

**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 11 February 2015

---

Present: Professor P A Thomas (Chair), Professor K Ball, Professor R Ball (absent for BFS.20/14-15), Professor S Banerji, Dr J Cave, Professor A Dove, Dr L Frigerio, Professor R Goodwin, Professor L Green, Professor D Haddleton, Professor D Leadley, Ms LK Man, Dr G Martin, Professor P Mawby (Deputy Chair), Professor A Rodger, Professor C Sparrow, Professor N Stocks, Professor M Steel, Dr N Whybrow, Dr D Wood.

Apologies: Mr R Batista, Professor R Dashwood, Professor S Jarvis, Dr C Melville, Professor R Procter, Dr J Robinson, Professor P Scott, Professor J Q Smith, Professor J Tresilian, Professor M Wills.

In attendance: Ms R Cooper, Mrs H Ireland, Mrs J Latimer, Dr P Sutcliffe

---

**ITEMS CONSIDERED BY THE COMMITTEE**

18/14-15 Minutes

CONSIDERED:

The minutes of the meeting of the Board of the Faculty of Science held on 5 November 2014.

RESOLVED:

That the minutes of the meeting of the Board of the Faculty of Science held on 5 November 2014 be approved.

19/14-15 Conflicts of Interest

REPORTED:

That, should any members or attendees of the Committee have any conflicts of interest relating to agenda items for the meeting, they should be declared in accordance with the CUC Guide for Members of Higher education Governing Bodies in the UK, available online from <http://www.hefce.ac.uk/pubs/year/2009/200914/>.

RESOLVED:

That Professor Robin Ball would leave the room during the consideration of the recommendation of the Vice-Chancellor with regards to the appointment of the interim Chair of Faculty of Science.

20/14-15 Appointment of the new Chair of the Faculty of Science

CONSIDERED:

A report from the Registrar and Chief Operating Officer regarding the recommendation of the Vice-Chancellor for the appointment of the Chair of the Faculty of Science.

REPORTED:

- (a) That, the Faculty Board and the Senate at their meetings in the Spring Term of 2011 had received a proposal for revised arrangements for the selection and appointment of Faculty Board Chairs to enable the recommendations of the Harris Review to be implemented;
- (b) That, in accordance with those revised arrangements and Statute 17 (3), the Vice-Chancellor recommended that Professor Mike Shipman be appointed as Chair of the Faculty of Science for the 2015/16 academic year, with effect from 1 August 2015, with Professor Robin Ball being appointed on an interim basis as Chair of the Faculty of Science between 1 April 2015 and 31 July 2015;
- (c) That, the current Statute 17 (3) provided for annual reappointment although the approved recommendations arising from the Harris Review had established an expectation that the term of office for a Faculty Board Chair should be for an initial period of three years. Pending the approval of a revised Statute to implement this change, re-appointment would be for a period of 13 months in the first instance.

RESOLVED:

- (d) That the recommendation from the Vice-Chancellor that Professor Mike Shipman be appointed as Chair of the Faculty of Science for the 2015/16 academic year, with effect from 1 August 2015, for a period of 13 months in the first instance, with Professor Robin Ball being appointed on an interim basis as Chair of the Faculty of Science between 1 April 2015 and 31 July 2015, be approved.
- (e) That the Board note its thanks to Professor Pam Thomas for her leadership, service and support to the Faculty of Science over the last 3.5 years.

21/14-15 Matters arising on the Minutes

- (a) Science and Survival Widening Participation Event (minute BFS.5(c)/14-15 refers)

REPORTED:

- (i) That the event took place on 11 December 2014, and was attended by more than 70 pupils from local schools.
- (ii) That feedback from the schools about the event was positive.
- (iii) That it is likely that Faculty of Science support for a similar event would be required in 2015/16.

- (b) EPSRC Expectations on Research Data Management (minute BFS.12/14-15 refers)

REPORTED:

- (i) That the recommendations from the Board of the Faculty of Science were sent to the University Librarian.
- (ii) That the University Librarian had responded as follows:
  - (A) The University was considering a mechanism for data registry using the EPrints software on which WRAP operates to provide a means of allocating permanent URLs.
  - (B) The data registry would enable data to be registered with it whether stored internally or externally (for example with a national or disciplinary data centre).
  - (C) Discoverability of, and access to, data stored within the University would be controlled through this service.
  - (D) There is currently no detailed guidance from Research Councils on what constitutes research data.
  - (E) IPSC had given in principle support to a proposal to pilot an external archive storage service.
  - (F) Further detail from the Board would be welcomed around the BBSRC's solution as it was not immediately clear what the BBSRC's guidance was on data management.

CONSIDERED:

- (iii) The difficulties experienced by colleagues attempting to upload papers via the WRAP system, and concern that a data management system might rely on the same software as WRAP.
- (iv) The advantages of being able to track who had been accessing research data as this information could be used to prove the impact of research.

RESOLVED:

- (v) That those departments with experience of the BBSRC data management policy and guidance would respond to the University Librarian, via the Secretariat, with further detail on this.
- (vi) That the Secretariat would find out who the Faculty of Science representative is on the working group looking at this issue.

