

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 7 November 2007 at **1.30pm** in the Council Chamber, University House.

CE Charlton
University Secretary

Note: Questions on agenda items or apologies for this meeting should be directed to the Secretary of the Committee, Jamie Darwen (ext. 72821 or jamie.darwen@warwick.ac.uk) or the Assistant Secretary, Helen Johnson (ext. 74766 or h.m.johnson@warwick.ac.uk).

AGENDA

1. Constitution, Membership and Terms of Reference

TO REPORT:

(a) Constitution and Membership

The constitution and membership of the following committees within the Faculty of Science for the academic year 2007/08:

- (i) Board of the Faculty of Science (BFS.5/06-07(revised), copy attached).
- (ii) Sub-Faculty of Science (BFS.6/06-07(revised), copy attached).
- (iii) Graduate Studies Committee of the Faculty of Science (BFS.7/06-07(revised), copy attached).
- (iv) Faculty of Science Information Technology Committee (BFS.8/06-07(revised), copy attached).
- (v) First Year Board of Examiners (BFS.9/06-07(revised), copy attached).
- (vi) Examination Appeals Committee Panels (BFS.10/06-07(revised), copy attached).
- (vii) Representatives of the Science Faculty on other Committees (BFS.11/06-07(revised), copy attached).

(b) Terms of Reference

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 6 June 2007 (copy attached).

3. Matters arising on the Minutes

- (a) Chair of the Board of the Faculty of Science 2007/08 (minute BFS.45(a)/06-07 refers)

TO REPORT:

- (i) That, following the appointment of Professor Mark Smith as Pro-Vice-Chancellor at the meeting of Council on 11th July 2007, the Board needed to elect a new Chair for the academic year 2007/08.
- (ii) That, following an election held by postal ballot of members of the Board of the Faculty of Science, Professor Koen Lamberts was elected as Chair of the Board for the academic year 2007/08.

- (b) Election to Membership of the Senate (minute BFS.46/06-07 refers)

TO REPORT:

- (i) That, following the election of Professor Koen Lamberts as Chair of the Board of the Faculty of Science, there was a further vacancy for a representative of the Board to membership of the Senate, to serve for three years until July 2010.
- (ii) That, following an election held by postal ballot of members of the Board of the Faculty of Science, Professor Roland Wilson was elected to represent the Board on the Senate, to serve for three years until July 2010.

- (c) Degree Classification Conventions (minute BFS.47/06-07 refers)

TO RECEIVE:

A paper prepared for the Academic Quality and Standards Committee regarding the pilot phase for the new marking scale (paper AQSC.2/07-08, copy attached), including a report on the Senate's consideration of and resolutions on assessment issues at its meeting on 4 July 2007.

(d) Strategic Departmental Reviews (minute BFS.49/06-07 refers)

TO REPORT:

That a Quinquennial Review of the Department of Statistics was due to take place on the 5-6 November 2007, and that this review would be taking place under the old Quinquennial Review procedures.

4. Central Provision of Mathematics Support

TO CONSIDER:

A report on the central provision of mathematics support (paper BFS.1/07-08, copy attached).

5. Report from the Faculty of Science IT Committee

TO RECEIVE:

The minutes of the meeting of the Faculty of Science IT Committee held on 17 October 2007 (copy attached).

6. IT and Library Issues

TO REPORT:

That the Information Policy and Strategy Committee had requested that IT and Library issues be included as a standing item for the autumn term meetings of the Faculty Boards, in order to input into the five-year planning round.

TO CONSIDER:

Issues to report to the Information Policy and Strategy Committee.

7. Report from the Sub-Faculty

TO RECEIVE:

The minutes of the meeting of the Sub-Faculty of Science held on 24 October 2007 (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 24 October 2007 (copy attached).

9. Report from the Faculty of Science Research Committee

TO RECEIVE:

The minutes of the meeting of the Faculty of Science Research Committee held on 22 October 2007 (copy attached).

