

**Faculty of Engineering & Design**

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**Meeting:** FACULTY BOARD OF STUDIES  
**Date and Time:** Wednesday 12 October 2016 at 2.15 pm  
**Venue:** 2 East 3.4

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Present:	Prof Gary Hawley (Chair)	Dean
	Dr Ivan Astin	Dept of Electronic & Electrical Engineering
	Dr Kirill Cherednichenko	Dept of Mathematics
	Dr John Chew	Dept. of Chemical Engineering
	Dr Chris Clarke	Dept. of Electronic & Electrical
Engineering	Dr Sally Clift	Associate Dean, Graduate Studies
	Dr Marianne Ellis	Associate Dean, Learning & Teaching
	Professor Stephen Emmitt	Dept. of Architecture & Civil Engineering
	Dr Adrian Evans	Dept of Electronic & Electrical Engineering
	Dr Jeff Gavin	Dept of Psychology
	Prof Tim Ibell	Associate Dean, Research
	Dr Nigel Johnston	Dept. of Mechanical Engineering
	Professor Gary Lock	Dept. of Mechanical Engineering
	Dr Marcelle McManus	Dept of Mechanical Engineering
	Ms Nicola Morris	Student Rep (UG), Dept. of Chemical Eng.
	Dr Mike Wilson	Dept of Mechanical Engineering
	Mr Daniel Wong	Dept. of Architecture & Civil Engineering
In Attendance:	Mrs Rachel Summers	Faculty Assistant Registrar
Apologies:	Apologies for absence were received from Dr Florin Bisset, Mr Ben Davies, Dr Mark Evernden, Dr Marco Formentini, Prof Tim Mays, Mr David Stacey.	

**ACTION**

**1213 WELCOME & APOLOGIES**

The Chair welcomed Nicola Morris (undergraduate student representative) to the Board. Apologies as detailed above were noted.

**1214 MINUTES OF THE PREVIOUS MEETING (FE2016-17/010)**

The unreserved minutes of the meeting of the Board of Studies held on 18 May 2016 were approved as a correct record of the proceedings.

**1215 CHAIR'S ACTION**

The Board noted Chair's actions as detailed in paper FE2016-17/012.

**1216 DEAN'S BUSINESS**

The Chair updated the Board on the 4 East South development, the refurbishment of 2 and 4 East (the ACER project) and other refurbishment activities undertaken during the summer period. Every Department in the Faculty has had substantial infrastructure and equipment investment ( and investment of approximately £500k) with a clear focus on student-centred facilities e.g. refurbished student laboratories, design studios and the new student project activity space in mechanical engineering.

**1217 VACATION AND CHAIR'S POWERS (FE2016-17/014)**

**APPROVED:** Powers for the Dean to take Chair's Action on behalf of the Board and vacation powers for the Dean during the 2016-17 academic year.

**1218 DELEGATION OF RESPONSIBILITY (FE2016-17/015)**

**APPROVED:** Delegation of responsibility for minor and intermediate changes to programmes of study and units to the Faculty Learning, Teaching & Quality Committee and the delegation of minor changes *only* to DLTQCs for the 2016-17 academic year.

**1219 BOARD OF STUDIES MEMBERSHIP (FE2016-17/016)**

The Board noted the Board of Studies membership for 2016-17. PGR and PGT student representatives are currently being elected and it is hoped they will be able to attend the next meeting of the Board.

**1220 FACULTY REPRESENTATIVES ON UNIVERSITY COMMITTEES (FE2016-17/017)**

The Board noted Faculty Representatives on University committees for 2016-17 as detailed in paper FE2016-17/017

**1221 FACULTY COMMITTEE MEMBERSHIP 2016-17 (FE2016-17/018)**

The Board noted the composition and membership of Faculty Committees as detailed in paper FE2016-17/018.

**1222 BOARD OF STUDIES APPEAL HEARING/ BOARD OF INQUIRY HEARING PANEL (FE2016-17/019)**

The Board noted the membership of the Appeal Hearing Panel/ Board of Inquiry for Assessment Offences for 2016-17.

**1223 STAFF STUDENT LIAISON COMMITTEE MINUTES (FE2016-17/020)**

The Board received the minutes of the Staff Student Liaison Committee (SSLC) meeting for the BSc (Hons) in Engineering Systems – Swindon College (meeting of 3 May 2016) .

**1224 FACULTY LEARNING TEACHING & QUALITY COMMITTEE MINUTES (FE2016-17/022&023)**

The unreserved minutes of the Faculty Learning Teaching & Quality Committee meetings held on 4 May and 15 June 2016 were received and noted.

**1225 FACULTY RESEARCH STUDENTS COMMITTEE MINUTES (FE2016-17/026&27)**

The unreserved minutes of the Faculty Research Students Committee meetings held on 27 April and 6 July 2016 were received and noted.

