

**Faculty of Engineering & Design**

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**Meeting:** FACULTY BOARD OF STUDIES  
**Date and Time:** Wednesday 3 April 2019 at 2.15 pm  
**Venue:** 2 East 3.4

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Present: Prof Gary Hawley Dean (*Chair*)

Dr Kirill Cherednichenko	Dept. of Mathematics
Dr John Chew	Dept. of Chemical Engineering
Dr Andrew Cookson	Dept. of Mechanical Engineering
Dr Jos Darling	Dept. of Mechanical Engineering
Dr Marianne Ellis	Associate Dean L&T, Dept. of Chemical Eng.
Prof. Stephen Emmitt	Dept. of Architecture & Civil Eng.
Dr Adrian Evans	Dept. of Electronic & Electrical Engineering
Mr Raj Haria	UG Student Rep
Mr Jack Kitchen	Students' Union Officer
Prof. Gary Lock	Dept. of Mechanical Engineering
Prof. Davide Mattia	Associate Dean Research, Dept. of Chemical Eng.
Prof Tim Mays	Dept. of Chemical Engineering
Mr David Stacey	Library
Dr Maria Valero	Dept. of Electronic & Electrical Engineering
Dr Mike Wilson	Dept. of Mechanical Engineering

In Attendance: Mrs Rachel Summers Faculty Assistant Registrar

Apologies: Apologies for absence were received from Dr Florin Bisset, Dr Sally Clift, Dr Mark Evernden, Dr Jeff Gavin. Dr Vaggelis Giannikas, Dr Francis Robinson, Mr Daniel Wong

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**ACTION****1651 APOLOGIES**

Apologies as detailed above were noted.

**1652 MINUTES OF THE PREVIOUS MEETING (FE2018-19/110)**

The unreserved minutes of the meeting of the Board of Studies held on 27 February 2019 were approved as a correct record of the proceedings.

**1653 DEAN'S BUSINESS/ CHAIR'S REPORT**

The Chair reported that the University is now one of only four UK Universities to be official members of the Compact Muon Solenoid (CMS) research group at the Large Hadron Collider CERN, Switzerland. Dr Alex Lunt who joined the Dept. of Mechanical Engineering from CERN will be the Faculty Liaison Officer and point of contact for placement students.

The Faculty has invested approximately £70k in the provision of safe and secure facilities for battery charging in support of student project activities - Team Bath Racing Electric (TBRe) and Bath Zero (electric superbikes).

The Institute for Advanced Automotive Propulsion Systems (IAAPS) has now been formally established through Senate & Council and will ultimately be based (by 2020) at the Bristol Science Park. The University has also been awarded significant funding to establish a new Centre for Doctoral Training (CDT) in Advanced Automotive Propulsion Systems.

#### 1654 **REPORTS FROM ASSOCIATE DEANS & DEPARTMENTS**

- a) Prof Mattia (Associate Dean Research) reported that the Faculty's REF Readiness Exercise 3 submission had been completed, and will now be reviewed by a University Panel. Feedback will be provided to the Dean & AD Research by the end of April. Tenders had been invited for the refurbishment and equipment of the Faculty's proposed research facility in 2 East, with completion planned for the end of summer. The latest round of URSA studentships had closed with applications due to be reviewed at the end of the week.
- b) Prof Mays (HoD Chemical Engineering). The Department is currently advertising a Lecturer position in Environmental Engineering - closing date 20 April. He was pleased to report that one of the department's final year undergraduate students had been selected for a Salters Graduate award (subject to achieving a first class degree).
- c) Prof Emmitt (HoD Architecture & Civil Engineering) provided an update on NSS 2019 response rates - Architecture is approaching the 75% response rate threshold which is particularly pleasing. Prof Emmitt was sad to report the sudden death of Helen Cornwall (Research Assistant in the Dept.). In other staff matters, Dr Mike Lawrence had retired at the beginning of April and Dr Paul McCombie would be retiring in the summer. The department is due to hear the outcome of its Athena Swan Silver submission later this month.
- d) Prof Lock (HoD of Mechanical Engineering) was pleased to report that Professor Marcelle McManus is one of 100 women from the Southwest region who have been nominated for West Woman of the Year. Marcelle has been nominated in the *Most inspirational woman in STEM in the West 2019* category, which is for "women within the STEM sector who have gone above and beyond to promote women within STEM and can demonstrate personal and professional achievements". The winner of this category will be chosen by a panel of judges. In other staff matters, Dr's Andrew Cookson & Min Pan had both successfully completed probation. Prof Lock was pleased to report that Dr Pan had also just been awarded an RAE Leverhulme Trust Senior Research Fellowship. Following recent interviews for a Lecturer position in electrical propulsion, Dr Vincent Zong would be joining the department in mid-May and would be supporting the MSc in Automotive Engineering and IAAPS.
- e) Dr Ellis (Associate Dean Learning & Teaching) reminded colleagues that NSS 2019 is still open and that the PGT version of the survey would be launching in mid-April (17th). The TEF readiness exercise is underway and Professor Ibell will be overseeing the Faculty's draft narrative submission. Dr John Chew, Director of Teaching in the Dept. of Chemical Engineering was congratulated for his efforts in seeing the undergraduate programmes through the final stage of approval Phase 3 of the Curriculum Transformation (CT) project.
- f) Dr Evans (HoD Electronic & Electrical Engineering) advised that the dept. is currently recruiting to three academic positions – closing date later this month. He was pleased to report that student response rates at the end of week 8 of the

current NSS were above 70%. The Department recently held a CT workshop, which was well attended.

**1655 LIBRARY MATTERS**

Mr Stacey reported that Kara Jones, Head of Library Research Services had recently left the University to take up a role at UWE – recruitment to replace the position is underway. In other developments the Library is undertaking a CLA audit (Copyright Licensing Agency HE Licence) and Mr Stacey queried whether there as interest in the Faculty for additional information on how to link to (rather than upload) PDF resources in order to be compliant with CLA. Dr Ellis suggested he liaise with the TEL team in CLT in terms of getting messages out to staff. A library working group has been established to look at whether there are data the library can provide for the University's TEFsubmission.

**1656 FACULTY LEARNING TEACHING & QUALITY COMMITTEE MINUTES (FE2018-19/113)**

The unreserved minutes of the Faculty Learning Teaching & Quality Committee meeting held on 20 February 2019 were received and noted.

**1657 DEPARTMENTAL SSLCs (FE2018-19/117-128)**

The Board received the minutes of the Staff Student Liaison Committee (SSLC) meetings as detailed below,

- (i) Architecture & Civil Eng. UG SSLC 24 October, 5 December 2018 (combined meetings) 6 March 2019 (separate meetings for Architecture and Civil Students)
- (ii) Chemical Eng. UG SSLC 22 February and 15 March 2019
- (iii) Mechanical Eng. UG SSLC 23 October, 13 November, 4 December 2018 & 26 February 2019
- (iv) Faculty PGT SSLC 21 November 2018 & 13 February 2019

**1658 ANY OTHER BUSINESS**

Members of the Board commented that scaffolding in the foyer of 4 East (which allows access to maintenance work on the roof) would be in place until at least the end of September. The Department is concerned that the presence of the scaffolding will have a negative impact on recruitment and will present a very poor image of the Department on the forthcoming Open Days.