

Faculty of Engineering & Design

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**Meeting:** FACULTY BOARD OF STUDIES  
**Date and Time:** Wednesday 20 November 2013 at 2.15 pm  
**Venue:** 2 East 3.4

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Present:

Prof Gary Hawley (Chair)	JGH	Dean
Dr Ivan Astin	IA	Dept of Electronic & Electrical Engineering
Prof Julian Chaudhuri	JBC	Associate Dean, Research
Mr Elliott Campbell	EC	UG Rep (Dept. Electronic & Electrical Eng)
Dr Sally Clift	SEC	Dept of Mechanical Engineering
Dr Jos Darling	JD	Dept of Mechanical Engineering
Dr Adrian Evans	AE	Dept of Electronic & Electrical Engineering
Dr Marianne Ellis	ME	Dept of Chemical Engineering
Mr Peter Hachfeld	PH	Education Officer, Students' Union
Dr Andrew Heath	AH	Associate Dean, Learning & Teaching
Mr Sahand Malek	SM	PGR Rep (Dept of Mechanical Eng)
Dr Tim Mays	TJM	Dept of Chemical Engineering
Dr Marcelle McManus	MM	Dept of Mechanical Engineering
Prof Tony Miles	AWM	Dept of Mechanical Engineering
Prof Rob Scheichl	RS	Dept of Mathematical Sciences
Dr Peter Shepherd	PS	Dept of Electronic & Electrical Engineering
Mr David Stacey	DS	Faculty Librarian
Professor Pete Walker	PW	Dept of Architecture & Civil Engineering
Mr Matthew Wickens	MRW	Dept of Architecture & Civil Engineering
Mr Manoj Yaji	MY	PGT Rep (Dept of Arch & Civil Eng)

In Attendance:

Mrs Rachel Summers	RS2	Faculty Assistant Registrar
Ms Katherine Bayly	KB	Graduate School, Eng & Design
Ms Ruth Burdett	RB	Graduate School Manager, Eng & Design
Dr Abel Nyamapfene	AN	Dept of Electronic & Electrical Engineering

Apologies: Apologies for absence were received from Dr Tom Arnot , Dr David Bence, Dr Alex Copping, Dr Mark Evernden, Dr GianLuca Gardini, Prof Tim Ibell and Dr Mike Wilson.

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**ACTION**

**688 WELCOME & APOLOGIES**

The Chair welcomed elected student representatives and the Students' Union Officer to the Board (Mr Elliot Campbell, Mr Peter Hachfeld (Students'Union), Mr Sahand Malek and Mr Manoj Yaji). Apologies as detailed above were noted.

**689 MINUTES OF THE PREVIOUS MEETING (FE2013-14/036)**

The unreserved minutes of the meeting of the Board of Studies held on 9 October

2013 were approved as a correct record of the proceedings. There were no matters arising from the minutes.

**690 CHAIR'S BUSINESS**

The Chair reported on the following item;

- i) REF 2013 The Dean thanked colleagues for their support and contribution to finalizing the Faculty's REF submission. He noted that provisional planning for the 2020 REF is already underway in the Faculty.

**691 BOARDS OF EXAMINERS (FE2013-14/038 & 39)**

The Board received details of the membership of Boards of Examiners for Units (BEUs) and Programmes (BEPs) for 2013/14 as detailed in papers FE2013-14/038 covering UG and PGT degrees and FE2013-14/039 covering franchised and licensed awards. The Board noted that Departments Heads had reviewed the proposed membership lists prior to their submission to the Board of Studies.

**692 ACADEMIC REVIEW SUB-COMMITTEE 2013-14 (FE2013-14/040)**

**APPROVED:** Membership of the Faculty Academic Review / Board of Inquiry Hearing (Assessment Offences) Sub-Committee of the Board of Studies for 2013-14, as detailed in FE2013-14/040.

**693 FACULTY GRADUATE SCHOOL COMMITTEE MINUTES (FE2013-14/043 & 44)**

The unreserved (unconfirmed) minutes of the Faculty Graduate School Committee meetings held on 17 September and 28 October 2013 were received and noted.