**1226 FACULTY GRADUATE SCHOOL COMMITTEE MINUTES (FE2016-17/028)**

The unreserved minutes of the Faculty Graduate School Committee meeting held on 13 July 2016 were received and noted.

**1227 REPORTS FROM ASSOCIATE DEANS & DEPARTMENTS**

a) Prof Emmitt (HoD Architecture & Civil Engineering) reported that the Department had moved staff into the new building (4 East South) and that the refurbishment work in the laboratories and studios in 6 East was looking good. He was pleased to report that the Department had met its intake target for new UG students. The Department is currently advertising two Lecturer/ Senior Lecturer positions.

b) Professor Lock (HoD Mechanical Eng.) reported that the newly created student activity space is an exciting development for the Department. He noted that the Department's 2016 intake had exceeded the target set for UG students. The Department is currently recruiting to a number of academic positions in at Lecture/Senior/lecturer and Professorial level (in the areas of mechanics, design and manufacturing). He was pleased to report that Linda Newnes had been awarded a Personal Chair and that Vimal Dhokia, Jon Du Bois and Andrew Rhead had all successfully completed probation. The Department has seen a number of recent successes in securing research awards - £718K from EPSRC where Bath is in partnership with the University of Surrey & Rolls Royce, (Lock [PI], Sangan, Wilson & Owen), £500k under the H2020 Green Vehicles funding stream (Burke [PI], Copeland, Brace, Akehurst & Turner) and James Scobie had also secured a first grant from EPSRC. The Powertrain & Vehicle Research Centre (PVRC) had secured three major research awards in collaboration with a number of partners totalling in excess of £5 million.

c) Dr Evans (HoD Electronic & Electrical Eng.) noted that two new lecturers, Dr Ben Metcalfe and Dr Kang Ma and one new Prize Fellow, Dr Despina Moschou, had recently started in the Department. The Department is also currently recruiting to a further two academic positions. He was pleased to report that Min Zhang had secured a first grant from EPSRC and that Professor Cathryn Mitchell had recently secured a research grant of £331k. The student led Team Bath Racing Electric participated in the 2016 Formula student event at Silverstone – the group have moved into the refurbished lab space in 2East 1.10. Dr Evans was pleased to report

that Senate had recently granted full approval for the Dept.'s new MSc programme in Electronic Systems Design (ESD) and that the Dept. was now actively recruiting to the programme; two additional academic posts were approved as part of the programme proposal. The Department will be undertaking the periodic review of its undergraduate and PGT programmes under the new TraCa approach.

d) Dr Clift (Associate Dean Graduate Studies) updated the Board on the Faculty's 17/18 studentship allocation from the URSA fund. The studentships will be allocated using the same competition approach as in previous cycle, with those selected by the Faculty passed to the Alumni team to look into whether the research might be part funded from alumni funds. Priority will be given to early career researchers who haven't as yet had a studentship.

e) Professor Ibell (Associate Dean Research) reported that the deadline for submission of papers to the REF Readiness exercise had been extended to 15 November. He noted that the Stern Review of REF had been published and that, if accepted, it would mean important changes in the way in which researchers and their publications are 'returned'. He drew the Board's attention to the opportunities available from the Global Challenges Research Fund (GCRF) with £1.5 billion funding in place over the period 2016 – 2021. Professor Ibell reported that Faculty Research Committee has been developing advice for colleagues on drawing up individual bespoke research plans, one aspect of which is that everyone who wants a mentor should be allocated one and that each department should have a Mentoring Champion.

f) Dr Marianne Ellis (Associate Dean L&T) updated the Board on recent developments in respect of the University's Learning, Teaching & Enhancement Office (LTEO). The activities of the office have been reorganised with the creation of a new Centre for Learning & Teaching (CLT), with Professor Andrew Heath as Academic Director and the Student Learning & Quality (SLeQ) team becoming part of Academic Registry. The University's Education Strategy sets out the intention to transform curricula and assessment and there are a number of initiatives in development to implement the strategy. Dr Ellis reminded the Board that one of the Students' Union's Top Ten issues for 2017 is to 'ensure that students receive constructive assessment feedback that helps them learn'. The Faculty's annual Placements Fair will be held on 18 November, with over 40 companies participating. Dr Ellis advised that The PVC L&T is leading a review of placement activities and engagement with Industry. The Faculty has introduced an online submission process for exam papers – details have been passed to departments.

## **1228 LIBRARY MATTERS**

The Board noted information (While You Were away leaflet) circulated to members from David Stacey (who was unable to attend the meeting).

## **1229 ANY OTHER BUSINESS**

There were no other items of business