- (c) Teaching and Learning Building

RECEIVED:

A written report from the Senior Assistant Registrar (Space Management and Timetabling) with clarifications from the Pro-Vice-Chancellor (Academic Planning

and Resources) about the new Teaching and Learning Building following the issues raised at the November meeting of the Board:

- (i) The design team had considered very carefully the issue of circulation and changeover times between lectures and has reviewed locations across campus where issues have been identified;
- (ii) The design team had proposed the use of triple glazing informed by a thermal model of the building to address heating/cooling issues associated with large amounts of glazing;
- (iii) The majority of teaching spaces in the new building would be in addition to current provision;
- (iv) In December 2014, the only centrally timetabled teaching rooms under consideration for decommissioning was LIB1 (80 capacity) and LIB2 (100 capacity), but a final decision had not been taken;
- (v) The distance from the pavement on University Road to the front of the glazing of the main circulation area was planned to be 7.4m;
- (vi) Planning permission was in the process of being submitted in December 2014, and the plans would be shared via insite.

REPORTED (by the Chair of the Faculty of Science):

- (vii) That the Chair had not yet received an invitation to join the Project Progressing Group to ensure appropriate representation from the Faculty of Science.
- (viii) That departments would be receiving a request for posters/art work to go up on the hoardings surrounding the Tocil field site.

RECOMMENDED (to the Senior Assistant Registrar (Space Management and Timetabling):

That consideration is given to using images from the University's photo archive, as assembled for the 50<sup>th</sup> Anniversary Celebrations, on the hoardings.

- (d) Faculty of Science Thesis Prizes (minute BFS.03(c)/14-15 and BFS.41(c)/13-14 refers)

REPORTED:

- (i) That the announcement about the 2014/15 Faculty Thesis Prize was sent to Departments, DTCs and Type I Research Centres on 29 January 2015.
- (ii) That Departments and Type I Research Centres were invited to run their own prize competitions in line with the Faculty of Science terms and conditions  
<http://www2.warwick.ac.uk/fac/sci/staffresources/thesisprizes2015>
- (iii) That with the exception of Statistics (the John Copas award currently follows different dates), the competition was open to theses that had been passed or were subject to only minor corrections by the examiners in the 2014 calendar year, i.e. theses passed and viva undertaken between 1st January 2014 and 31st December 2014.

- (iv) That PhD supervisors could make nominations from 1 February until 16 March 2015.
- (v) That colleagues were asked to ensure that information about the Faculty Thesis Prize 2015 was disseminated as widely as possible within Departments/DTCs and Research Centres.
- (vi) That departments would not have access to Examiners reports and should use the same methods as last year to gather the evidence needed to judge submissions.

22/14-15 Chair's Action

REPORTED:

That the Chair, acting on behalf of the Board of the Faculty of Science, approved changes to membership of the Faculty committees and would be recommending to Senate that these changes be approved (paper BFS.01(a)-(c)(REVISED)/14-15).

RECOMMENDED (to Senate):

That the changes in membership, as outlined in papers BFS.01(a)-(c)(REVISED)/14-15, be approved.

23/14-15 Chair's Business

(a) Faculty Budgets/Special Projects

REPORTED:

That since the last meeting, a commitment of £2000 towards the cost of the International Conference on Women in Physics, which would be hosted by the University of Birmingham on behalf of the Midlands Physics Alliance had been made from the 2014/15 budget.

RECEIVED:

A report from the Director of WIDER about the use of the Faculty of Science funding received in 2013/14.

CONSIDERED:

- (i) A proposal outlined by the Chair regarding a bid from Student Careers and Skills for c£6000 funding for the training of staff to deliver the SPRINT courses for female undergraduate and postgraduate students.
- (ii) The low level of attendance by female Science students at SPRINT courses which have been scheduled to date to take place during term time (reading week) when students have a full timetable (including critical attendance at lectures/laboratories/seminars).
- (iii) The principle of using Faculty project funding to fund staff training in service departments.

RESOLVED:

- (iv) That funding would only be approved if reassurances could be given that future events would be scheduled at a time when female undergraduate students from departments in the Faculty of Science could attend and that advertising of the events be improved;
- (v) That a maximum of one quarter of the cost would be met by the Faculty of Science (not to exceed £6000).
- (vi) That the Chair of the Faculty would raise with the Academic Registrar and Deputy Registrar the issue of service departments requesting funding from the Faculties for staff training, and whether a central fund for such bids could be established.

(b) Cheltenham Science Festival

REPORTED (by the Chair):

- (i) That the Schools brochure is now online with a complete schedule from the Faculty of Science departments;
- (ii) That this was made possible by the engagement of the departmental outreach/WP leads;
- (iii) That a temporary part-time projects co-ordinator has been appointed to support the logistics/project management of the Faculty presence at the Cheltenham Science Festival (2-7 June 2015);
- (iv) That the evening events would probably be themed around Big Data, Turing and Cyber-Security, to link and dovetail with Cheltenham's main programme.

