

# UNIVERSITY OF WARWICK

FACULTY OF SCIENCE, ENGINEERING AND MEDICINE

Board of the Faculty of Science, Engineering and Medicine

**There will be a meeting of the Board of the Faculty of Science, Engineering and Medicine on Thursday 15<sup>th</sup> November 2018 at 10.30 am in the Council Chamber, Senate House**

R Sandby-Thomas  
Registrar

**Note: Questions on agendum items or apologies should be directed to the Secretary of the Committee, Louise Hasler (ext. 50295 or SEMFacultyBoard@warwick.ac.uk ).**

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The agenda is split into two sections: items for consideration by the Committee and items for report without further discussion unless requested by a member of the Committee. All papers are available electronically from the Committee's file store:

<https://files.warwick.ac.uk/sciencefacultyboard/browse#BFSEM+2018-19>

## AGENDA

### ITEMS FOR CONSIDERATION BY THE COMMITTEE

1. Conflicts of Interest

TO REPORT:

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 from <http://www.universitychairs.ac.uk/wp-content/uploads/2015/02/Code-Final.pdf>

2. Terms of Reference

TO RECEIVE:

The terms of reference for all Faculty Boards as agreed following the review of Academic Governance held in 2016-17:

- a) In line with the University Strategy, to regulate, subject to Statutes, Ordinances and Regulations, teaching and research in the subjects and courses prescribed for the Faculty.
- b) To make recommendations to the Senate for the award of qualifications in subjects and courses delivered within the Faculty.
- c) To consider regular reports from standing committees established by the Faculty;
- d) To appoint members of the Board of the Faculty to membership of the Senate as provided for under Statute 15 and to other committees as required;
- e) To appoint a First Year Board of Examiners annually for undergraduate degrees;

- f) To recommend to the Senate, Departments to be constituted by the Council;
- g) To delegate to sub-committees such matters as are deemed appropriate;
- h) To discharge such other functions as the Senate may from time to time determine.

3. Membership

TO RECEIVE:

An updated membership of the Board of the Faculty of Science, Engineering and Medicine and its sub-committees for the academic year 2018-19, including nominations to other University Committees (BFSEM.01/18-19, attached).

TO REPORT:

That the Board of the Faculty of Science, Engineering and Medicine will be represented as follows:

Professor Robin Ball	Board of the Faculty of Arts
Professor Robin Goodwin	Board of the Faculty of Social Sciences

4. Minutes

TO CONSIDER:

The minutes of the meeting of the Board of the Faculty of Science (dis-established) held on 31 May 2018 (BFSEM.02/18-19, online), and minutes of the Board of the Faculty of Medicine (dis-established) held on 30 May 2018 (BFSEM.03/18-19, online).

5. Matters arising on the Minutes

a) Faculty Representation on the Senate (minute 34/17-18 referred)

REPORTED:

That following an electronic nominations process, two colleagues had been successfully nominated to represent the Faculty on the Senate:

Dr David Davies, Warwick Medical School

Professor Ranko Lazic, Computer Science

b) Welcome Week 2018 (minute 39/17-18) (see also *agendum 8*)

REPORTED:

That the Head of Welcome and Student Internationalisation has confirmed that there will be a review of Welcome Week 2018 (by colleagues from out with the Welcome team), and a view to producing recommendations by the end of November 2018;

That in response to a resolution to ask for clarification regarding the apparent clash between an academic induction session and the sports fair, it was reported that the majority of academic induction sessions were scheduled for the morning, rather than the afternoon of the sports fair; the duration of the sports fair had also been planned to extend beyond the scheduled academic sessions;

That in response to a resolution to feedback to the Welcome Team that accommodation for Welcome Week was being booked at the expense of introductory events for graduate students, the representative was encouraged to get in touch with the Welcome Team as it was felt that there might be a misunderstanding and it was likely that this could be resolved.

That in response to a resolution to seek clarification regarding whether postgraduate research students would specifically be invited to Welcome Week, communications to new postgraduate research students referred to Welcome Week, and both taught and research postgraduate students were invited to attend; a minority of departments ran postgraduate events, but there were many non-subject events relevant to postgraduate students were planned.

6. Chair's Business

7. Campus Master Planning

TO RECEIVE:

Following input from all Boards of Faculty to the campus master planning process in the academic year 17-18, a report describing the transformational vision for the campus, and an oral report from Charlotte Lewis, Head of Strategic Programmes and Governance, Estates, on evolving plans (BFSEM.04/18-19, attached).

8. Review of Warwick Welcome Week 2018

TO RECEIVE:

An oral report from Claire O'Leary, Assistant Director of the International Student Office, on the delivery of Warwick's first Welcome Week, with an opportunity to feedback the views of academic departments.

9. Items from the Faculty of Science, Engineering and Medicine Education Committee

TO RECEIVE:

A report from the Chair of the Faculty of Science, Engineering and Medicine Education Committee, Dr Dave Britnell, from the meeting on the held on 15 October 2018 (BFSEM.05/18-19), together with the minutes of the meeting (BFSEM.06/18-19, online).

10. Proposal for Category III Research Centre: Biomedical Engineering Institute (BMEI)

TO CONSIDER:

A proposal from Professor Christopher James, Professor of Biomedical Engineering, for a category III research centre to bring together broad research capabilities in the School of Engineering, and beyond, in the field of biomedical engineering (BFSEM.07/18-19, attached).

TO CONSIDER:

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

11. Any Other Business

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**ITEMS TO REPORT AND APPROVE WITHOUT FURTHER DISCUSSION**

The Chair and Secretary consider that the following items are non-controversial and/or can be accepted with a minimum of explanation. Members of the Committee may, however, ask for any of the following items to be transferred to the agenda for discussion, by contacting the Secretary in advance of the meeting, or by raising the item at the commencement of the meeting. Papers are available online only.

12. Timeliness of Feedback

TO RECEIVE:

A composite report on timeliness of feedback on assessment submitted in the Summer Term 2018 across the Faculty, received by the Science Faculty Education Committee on 15 October 2018 (BFSEM.08/18-19, online).

13. Date of Next Meeting

TO REPORT:

That the next meeting of the Board of the Faculty of Science, Engineering and Medicine would be held as follows:

Tuesday 12 February 2019 from 10.00am – 12:00pm, Council Chamber, Senate House (followed by lunch).