

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 3 November 2004 at 2:30pm in the Council Chamber, University House.

CE Charlton
University Secretary

AGENDA

1. Constitution, Membership and Terms of Reference

TO REPORT:

- (a) The constitution of the Board of the Faculty of Science and its membership for 2004/2005 (BFS.41/03-04, copy attached), noting that Mr D Kelley had been elected to serve as the undergraduate student representative for a second year and that Mr R Wilson has resigned as the postgraduate student representative.
- (b) That paragraph 4 of Statute 21 stated that the Board of each Faculty would 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 19.
 - (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 19 May 2004 (copy attached).

3. Matters arising on the Minutes

Warwick in Asia (BFS minute 61/03-04 refers)

TO REPORT:

That the Senate, at its meeting of 29 September 2004, resolved that the minutes of the meeting of the Senate held on 22 September relating to the consideration of the Report from the Asia Exploratory Group be approved and the following recommendations of the Senate be referred to the Council for consideration, unconfirmed Senate minute 6/04-05 refers:

That further intensive investigation of the opportunity to establish a second University campus in Singapore during the academic year 2004-05 be undertaken within the clear parameters set out in section 1 of the Report from the Asia Exploratory Group, on the basis that such a campus be research-led, financially viable and significantly capacity-raising and on the understanding that this investigation would, additionally:

- (a) Develop a clear and objective vision, strategy and focus for the University's academic operations in Singapore which is supportive of the University's key strategic objectives.
- (b) Demonstrate that institutional autonomy and academic freedom could be properly safeguarded and that concerns regarding human rights issues could be satisfactorily addressed.
- (c) Facilitate evaluation of alternative possibilities for the University's future development in an international context which would be of significant value.

And furthermore it was reported (by the Vice Chancellor) that a small group would be established, to include members of the Asia Exploratory Group, to undertake further investigation into the opportunity, including the development of an academic strategy and an initial business plan for a second campus in Singapore, with a view to submitting an interim report to the Senate and the Council at their meeting at the end of the Autumn Term and the objective of reaching a final decision on the opportunity by the end of the academic year.

4. Chair's Action

TO REPORT:

That the Chair, acting on behalf of the Board, had approved the following:

- (a) The nomination of Professor MJ Cooper, Dr C Sparrow and Dr AM Price to serve as representatives of the Faculty of Science on the Senate for a period of three years from 2004/05, noting that the following members will continue to serve on the Senate:

Professor R Freedman (2005)

Professor K Lamberts (2006)

Professor R Wilson (2006)

- (b) The nomination of Dr A Dowd and Professor G Nudd as representatives of the Board of the Faculty of Science to serve on the Board of Graduate Studies for 2004/05.

- (c) The nomination of Professor G Nudd as the representative of the Board of the Faculty of Science to serve on the Board of the Faculty of Arts for 2004/05.
- (d) The nomination of Professor K Lamberts as the representative of the Board of the Faculty of Science to serve on the Board of the Faculty of Medicine for 2004/05.
- (e) The nomination of Dr S Joseph to serve as a representative of the Board of the Faculty of Science to serve on the Collaborative, Partnership, Flexible and Distributed Learning Committee (previously the Partnerships and Distance Learning Sub-Committee) of the Academic Quality and Standards Committee for 2004/05.
- (f) The nomination of Professor R Freedman as the representative of the Board of the Faculty of Science to serve on the Campus Life Committee for 2004/05.
- (g) The nominations of Dr M Joy and Dr A Manning as the two final representatives of the Board of the Faculty of Science to serve on the Investigation Committee Panel for 2004/05, noting that the existing representatives of the Board of the Faculty of Science are Dr K Flint, Professor J Robinson and Dr PC Taylor.
- (h) The nomination of Dr D Holland as the Chair of an Appeals Committee for the First Year Board of Examiners in Science in September 2004.

5. Chair's Business

(a) Governing Instruments Committee and Constitution of Senate Committees

TO RECEIVE:

An oral report from the Chair on the work of the Governing Instruments Committee, noting that this will be discussed at the next Heads of Science Lunch, noting that this is to be held on 12 November 2004 at 12:30 (venue to be confirmed).

TO REPORT:

That the Senate, at its meeting of 29 September 2004, had approved the proposed changes to the Constitution of Senate Committees as set out in paper S.3/03-04, copy attached, unconfirmed Senate minute 8/04-05 refers.

