



Meeting
Place
Date

BOARD OF STUDIES FOR THE FACULTY OF SCIENCE

Microsoft Teams
Wednesday 19 May 2021 at 14:15

Present	Professor N Brook	Dean of Science (Chair)
	Dr R Bradford	Department of Computer Science
	Professor A Burrows	Head of Department of Chemistry
	Dr S Flower	Department of Chemistry
	Dr N Fotaki	Department of Pharmacy and Pharmacology
	Professor M Fraser	Department of Computer Science
	Professor M Hejmadi	Associate Dean (Learning and Teaching)
	Dr R James	Head of Department of Physics
	Professor M Jones	Department of Chemistry
	Mr K Maharaj	UG student representative
	Professor T Mays	Faculty of Engineering and Design
	Professor N McHugh	Head of Department of Pharmacy and Pharmacology
	Professor P Milewski	Head of Department of Mathematical Sciences
	Dr A Preston	Department of Biology and Biochemistry
	Dr F Qin	School of Management
	Professor J Sivaloganathan	Department of Mathematical Sciences
	Dr G Stothart	Faculty of Humanities and Social Sciences
	Professor D Tosh	Department of Biology and Biochemistry
	Professor S Ward	Associate Dean (International)
	Professor J White	Head of Natural Sciences
	Professor C Wilson	Associate Dean (Research)
	Dr M Wright	Department of Computer Science
In attendance	Mrs M Hallett	Faculty Assistant Registrar (Secretary)
	Mr J Ogunyemi	Incoming Undergraduate student representative (Observer)
Apologies	Dr F Bisset	Learning Partnerships Office
	Mr T Cheung	PGT student representative
	Professor C Frost	Deputy Dean of Science
	Dr A Gorbach	Department of Physics
	Ms A L Harper	Faculty of Science (Observer)
	Miss F Jackson	Students' Union Sabbatical Officer (Community)
	Dr T Shardlow	Department of Mathematical Sciences

Action

7126 MINUTES OF PREVIOUS MEETING

The Board approved the minutes of the previous meeting of the Board held on 24 March 2021 (Paper 162) and there were no matters arising.

7127 CHAIR'S BUSINESS

The Chair reported the following matters:

- A Faculty planning meeting was held at the end of April: the Faculty's contribution to central funds is expected to increase from 36.8% (£38.8 million) this year to 38.2% (£48.5 million) in 2025/26. Much of this will come from growth in annual research income, new courses and overseas recruitment.
- There have been continuing concerns around the scale of online examination offence allegations (e.g. collusion) which has triggered a review of the university's approach for 2021/22. Professor Hejmadi reported that this matter would be discussed at RCPT with input from departments, particularly Mathematical Sciences which was the only department to have a shorter online examination window but still experienced higher than normal levels of cheating in examinations.
- UEB has approved terms of reference for a Race Equality taskforce. The University aims to apply for a Race Equality Charter by the end of the year.
- Fee increases have been agreed for 2021/22:
 - ❖ UG overseas students: 5% increase.
 - ❖ PGT home and overseas students: 7% increase for new students and 5% increase for continuing students.
 - ❖ PGR students: £100 increase for home students and 7% increase for new overseas students and 5% increase for continuing overseas students.
- Industrial funded PhDs: positions cannot be advertised unless the contract with the industrial funder has been signed, however the Dean can underwrite these from other funding sources earlier if needed.
- Interviews were held on Monday for Associate Dean (Research) as Professor Wilson is stepping down after 6 years in the role. The Chair thanked Professor Wilson for his support in ensuring a strong REF submission, as well as his support for CDTs and other new initiatives, and large grant incomes. The Chair welcomed Professor Karen Edler into the role going forward.
- 3 workstreams have been established with the Employers' Advisory Board (EAB) in developing skills sets (to help shape Vertically Integrated Projects), entrepreneurship and innovation and the EDI agenda. The Board also aims to introduce an international chapter to EAB to raise the Faculty's profile in South and SE Asia initially.

7128 STAFF STUDENT LIAISON COMMITTEE (SSLC) MEETINGS

The Board noted the minutes of the meetings held on:

Department of Biology and Biochemistry 15 April 2021 (Paper 170).

Department of Chemistry 17 March (Paper 171A) and 21 April (Paper 171B) 2021.

Department of Computer Science 18 March (Paper 172A), and 22 (Paper 172B) and 23 (PGT) (Paper 172C) April 2021.

Department of Mathematical Sciences 14 April 2021 (Paper 173).

Natural Sciences 24 March (Paper 174A) and 21 April (Paper 174B) 2021.

Department of Pharmacy and Pharmacology 10 (Paper 175A) and 17 (PGT) (Paper 175B) March, and 21 April (Paper 175C) 2021.