TO CONSIDER:

A paper on suggestions for amendments to the Faculty Research and Innovation Committee (paper BFS.2/07-08, copy attached).

10. Chair's Business

(a) Election of Deputy Chair

TO CONSIDER:

A proposal to elect a Deputy Chair for the Board of the Faculty of Science for the academic year 2007/08.

(b) International Committee

TO CONSIDER:

A proposal to nominate a second representative of the Faculty, in addition to the Faculty Chair, to the International Committee, noting that this person should ideally be an assistant or associate professor with international interests and contacts, and need not be a member of the Faculty Board.

(c) Campus Development

TO CONSIDER:

A proposal to establish a Progress Group to consider the Faculty's priorities for capital development in relation to the University's campus development plan.

(d) Heads of Department Forum

TO RECEIVE:

An oral report from the Chair on the establishment of a forum for Heads of Department in the Faculty.

11. Fluid Dynamics Research Centre

TO CONSIDER:

A revised constitution for the Fluid Dynamics Research Centre (paper BFS.3/07-08, copy attached).

12. Faculty Advisory Board

TO CONSIDER:

A report from the meeting of the Faculty of Science Advisory Board held on 31 October 2007, to follow.

13. National Student Survey

TO RECEIVE:

- (a) A briefing paper prepared for the Academic Quality and Standards Committee summarising the University's results in the National Student Survey 2007 (paper AQSC.4/07-08, copy attached).

TO REPORT:

- (b) That the Chair of the Board of the Faculty of Science had convened a Working Group to consider the National Student Survey results for departments in the Science Faculty, and to identify and prioritise issues that need to be addressed, particularly in relation to Assessment and Feedback, and to Academic Support.
- (c) That the membership of the Working Group was:
- (i) Chair of the Board of the Faculty of Science
 - (ii) Chair of the Sub-Faculty of Science
 - (iii) Education Officer of the Students' Union
 - (iv) Undergraduate Science Faculty Representative
 - (v) Senior Assistant Registrar (Teaching Quality)
 - (vi) Secretary to the Board of the Faculty of Science
 - (vii) One member of teaching staff from each of the Departments of Physics, Psychology, Chemistry, Biological Sciences, Computer Science, Mathematics, Statistics, Electrical and Electronic Engineering, Civil and Mechanical Engineering
- (d) That the Working Group met on 3rd October 2007 and agreed that each department should produce an Action Plan addressing issues raised by the National Student Survey, and that this Action Plan should be sent to the Secretary to the Board of the Faculty of Science by 18th October.
- (e) That the Chair of the Board of the Faculty of Science would produce a summary of issues considered by departments, for submission to the Pro-Vice-Chancellor (Teaching and Learning) by 2nd November.

14. Warwickshire Education Business Partnership

TO CONSIDER:

A report on how departments in the Science Faculty might support projects run by the Warwickshire Education Business Partnership to enhance and enrich the science curriculum in local schools (paper BFS.4/07-08, copy attached).

15. QAA Institutional Audit

TO REPORT:

That the University's next QAA Institutional Audit is to take place during the Autumn Term 2008.

TO RECEIVE:

A report prepared for the Academic Quality and Standards Committee outlining the timescale of and preparations for Institutional Audit (paper AQSC.7/07-08, copy attached).

16. 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.

17. Future Meetings and Deadline for Papers

TO REPORT:

- (a) That the future meetings of the Board of the Faculty of Science in the academic year 2007/08 would be held on the following dates:

Spring Term – Wednesday 13 February 2007, 1.30pm (**Room R0.12 Ramphal**)
Summer Term – Wednesday 28 May 2007, 1.30pm (Council Chamber)

- (b) That the deadline for the receipt of papers is 12 noon six working days preceding each meeting of the Board of the Faculty.

18. Any Other Business

19. Reserved Items

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

JAD/HJ/BFSAgenda07Nov07