(b) Annual Course Review and Staff-Student Liaison Committee Reports

TO REPORT:

- (i) That, due to the recent changes in the structure of University Committees, the SSLC Composite Reports for undergraduate and postgraduate courses would now be drafted by the SSLC Co-ordinators rather than by the Faculty Secretariat, and that SSLC reports would be appended to the Annual Course Review Reports for consideration by the Sub-Faculty and Graduate Studies Committees respectively.
- (ii) That the deadlines for submission of Annual Course Reviews are as follows, noting that these would be considered at the meeting of the Board of the Faculty in the Spring Term:
 - (A) Undergraduate Annual Course Reviews should be submitted to the Secretariat by 1 December 2004.

(B) Postgraduate Annual Course Reviews should be submitted to the Secretariat by 1 January 2005.

(c) Interdisciplinary Accommodation and Research Strategy

TO CONSIDER:

A proposal from the Chairs of the Faculties of Arts, Science and Social Studies for the use of SRIF3 funding for the building of a new multi/interdisciplinary research facility at the University (BFS.1/04-05, copy attached).

(d) Faculty of Science Research Committee

TO RECEIVE:

An oral report from the Chair on discussions at the Faculty of Science Lunch, held on 20 October 2004, regarding the creation of a Research Committee within the Faculty.

6. Report from the Faculty Advisory Board

TO RECEIVE:

An oral report from the Chair on the Faculty Advisory Board and visits to the University by members.

7. Report from the Sub-Faculty

TO RECEIVE:

The minutes of the meeting of the Sub-Faculty of Science held on 20 October 2004 (copy attached).

8. 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 20 October 2004 (copy attached).

9. Report from the Science Faculty IT Committee

TO RECEIVE:

The minutes of the meeting of the IT Committee of the Faculty of Science held on 13 October 2004 (copy attached).

10. Periodic Reviews

(a) Periodic Review of the Department of Chemistry

TO REPORT:

That the Periodic Reviews for the Department of Chemistry (separate PG and UG) are scheduled to be completed in the academic year 2004/05.

TO CONSIDER:

Nominations for the membership and Chairs of the review panels for the Periodic Review of the Department of Chemistry, noting that the review group should consist of not less than three members of academic staff, including the Chair, one of whom should be from a Faculty other than that in which the Department being reviewed is based.

(b) Undergraduate Periodic Review of Department of Physics

TO CONSIDER:

The Report of the Undergraduate Periodic Review of the Department of Physics held on 11 March 2004 (BFS.2/04-05, copy attached), along with the Departmental Response (BFS.3/04-05, copy attached), noting that the Postgraduate Periodic Review Report will be brought to the next meeting of the Board of the Faculty.

(c) Postgraduate Periodic Review of the Department of Biological Sciences

TO CONSIDER:

The Report of the Postgraduate Periodic Review of the Department of Biological Sciences held on 8 September 2003 (BFS.4/04-05, copy attached) along with the Departmental Response (BFS.5/04-05, copy attached), noting that the Undergraduate Periodic Review Report was considered by the Board at its meeting of 5 November 2003, BFS minute 10(b)/03-04 refers.

11. Warwick Graduates' Association Scholarship Scheme

TO RECEIVE:

A report on the numbers of new Warwick Graduates' Association Scholars entering each faculty in the academic year 2004/05 (BFS.6/04-05, copy attached).

12. Academic Satisfaction Review 2004

TO RECEIVE:

A memo from the Pro Vice-Chancellor (Teaching Quality) outlining the Academic Satisfaction Review 2004 and requesting a response to the contents from each of the Faculty Boards (BFS.7/04-05, copy attached).

TO CONSIDER:

The following reports of the Academic Satisfaction Review 2004:

- (a) Academic Satisfaction Review, 'The undergraduate student experience', academic year 2003/04 (AQSC.7/04-05, copy attached).
- (b) Academic Satisfaction Review, 'The postgraduate student experience', academic year 2003/04 (AQSC.8/04-05, copy attached).

13. Library Budget

TO RECEIVE:

A report from the Librarian on the Library Budget for the academic year 2004/05 (BFS.8/04-05, copy attached).

14. 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.

15. Future Meetings and Deadline for Papers:

TO REPORT:

- (a) That the future meetings of the Board of the Faculty in the academic year 2004/05 would be held on the following dates:

Spring Term – Wednesday 9 February 2005

Summer Term – Wednesday 25 May 2005

- (b) That the deadline for the receipt of papers is 12 noon on the Tuesday of the week preceding each meeting of the Board of the Faculty.

16. Any Other Business

17. Reserved Items

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