

UNIVERSITY OF WARWICK
BOARD OF THE FACULTY OF SCIENCE, ENGINEERING AND MEDICINE
OPEN MINUTES OF THE MEETING HELD ON THURSDAY 24 FEBRUARY 2022
VIA MS TEAMS

Present	Professor Lorenzo Frigerio	LF	Chair
	Professor Gary Bending	GB	Life Sciences
	Professor Robin Clark	RC	Warwick Manufacturing Group
	Professor David Davies	DD	Deputy Chair
	Professor Steven Dixon	SD	Physics
	Alex Fletcher	AF	Postgraduate Research Student Representative
	Professor Jon Forster	JF	Statistics
	Professor Pierre-Philippe Fraiture	PF	Board of the Faculty of Arts Representative
	Professor Miriam Gifford	MG	Life Sciences
	Professor John Greenlees	JG	Mathematics
	Professor David Haddleton	DH	Chemistry
	Professor Adam Johansen	AJ	Statistics
	Prince Binu Joseph	PBJ	Postgraduate Taught Student Representative
	Professor Rebecca Kearney	RK	Warwick Medical School
	Professor Georgia Kremmyda	GK	Faculty Education Committee Representative
	Professor Sudhesh Kumar	SK	Warwick Medical School
	Professor Mark Newton	MN	Physics
	Dr Anastasia Papavasileiou	AP	Faculty Education Committee Representative
	Professor James Robinson	JCR	Mathematics
	Professor Jose Rodrigo	JLR	Faculty Education Committee Representative
	Professor Yulia Timofeeva	YT	Computer Science
	Dr Helen Toner	HT	Faculty Senior Tutor
	Professor David Towers	DT	Engineering
Dr Cagatay Turkay	CT	Board of the Faculty of Social Sciences Representative	
Professor Derrick Watson	DW	Psychology	
Professor Martin Wills	MW	Faculty Education Committee Representative	
Attending	James Alexander	JA	Strategic Change Director, IDG [item 022]
	Yvonne Budden	YB	Head of Scholarly Communications, Library [item 021]
	Dan Derricott	DDe	Director of Education Policy and Quality [item 020]
	Craig Franklin	CF	Secretary
Ref	Item		
013	Apologies for absence Apologies were received from Professor Yulan He, Professor Paul Jennings, Dr Fiona MacCallum, Professor Toby Mottram, Aesha Pan, Professor Mike Ward.		
014	Declarations of Interest No new declarations were made.		
015	Minutes of last meeting on 18 November 2021 The minutes of the meeting held on 18 November 2021 were received and approved.		

016	<p>Matters arising from last meeting on 18 November 2021</p> <p>The matters arising were as follows:</p> <p>(a) Board of the Faculty of SEM representative on the Board of the Faculty of Arts (006-BFSEM181121)</p> <p>Members were invited to submit expressions of interest in acting as the representative during the meeting on 18 November 2021. The Chair renewed the request that members submit expressions of interest. Professor James Robinson submitted an expression of interest during the meeting.</p> <p>(b) University funding of Research Centres (009-BFSEM181121)</p> <p>The Chair reported they had raised with the Pro-Vice-Chancellor (Research) the lack of university funding of research centres. There was a planned discussion in the near future but no further update at present.</p>
Chair's Update	
017	<p>Chair's Business and Actions</p> <p>(a) Membership and Terms of Reference</p> <p>Professor Georgia Kremmyda had been nominated to replace Professor Gill Cooke who had stepped down as Faculty Education Committee Representative for undergraduate education. The Chair confirmed they had taken Chair's Action to approve the change in membership. The Chair thanked Professor Gill Cooke for their service and welcomed Professor Georgia Kremmyda.</p> <p>(b) Sub-Committees</p> <p>The Chair confirmed they had taken Chairs Action to approve the Terms of Reference and Membership of the newly established Faculty of Science, Engineering and Medicine Equality, Diversity and Inclusion Forum (024-BFSEM240222), and the Faculty of Science, Engineering and Medicine IT Committee (025-BFSEM240222).</p> <p>(c) STEM Grand Challenge</p> <p>The Chair provided an update on the work of the STEM Grand Challenge including:</p> <ul style="list-style-type: none"> • There had been significant progress including establishing the project governance structure for RIBA stage 2. Several working groups had been established, the memberships of which were in the process of being finalised. These would be circulated to members in due course. • Requests would soon follow for a representative from each department for the education building and research building groups. Further departmental champions for each project theme would be sought. Arts and Social Sciences faculty representatives would be sought on these groups. • A short list of preferred architects had been identified; Estates were in the process of confirming documentation. Confirmation was expected by mid-March 2022. • Information requests from departments were anticipated, particularly concerning student numbers, and intended use of the new education and research buildings. • The Board noted the need to ensure alignment between STEM Grand Challenge and the ongoing work of Warwick in China. An update on Warwick in China would be brought to the next meeting of the Board. <p>(d) Good news from the Faculty</p> <ul style="list-style-type: none"> • The departments of Chemistry and Physics had secured three European Research Council (ERC) grants totalling in excess of €5 million. Dr Rebecca Milot, Dr Matt Kenzie, and Dr Reinhard Maurer has been awarded (ERC) grants. • In Psychology, Professor Dieter Wolke had been awarded an Honorary Doctorate by the Faculty of Medicine at the University of Helsinki (only the 15th ceremony in 200 years of the Faculty of Medicine). • A Psychology PhD student, Arij Yehya, had received the L'Oreal- UNESCO For Women in Science 2021 young talent award in the Middle East. • WMS had won a Leverhulme international professorship (£5m), and Swaran Singh had been awarded NIHR senior investigator.