(by the Deputy Chair):

That Warwick does not figure on the home page as a main sponsor of the Festival.

(by the Chair):

That the absence of the Warwick logo was not presently a matter of concern.

(c) Diversity in Higher Education Leadership

REPORTED:

That the Chair had attended a cross party parliamentary group considering the representation of women and minority groups at a leadership level, and especially in the membership of university councils.

RESOLVED:

That members would consider nominations of lay members of University Council who were from currently underrepresented groups.

(d) California

REPORTED:

- (i) That a philanthropic donation and offer of land had been received from a donor family in California and the offer had been made to the University of Warwick to consider establishing a campus in California.
- (ii) That Senate had approved the academic case at its last meeting, and that Council would be debating the University's presence in California on 12 February.

24/14-15 University Research Centres

(a) Centre for Television History, Heritage and Memory Research

CONSIDERED:

A request from the Department of Film and Television Studies to establish a new Centre for Television History, Heritage and Memory Research, as set out in paper RC.20/14-15.

RECOMMENDED (to Research Committee):

That the proposal be approved.

(b) Centre for Cancer Research

REPORTED:

- (i) That a proposal for a new Centre had been sent to the Board of the Faculty of Medicine for consideration at their meeting on 19 February 2015;
- (iii) That the Secretariat had asked the Research Committee Secretariat if this needed to be considered at the February meetings of the other three Faculty Boards.

RESOLVED:

That, if required, the proposal could be considered by the Board by email correspondence, with the Chair taking Chair's action on behalf of the Board to make recommendations to the Research Committee.

25/14-15 Report from the Chair of the Faculty of Science Undergraduate Studies Committee

RECEIVED:

A paper from the Overcutting Working Group (SUGS.15/14-15).

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

- (a) That the Faculty of Science Undergraduate Studies Committee received a paper at its meeting on 15 October 2014 from the Institute of Mathematics (SUGS.8/14-15) highlighting issues with the calculation of final marks using the current

regulations (replacing the Seymour formula) for undergraduate students who have taken more than the required number of CATS;

- (b) That the Faculty of Science Undergraduate Studies Committee set up a working group to look at the issues raised in the paper;
- (c) That the Overcating (or Seymour Replacement) Working Group included members from all Faculty of Science Departments which currently allow overcating, as well as representatives from the Faculties of Arts and Social Sciences;
- (d) That the Overcating Working Group met on 9 December 2014 and made a number of proposals which were considered at the Undergraduate Studies Committee on 28 January (paper SUGS.15/14-15), and was considered by the Board of Undergraduate Studies Committee at its meeting on 10 February 2015 and were approved.
- (e) That while the new convention was written in an easier form for all to understand, the actual calculation of this was proving more difficult than the Seymour formula.

(by the Representative from the Board of the Faculty of Social Sciences):

- (f) That there is a lot more enthusiasm amongst non-Science departments to consider allowing over-cating and therefore a need for a method of calculating the overcating progression average that is not overly complex.

(by the Head of the Physics Department):

- (g) That while the new method of calculating the end of year average was more complicated in terms of making the module selection to be used, that the resulting grids and transcripts were more transparent than with the Seymour formula where individual module marks did not average with the overall mark.
- (h) That it was important to remember that what worked for the Exam Board might not be easier beyond the Exam Board.

RESOLVED:

That it was important to keep sight of the principles of overcating and to correctly resource the calculation of progression averages.

RECOMMENDED (to the Academic Registrar):

That central support is considered to ensure that departments are properly supported in their work to generate exam board grids using the new overcating convention.

#### 26/14-15 Items to be brought to the Senate

CONSIDERED:

Whether there were any specific issues which the Board of the Faculty wished to refer to the Senate.

RESOLVED:

That the following items be referred in the next Faculty report to Senate:

- (a) Membership changes (as outlined in paper BFS1(a)-(c)(REVISED)/14-15);
- (b) The appointment of the new Chair of the Faculty of Science;
- (c) The recommendation from the Board regarding the new Research Centre for Television History, Heritage and Memory Research;
- (d) The issue of Faculty funding for the training of staff from service departments.

27/14-15 Report from the Faculty of Science IT Committee

REPORTED:

That the Faculty of Science IT Committee had not met in 2014/15.

28/14-15 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 28 January 2015.

30/14-15 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 26 January 2015.

31/14-15 Assessment and Feedback

RECEIVED:

A composite report on timeliness of feedback on assessments submitted during the Autumn term 2014-15 across the Faculty of Science, paper BFS.11(REVISED)/14-15.

32/14-15 Dates and Future Meetings

REPORTED:

- (i) That the final meeting of the Board of the Faculty of Science in the academic year 2014/15 would be held on Wednesday 20 May 2015, 09.30 – 11.30am, CMR1.0, University House.
- (ii) That the final Faculty of Science lunch in the academic year 2014/15 would be held on Wednesday 20 May 2015, 12.00 – 1.30pm, CMR1.0, University House.