrier (Chemistry) had been awarded a Royal Society Wolfson Research Merit Award;
- (ii) That Professor S Chapman (Physics) had been awarded the Royal Astronomical Society James Dungey Lectureship for 2014.

26/13-14 Timeliness Report for Term 1 2013/14

**RECEIVED:**

A composite report on timeliness of feedback on assessments submitted during the Autumn term 2013/14 across the Faculty of Science, paper BFS.14(revised)/13-14.

**RESOLVED:**

That Departments be congratulated on the improvement in the figures, especially with regard to the increased number of postgraduate modules meeting the 20-day turnaround target in term 1 of 2013/14.

**27/13-14 University Timetable**

**CONSIDERED:**

A paper from the Pro-Vice-Chancellor (Academic Planning and Resources) on progress made remodelling the University timetable (paper SC.65/13-14).

**RECOMMENDED (to the Pro-Vice Chancellor (Academic Planning and Resources)):**

- (a) That a representative from the Gibbett Hill campus is included on the Timetable Working Group;
- (b) That the potential impact on Athena Swan accreditation is considered;
- (c) That the Timetable Working Group gives serious consideration to the move towards a clear matrix structure to the timetable whereby Departments are asked to manage 'clashes' structurally;
- (d) That the way in which students/the Students Union have input in to the timetable remodelling process is clarified.

**28/13-14 University Research Centres**

**CONSIDERED:**

- (a) A proposal from the Research Committee to establish two new University Research Centres in the Faculty of Social Sciences, as set out in paper BFS.16/13-14:
  - (i) Centre for Connecting Research on Employment and Work (CREW)
  - (ii) Centre for Operational Policing Research
- (b) A proposal from the Departments of Computer Science, Mathematics and Statistics to establish a new University Research Centre: the Warwick Data Science Institute (WDSI), as set out in paper BFS.17/13-14/

**RECOMMENDED (to the Research Committee):**

- (c) That the new University Research Centre for Connecting Research on Employment and Work (CREW) be established, noting that the proposal was less substantial than members might have liked to see;
- (d) That the new University Research Centre for Operational Policing Research be established, noting that the Board questioned whether PhD students should be included under section 5d) "Management and Staffing", or elsewhere in the proposal;

- (e) That the new University Research Centre, the Warwick Data Science Institute, be established, noting that members of the Board of the Faculty of Science were impressed by the strength of the case made in the proposal.

29/13-14 Global Sustainability Degree

CONSIDERED:

A paper from the Pro-Vice-Chancellor (Postgraduate and Transnational Education) about the proposed Global Sustainability Degree (paper BUGS.15/13-14).

REPORTED (by the Chair of the Faculty of Science Undergraduate Studies Committee (SUGS)):

- (a) That there was a discussion about this proposal at the SUGS meeting held on 20 January 2014.
- (b) That SUGS members had raised concerns about the logistics/timetabling aspects of the course especially given the differences in the academic calendar, the potential environmental impact and its fit with the global sustainability content of the course, and the issues that might arise given the differences in the degree titles in each institution.

RESOLVED:

- (c) That the Board of the Faculty of Science were broadly supportive of the aims outlined in the paper;
- (d) That the Chair of the Board of the Faculty of Science would provide feedback to the Pro-Vice Chancellor (Postgraduate and Transnational Education);
- (e) That Faculty of Science Departments wanted to be involved in discussions and delivery of the degree.

RECOMMENDED (to the Pro-Vice Chancellor (Postgraduate and Transnational Education)):

- (f) That all Faculty of Science departments be involved in discussions about the structure and content of the course;
- (g) That the formal course approval documentation be provided to SUGS for consideration at its meeting on 14 May 2014;
- (h) That the logistical issues, especially with regard to the timetable and in conjunction with the Timetable Working Group, be resolved;
- (i) That any issues of reputational risk be mitigated.

30/13-14 School for Modern Languages

CONSIDERED:

A paper from Steering Committee (SC.33/13-14) about the creation of a School for Modern Languages.

REPORTED (by the Representative from the Board of the Faculty of Arts, and by the Deputy Chair of the Board of the Faculty of Science):

That staff in the Faculty of Arts and in particular the affected Departments appeared to be broadly supportive of the aims outlined in the proposal.

RESOLVED:

That members of BFS would send their comments to the Secretariat by 21 February 2014.

RECOMMENDED (to Senate):

That clarification is provided on the definition of a School, and the differences between a Department and a School, so that there is equivalence between the different Schools in existence (School of Engineering, School for Life Sciences).

31/13-14 Maths Doctoral Prize

RECEIVED:

An oral report from the Head of the Mathematics Institute about the Maths Doctoral Prize.

RESOLVED:

That the Head of the Mathematics Institute would send all Departments an email outlining the criteria for the Maths Doctoral Prize, and that Departments should respond directly to the Head of the Mathematics Institute.

32/13-14 Faculty of Science Teaching and Learning Showcase

REPORTED (by Chair of the Faculty of SUGS):

That the Spring Term Faculty of Science Teaching and Learning Showcase would take place on Wednesday 19 February 2014 from 1-4pm in the Teaching Grid.

33/13-14 Items to be brought to the Senate

RESOLVED:

That the following items would be included in the next Board of the Faculty of Science report to Senate:

- (a) Timeliness Report, particularly noting the improvements in the 20-day turnaround for assessment for Postgraduate modules.

## **ITEMS REPORTED AND APPROVED WITHOUT FURTHER DISCUSSION**

34/13-14 Report from the Faculty of Science IT Committee

RECEIVED:

The minutes of the meetings of the Faculty of Science IT Committee held on 22 January 2014.

35/13-14 Report from the Undergraduate Studies Committee

RECEIVED:

The minutes of the meeting of the Undergraduate Studies Committee of the Board of the Faculty of Science held on 20 January 2014.

36/13-14 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 27 January 2014.

37/13-14 Report from the Faculty of Science Research and Innovation Committee

RECEIVED:

- (a) The minutes of the meeting of the Faculty of Science Research and Innovation Committee held on 31 October 2013;
- (b) The draft minutes of the meeting of the Faculty of Science Research and Innovation Committee held on 16 December 2013.

38/13-14 Dates of Future Meetings

REPORTED:

That the Summer term meeting of the Board of the Faculty of Science in the academic year 2013/14 would be held on:

- Wednesday 21 May 2014, 09.30 – 11.30am, CMR1.0, University House