Main Items	
018	<p>Items from the Faculty of Science, Engineering and Medicine Education Committee</p> <p>The Committee received the report (018-BFSEM240222 {public}) and key points and discussions were as follows:</p> <ul style="list-style-type: none"> • The strategic item had focussed on an early discussion about the future of large group teaching including lectures. This ahead of conversations around design implications for the new education building, which would be detailed and consultative in planning new teaching space. • Discussion recognised varying approaches to large group teaching, particularly during the pandemic. • Focus was largely on the immediate future, but colleagues were encouraged to think longer term to ensure new education space would be future proof. The Chair of the Faculty Education Committee welcomed conversations with members about the development of the new education building. • With recognition of the varying student and staff preferences and pedagogies driving approaches to large group teaching, the discussion focused on potential future formats of lectures and potential implications for designing new lecture spaces. There would be a need to ensure development of flexible spaces for future delivery.
019	<p>Departmental Athena Swan Annual Reports</p> <p>The Committee received the reports (019-BFSEM240222 {public}) and key points and discussions were as follows:</p> <ul style="list-style-type: none"> • It was positive to see seven silver awards within the faculty, and that some departments were pursuing gold awards. • The Board noted the value in building wider networks beyond Warwick and that supporting cognate departments in other universities can help provide context for Warwick departments' development and submissions. • The new Equality, Diversity and Inclusion Forum was expected to be a good space for collaboration.
020	<p>Institutional Teaching and Learning Review</p> <p>The Committee received the report (020-BFSEM240222 {public}) and key points and discussions were as follows:</p> <ul style="list-style-type: none"> • The paper summarised the concept for ILTR that had approved by Senate, including quality assurance and enhancement elements. The Director of Education Policy and Quality further provided an update on emerging themes from faculty consultation that would go to Education Committee for consideration. • Common emerging potential themes for ITLR included interdisciplinary learning, blended learning, education for sustainable development, and flexible and lifelong learning. There would be a bespoke theme chosen by each department. Members views on emerging themes were welcomed. • The evaluation framework comprising baseline assurance, strategic improvement, bespoke theme, and common themes was being drafted and would be published in due course. There was a plan to pilot a specialist panel member. • The paper included a draft timeline which outlined engagement with departments in late 2022, into early 2023. • The Board discussed the distinctiveness of ITLR with respect to other institutional quality assurance and enhancement processes, including the Teaching Excellence Group. It was noted that ITLR would be a larger exercise that would look at provision in greater detail and include departmental self-evaluation. Consideration would also be given to student outcomes and metrics at the course level. There would be a subject expert from another institution on the ITLR panel. • The Board noted the importance of utilising existing available information during ITLR, including submissions to PSRBs. The Board recommended that in terms of the programme health aspects of ITLR, that PSRB accredited departments should be considered to have met this check.

