

Faculty of Engineering & Design

Meeting: FACULTY BOARD OF STUDIES
Date and Time: Wednesday 9 October 2019 at 2.15 pm
Venue: 2 East 3.4

Present: Prof Gary Hawley Dean (*Chair*)
Dr Kirill Cherednichenko Dept of Mathematics, Faculty of Science
Professor John Chew Dept. of Chemical Engineering
Dr Sally Clift Dept. of Mechanical Eng., Director of Doctoral Studies
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 Engineering
Dr Adrian Evans Dept. of Electronic & Electrical Engineering
Dr Jeff Gavin Dept. of Psychology, Faculty of H&SS
Dr Sabina Gheduzzi Dept. of Mechanical Engineering
Dr Vaggelis Giannikas School of Management
Dr Carmelo Herdes Moreno Dept. of Chemical Engineering
Prof. Gary Lock Dept. of Mechanical Engineering
Prof. Davide Mattia Associate Dean Research Dept. of Chemical Eng.
Dr Francis Robinson Dept. of Electronic & Electrical Engineering
Dr Mike Wilson Dept. of Mechanical Engineering

In Attendance: Mrs Rachel Summers Faculty Assistant Registrar
Ms Jo Hatt Curriculum Development Officer

Apologies: Apologies for absence were received from Dr Florin Bisset, Dr Andrew Cookson, Professor Tim Ibell, Mr David Stacey & Dr Maria Valero

ACTION**1701 WELCOME & APOLOGIES**

Apologies as detailed above were noted.

1702 MINUTES OF THE PREVIOUS MEETINGS (FE2019-20/-007-009)

The unreserved minutes of the meeting of the Board of Studies held on 26 June were approved as a correct records of the proceedings.

1703 DEAN'S BUSINESS

The Dean had no items of business to report.

1704 CURRICULUM TRANSFORMATION UPDATE

Professor Ibell had provided a written update on CT business which was reported to the Board.

- all phase 1 UG CT approvals were in place
- Chem Eng UG CT programmes had launched with the first intake of students in September
- all early adopter ACE PGT programmes had received phase 2/3 approval
- Architecture UG CT will launch in 2022 while Civil Engineering UG CT will launch in 2021 so that flexibility in delivery between the two programmes in year 1 will need to be shown by Architecture to accommodate the out-of-kilter launches
- major decisions associated with the new framework for assessment have been agreed by ULTQC but Senate still needs to approve them

1705 RESEARCH EXCELLENCE (REF) READINESS

Professor Mattia provided an update to the Board on the REF dress rehearsal and the need for academic colleagues to complete their output report and survey in order to inform the environment statement. The Dean noted the tight timescales for the preparation of the environment statement (by year-end) so that it can be reviewed internally before the March 2020 submission deadline. The Board noted the membership of the Faculty's REF delivery group, led by the Dean, which includes two members who have sat on REF panels in the past and two members who are currently serving as members of REF panels.

1706 BOARDS OF EXAMINERS (MEMBERSHIP) (FE2019-20/013)

Approved: The updated membership of the Board of Examiners for Programmes for PGT courses in the Dept. of Electronic & Electrical Engineering as detailed in paper FE2019-20/013.

1707 STUDENT RECRUITMENT & ADMISSIONS (FE2019-20/014)

The Dean provided a brief update on the 2019 entry / admissions intake. The Faculty had met its overall targets although within that, overseas student recruitment had been below target. A Faculty team to focus on overseas student recruitment has been established.

1708 VACATION AND CHAIR'S POWERS (FE2019-20/015)

APPROVED: Powers for the Dean to take Chair's Action on behalf of the Board and vacation powers for the Dean during the 2019-20 academic year.

1709 BOARD OF STUDIES MEMBERSHIP (FE2019-20/016)

The Board noted the Board of Studies membership for 2019-2020. The Students' Union is currently finalising the election of a postgraduate taught (PGT) student representative and it is hoped s/he will be able to attend the next meeting of the Board.