Department of Physics 10 March (Paper 176A) and 21 April (Paper 176B) 2021.

7129 ANY OTHER BUSINESS

There was none.



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In attendance	Mrs M Hallett Mr J Ogunyemi	Faculty Assistant Registrar (Secretary) Incoming Undergraduate student representative (Observer)
Apologies	Dr F Bisset Mr T Cheung Professor C Frost Dr A Gorbach Ms A L Harper Miss F Jackson Dr T Shardlow	Learning Partnerships Office PGT student representative Deputy Dean of Science Department of Physics Faculty of Science (Observer) Students' Union Sabbatical Officer (Community) Department of Mathematical Sciences

Action

7130 MINUTES OF PREVIOUS MEETING

The Board approved the minutes of the previous meeting of the Board held on 24 March 2021 (Paper 162) and there were no matters arising.

7131 REPORT ON RESEARCH GRANTS

The Board received details of awards accepted by Research and Innovation Services

from 17 March until 11 May 2021 (Paper 163).

The Chair congratulated in particular:

- Dr Antoine Buchard, Department of Chemistry, for his award of £443,194 from the NERC for research into Biodegradable Bioplastics – assessing environmental risk.
- Dr Kirill Cherednichenko, Department of Mathematical Sciences, for his award of £314,864 from the EPSRC for research into Quantitative Tools for Upscaling the Micro-geometry of Resonant Media.

7132 REPORT ON THE USE OF STUDENT TEACHING ASSISTANTS (STA) 2020/21

The Board monitored the involvement of, and arrangements for, students undertaking teaching activities, to report on this activity to EQSC in June:

Biology and Biochemistry (Paper 164A):

Professor Tosh commented that, due to Covid, the CLT had withdrawn the provision of training this year for Graduate Teaching Assistants (GTA), which placed an additional training burden on the Department. Professor Hejmadi reported that the CLT will run a GTA training programme this summer and during Semester 1. Professor Tosh reported that GTA had been used to mark undergraduate practical write-ups and that all marks had been moderated by Unit Convenors.

Chemistry (Paper 164B):

Professor Burrows reported that the Department had used fewer STA this year having run fewer labs, due to Covid, but expected numbers to return to normal next year.

Professor Burrows added that GTA had been used to mark lab reports and that all marks assigned by GTA had been moderated.

The Board noted that QA9 states that the Board must assure itself that the utilisation of a GTA, i.e. a PGT/R student to mark summative work that counts towards the final degree classification, is appropriate for the form of assessment. The Board therefore agreed that the annual report form should be amended to include a section requiring provision of a summary of the nature of assessments marked by GTAs.

Secretary's note: the annual report form was amended to this effect immediately following the meeting.

The Chair commented that it was not appropriate for GTA to mark examinations because examinations need to be marked within a tight timeframe, which demands a clear understanding. Examinations are normally marked by the academic who has set the examination and who has insight of what is expected from a question; the examiner may adjust marks if questions have not been answered as intended and/or may make recommendations to the BEU as part of the process.

Computer Science (Paper 164C):

Professor Fraser reported that GTA had been used to mark coursework and that all marks had been moderated. Professor Fraser added that the Department planned to reduce use of UG STA in future years, possibly through more automated marking.

Mathematical Sciences (Paper 164D):

Professor Milewski reported that UG STA were used in Semester 2 only, when teaching was online.

Pharmacy and Pharmacology (Paper 164E):

Professor McHugh reported that the Department had used fewer GTA this year having run fewer labs, due to Covid, and that the GTA had been used to mark coursework.

Physics (Paper 164F):

Dr James reported that the Department had used fewer GTA this year having run fewer labs, due to Covid, and that the GTA had been used to mark coursework (log books), with all marks having been moderated.

7133 FACULTY EXECUTIVE COMMITTEE

The Board noted the minutes of the meeting held on 13 April 2021 (Paper 165).

7134 FACULTY RESEARCH COMMITTEE

The Board noted the minutes of the meetings held on 8 March (Paper 166A) and 19 April (Paper 166B) 2021.

7135 FACULTY DOCTORAL STUDIES COMMITTEE (FDSC)

The Board noted the minutes of the meeting held on 25 March 2021 (Paper 167).

7136 FACULTY LEARNING, TEACHING AND QUALITY COMMITTEE

The Board noted the minutes of the meeting held on 28 April 2021 (Paper 168).

7137 UNIVERSITY BOARD OF STUDIES (DOCTORAL) (BoSD)

The Board noted the minutes of the meeting held on 24 March 2021 (Paper 169).

7138 ANY OTHER BUSINESS

There was none.