

**Faculty of Engineering & Design**

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**Meeting:** FACULTY BOARD OF STUDIES  
**Date and Time:** Wednesday 27 February 2013 at 2.15 pm  
**Venue:** 2 East 3.4

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**Present:**

Prof Julian Chaudhuri	JBC	Associate Dean, Research
<i>(Acting Chair)</i>		
Dr Ivan Astin	IA	Dept of Electronic & Electrical Engineering
Ms Alix Chadwell	AC	Students' Union
Dr Jos Darling	JD	Dept of Mechanical Engineering
Dr Marianne Ellis	ME	Dept of Chemical Engineering
Dr Adrian Evans	AE	Dept of Electronic & Electrical Engineering
Mr Nello Formisano	NF	PGR Student Rep, Dept of Elec Eng
Mr Martin Gledhill	MG	Dept of Architecture & Civil Engineering
Mr Aby John	AJ	Postgraduate Student Rep
Dr Nigel Johnston	NJ	Dept of Mechanical Engineering
Prof Nick Mitchell	NJM	Dept of Electronic & Electrical Engineering
Dr Kevin Paine	KP	Dept of Architecture & Civil Engineering
Dr Manuchehr Soleimani	MS	Dept of Electronic & Electrical Engineering
Mr David Stacey	DS	Faculty Librarian
Mr Andrew Whyte	AW	Undergraduate Student Rep
Dr Mike Wilson	MW	Dept of Mechanical Engineering
Mr Alex Wright	AW	Associate Dean, Learning & Teaching

**In Attendance:** Mrs Selina Jobson SJ Faculty Assistant Registrar

**Apologies:** Apologies for absence were received from Prof Gary Hawley (Chair), Dr Tom Arnot, Dr David Bence, Dr Steve Cayzer, Dr Sally Clift, Dr Alex Copping, Dr GianLuca Gardini, Prof Tim Ibell, Prof Tony Miles, Prof Rob Scheichl.

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**ACTION**

**556 WELCOME**

The Chair welcomed Mr David Stacey as the new Faculty librarian.

**557 MINUTES OF THE PREVIOUS MEETING (FE2012-13/077)**

The unreserved minutes of the meeting of the Board of Studies held on 16 January 2013 were approved with minor corrections as a correct record of the proceedings.

**558 MATTERS ARISING**

There were no matters arising.

**559 CHAIR'S BUSINESS**

The Chair had no business to report.

**561 BOARD OF EXAMINERS FOR UNITS & PROGRAMMES (FE2012-13/080)**

The Board received revised details of the membership of Boards of Examiners for Units (BEUs) and Boards of Examiners for Programmes (BEPs) for postgraduate taught programmes and for franchised/licensed awards administered by the Learning Partnerships Office.

It was noted that MSc programmes in the Department of Mechanical Engineering no longer included units from the School of Management, and therefore the attendance of staff from the School of Management was no longer required. The membership list should be amended to reflect this.

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It was observed that the membership lists for franchised and licensed provision did not include reference to an independent member and that this should be updated.

LPO

**562 SUB-COMMITTEES OF THE BOARD MEMBERSHIP(FE2012-13/081)**

The Board received revised membership of the Graduate School Committee. The Secretary circulated an amended version of paper FE2012-13/081, indicating that Nello Formisano was the Student Representative (Research) on the committee rather than attending the committee.

**563 REPORTS FROM ASSOCIATE DEANS & DEPARTMENTS**

a) Professor Chaudhuri (HoD Dept of Chemical Eng) reported that Dr Pawel Plucinski had been awarded a grant of £625,000. Prize Fellow interviews were being held the following week.

b) Dr Paine (Architecture & Civil Engineering) reported on two major grants awarded to colleagues in the Department, one worth 9.5m Euros and a second grant worth 1.7m Euros.

c) Dr Darling (Mechanical Engineering) reported that Dr Richard Butler had been awarded a Royal Academy Chair.

d) Professor Wright (Associate Dean L&T) reminded colleagues that results for students in the Faculty of Engineering and Design for Semester 1 would be going live on Friday 1 March. One Faculty had decided to make results available at an earlier date, ahead of the date given in the University's administrative calendar. This had led to a situation where students from different faculties were receiving results for the same unit at different times, and had led to some concerns from

students and questions regarding equality of treatment.

e) Professor Chaudhuri (Associate Dean Research) reported that preparations for the REF were ongoing. He also reported on changes to the governance of Research Centres, noting that from 2013/14 governance would move from central university administration to faculties. He observed that there would be some cross-faculty research centres. It was noted that every research centre has a lead academic and that this responsibility would continue.

**564 STAFF STUDENT LIAISON COMMITTEES (FE2012-13/082-84)**

The Board received the minutes of Departmental and Graduate School Staff Student Liaison Committee meetings as follows;

- i) Chemical Eng SSLC meetings of 26 Oct & 23 Nov 2012 (FE2012-13/082a&b)
- ii) Elec Eng SSLC meeting of 5 Dec 2012 (FE2012-13/083)
- iii) Learning Partnerships SSLC meetings (FE2012-13/084)

**565 LIBRARY MATTERS**

Mr Stacey reported on the following matters:

- a) That the bi-annual Library Survey was currently underway and would be running for another two weeks. He asked that departmental staff encourage their students to complete the survey.
- b) That a system for on-line payment of library fines had been launched. The intention is to extend the on-line payment system to other aspects of library payments in the future.
- c) That he was willing to attend departmental meetings if that was considered to be useful.

**566 FACULTY LEARNING, TEACHING & QUALITY COMMITTEE (FE2012-13/085)**

The unreserved minutes of the Faculty Learning, Teaching & Quality Committee meeting held on 12 December 2012 were received and noted.

**567 GRADUATE SCHOOL COMMITTEE (FE2012-13/089-090)**

The unreserved minutes of the Faculty Graduate School Committee meetings held on 5 December 2012 and the 6 February 2013 were received and noted.

**568 ANY OTHER BUSINESS**

There were no other items of business and therefore the Board moved onto white FOIA business.