**694 FACULTY RESEARCH STUDENTS COMMITTEE MINUTES (FE2013-14/045 & 46)**

The unreserved (unconfirmed) minutes of the Faculty Research Students Committee meetings held on 21 August and 17 September 2013 were received and noted.

**695 REPORTS FROM ASSOCIATE DEANS & DEPARTMENTS**

a) Professor Walker (HoD Architecture & Civil Engineering) reported that the Department had been awarded significant funding by HEFCE (equivalent to 30 fully-funded MSc studentships) to develop a new PGT programme (an enhanced MSc with placement). Professor Ibell is working with colleagues in ACE to bring forward a programme proposal. PW reported that the Department had been offered additional office space in Eastwood to accommodate some of its PGR students. It was with great sadness that the Board was informed of the recent death of Dr Enrico Fodde.

b) Professor Miles (HoD Mech Eng) noted that the recent IET/IMechE/RAeS accreditation panel visit to the Department had been very positive – formal notification of the panel's conclusions had not yet been received but the verbal feedback from the Panel had been very encouraging. Dr Darling was thanked for his efforts in leading the accreditation submission. The Department is currently advertising to recruit to a number of academic positions. Professor Miles reported that undergraduate recruitment is looking very strong with the Dept. currently 40% up

against the same point in the last cycle academic cycle (12/13).

d) Dr Evans (HoD Electronic & Electrical Eng) reported that the Department had been ranked in the top 5 in the UK for Electronic & Electrical Engineering in the most recent Sunday Times/Times Good University Guide 2014.

e) Professor Chaudhuri (Associate Dean Research) added his thanks to those of the Dean for the contribution and input of colleagues in finalizing the REF submission. Professor Chaudhuri reminded colleagues of the application deadline for the RAE Fellowship Academy and advised that the PVC for Research was moving forward with proposals to establish University Research Institutes.

f) Dr Mays (HoD Chemical Engineering) reported that Dr Valeska Ting had been awarded the prestigious Sir Frederick Warner Medal by the IChemE. The Sir Frederick Warner medal is presented every two years to an individual, normally in the early stages of their career, who has shown exceptional promise in the field of sustainable chemical process technology, nuclear technology or in making chemical engineering more accessible to a wider scientific community. Dr Mays also announced that positive news regarding recent CDT bids was expected within the next few days.

g) Dr Heath (Associate Dean Learning & Teaching) reported that the University's Teaching Development Fund was underspent in 2012/13 - the remaining funds had been transferred to the Faculties/School and additional funds had been provided by the Dean. Colleagues will shortly be invited to submit bids for funding (up to £250). Dr Heath drew the Board's attention to proposals currently under discussion for a reduction in the number of summative assessments (specifically examinations) at the end of semester one. Peter Hachfeld commented that student Academic Representatives had been consulted by the Students' Union in 2012-13 regarding the idea, which was being discussed at the time, to move examinations from semester one to semester two (even if the unit was delivered in semester one). Academic Reps informed the Students' Union that they were not in support of the proposal, which the Education Officer then fed back to the University. The Students' Union will be consulting with students in semester two on the current discussions around the reduction of summative assessment at the end of semester one. Members of the Board raised concerns that a move away from end of semester examinations in semester one would have a wide reaching impact on both staff and students.

## **696 LIBRARY MATTERS**

Mr Stacey reported on the following matters,

- a) Colleagues in the Library are currently evaluating the results of the 2013 Library Survey and will liaise in due course with individual departments in response to specific issues identified in the survey.
- b) The November meeting of University Research Committee had received a report from the Library on Publications, Open Access & Citations comparing the University's performance against internal and external comparators. It is likely that the next REF cycle will only include those papers which have been published with open access at the point of publication (i.e. not retrospectively).

## **697 ANY OTHER BUSINESS**

There being no other items of business, the Board moved onto white FOIA business.