1710 FACULTY COMMITTEE MEMBERSHIP 2019-20 (FE2019-20/017)

The Board noted the composition and membership of Faculty Committees as detailed in paper FE2019-20/017.

1711 FACULTY LEARNING TEACHING & QUALITY COMMITTEE MINUTES (FE2019-20/019, 21, 23)

The unreserved minutes of the Faculty Learning Teaching & Quality Committee meetings held on 15 May, 5 June and 10 July 2019 were received and noted.

1712 FACULTY DOCTORAL STUDIES COMMITTEE MINUTES (FE2019-20/026)

The unreserved minutes of the Faculty Doctoral Studies Committee meeting held on 31 July 2019 were received and noted.

1713 REPORTS FROM ASSOCIATE DEANS & DEPARTMENTS

- a) Dr Ellis (HoD Chemical Engineering) reported that the first cohort of students on the Curriculum Transformation (CT) vanguard programmes had started this year, including the first intake to the new UG course in Chemical Engineering with Environmental Engineering and the Environmental Engineering MSc programme. Feedback had so far been positive and added benefit was already apparent. Dr Ellis was pleased to report that the Department had been ranked 4th in the Good University Guide 2020 and was 2nd in the National Student Survey. In staffing news, Dr Salvador Eslava would be leaving for Imperial on 31 October and Dr's Salman Shahid and Sheila Samsatli had passed probation. Prof Jan Hofman would be seconded to KWR, a Dutch Water Company, initially for one year on a 0.2 FTE basis
- b) Prof Emmitt (HoD Architecture & Civil Engineering) was reported that three new members of staff had joined the Dept; Dr Gerrit Meijer, Dr Cormac Reale and Gavin Knowles. Dr Giorgia Giardina and Dr Loizos Pelecanos had passed probation. The Department was 1st for Architecture and 3rd for Civil Engineering in the Times & The Sunday Times Good University Guide 2020. The Dept. had hosted the RIBA for its accreditation visit.
- c) Dr Adrian Evans (HoD Electronic & Electrical Eng.) reported that the Department had completed the refurbishment of two labs over the summer period. He was pleased to report that the Department was in the Top 10 in the Guardian and Times Higher league table. In staffing news, two new staff had joined the Dept. Stephen Watts (Senior Teaching Fellow for GDBP) and Dr Jonathan Graham-Harper-Cater (Teaching Fellow, fixed term for 12 months). Dr Paulo Rocha had completed probation.
- d) Dr Sally Cliff (Faculty Director of Doctoral Studies) updated the Board on URSA studentships and was pleased to report that the 2018-19 target of 14 studentships had been achieved.
- e) Prof Gary Lock (HoD Mechanical Engineering) was pleased to report that Prof Geoff Hammond and Sam Cooper had been awarded the Baker Medal of the Institute of Civil Engineers (ICE). In staffing news, Dr Evros Loukaides and Dr Alborz Shokrani Chaharsooghi had passed probation, Dr Andrew Hillis had achieved FHEA status and six academic staff had recently joined the Dept. - Johnpaul Woodhead, Dr Giovanni Vorraro, Dr Umud Ozturk, Dr Misan Madamedon, Debbie Janson and Dr Chris Vagg. Paul Griffiths, Senior

Technician, was congratulated on having received a Staff Recognition Award for his support of the Bath Zero student team.

1714 LIBRARY MATTERS

Mr Stacey had provided a written update for the Board:

- From 14 Oct the Library will be launching the annual 'While You Were Away' campaign with details on developments in the Library over the summer that new and returning staff and students may have missed. The main report document will be shared in due course. Highlights will include power and PC upgrades, new online guides, new engineering e-resources, training courses for Doctoral students, and much more.
- Over the summer, the Library subscription to Lynda.com transferred to the new platform from their owners LinkedIn. This resource for thousands of training videos is available for all students in the Faculty. Interested staff can contact David directly for an account.
- A New Library permanent display on wellbeing and health materials has been set up on Level 2 of the Library. It also features a temporary display for Black History Month (October).

1715 ANY OTHER BUSINESS

There were no other items of business.