	<ul style="list-style-type: none"> • The Board discussed the limitations that the existing departmental model placed on innovative development of interdisciplinary courses. It was recognised that existing joint degrees could not be used as the blueprint for interdisciplinary course development. • In the context of other ongoing and incoming review processes, the Board discussed the importance of ITLR being an opportunity to bring processes together and identify synergies and efficiencies. • Recognising the regulatory requirement that Warwick operate an internal quality process, assurance was provided that ITLR could be adaptable to individual departmental contexts.
021	<p>Update on the UKRI Open Access Policy</p> <p>The Committee received a verbal report with key details and discussions, as below:</p> <ul style="list-style-type: none"> • UKRI had held an information event on morning of this meeting. The UKRI open access journal article policy would start on 1 April 2022. No further information had been issued on the REF open access policy, which was expected later that year. • It was confirmed that the block grant would continue, using the same algorithm as in previous years for institutional allocation. Confirmation of block grant allocation was awaited. There would be new restrictions on the grant and further guidance was expected. • Page and colour charges would no longer be an eligible expense on the block grant. It would no longer be possible to pay for individual article processing in hybrid journals unless they were part of a transformative agreement. It would still be possible to pay for individual charges for articles in open-access journals, a number of these journals were included in transformative agreements. • JISC had been working with the sector to agree transformation agreements. • JISC were developing a national tool to allow searching for journals linked with institution and funder to provide guidance on compliance status. The tool would be available by 1 April 2022. The library would publicise the tool when available. Extension of existing tool that checks compliance with plan S. • More information was expected on long form part of the policy later in 2022. • UKRI were still developing their mechanisms for monitoring compliance with the policy. There would be review points expected two years following implementation of policy. • The library webpages were being updated to include the most recent information and updates. • The Board was assured that the new policy would apply only to papers submitted after 1 April 2022. • Links to international reputation and the importance of publishing in the right places to ensure students and post-doctoral research staff are able to succeed and progress in their careers was discussed. • The importance of communicating the implications of this policy develop to the wider faculty was highlighted.
022	<p>Planning for Marks Management</p> <p>The Committee received a verbal report with key details and discussions, as below:</p> <ul style="list-style-type: none"> • A consolidation exercise had identified 33 key items that needed attention in support of marks management through Tabula. There had been agreement IDG were able to tackle 13 through system development. The remainder would be managed through workarounds. • At the time of the meeting, four technical developments had been released, two more were scheduled for release, two were in development, the remaining 5 were undergoing requirements gathering. • There was a communications and engagement plan to inform departments about planning and ongoing works. Open forums had taken place covering the work in detail and were well attended. There would be subsequent opportunities for departments to feedback. • Training sessions were planned to address issues that were borne of incorrect system use. IDG, EPQ and Exams were working together to plan and deliver enhanced training in marks management and use of Tabula. • System performance concerns from the previous academic year around marks processing and exam grids production were being addressed. There was planning to coordinate production of exam grids to prevent the system struggling.

	<ul style="list-style-type: none"> The team supporting Tabula was now better resourced and an external technology partner had been engaged to scale-up support in this space to increase resilience and capacity for future developments.
Items below this line were for receipt and/or approval, without discussion	
023	Revised Membership and Terms of Reference of the Board of the Faculty of Science, Engineering and Medicine The Committee received and approved the revised Terms of Reference and Membership (023-BFSEM240222 {public}).
024	Faculty of Science, Engineering and Medicine Equality, Diversity, and Inclusion Forum Terms of Reference The Committee received and approved the Terms of Reference (024-BFSEM240222 {public}).
025	Faculty of Science, Engineering and Medicine IT Committee Terms of Reference and Membership The Committee received and approved the Terms of Reference and Membership (025-BFSEM240222 {public}).
026	OfS Consultation on the Teaching Excellence Framework The Committee received and noted the report (026-BFSEM240222 {public}).
Other	
027	Any other business There was no other business.
Next meeting: 14:30, Thursday 26 May 2022	

DECISIONS AND ACTIONS			
ITEM	DECISION/ACTION	LEAD AND DUE DATE	STATUS
[2021-2022]			
006 Chair's Business	To submit expressions of interest in acting as the Board of the Faculty of SEM representative on the Board of the Faculty of Arts.	ALL, asap	Complete
009	To raise with the Pro-Vice-Chancellor (Research) the lack of university funding of research centres.	LF, before next meeting.	Complete