

Faculty of Engineering & Design

Meeting: FACULTY BOARD OF STUDIES
Date and Time: Thursday 21 November 2019 at 2.15 pm
Venue: 4 East 2.56

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
Prof. Stephen Emmitt Dept. of Architecture & Civil Engineering
Dr Adrian Evans Dept. of Electronic & Electrical Engineering
Dr Sabina Gheduzzi Dept. of Mechanical Engineering
Prof. Gary Lock Dept. of Mechanical Engineering
Dr Francis Robinson Dept. of Electronic & Electrical Engineering
Mr David Stacey Faculty Librarian
Mr Archie Walker PGT Student Representative
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 Andrew Cookson, Dr Jos Darling, Dr Marianne Ellis, Dr Mark Evernden, Dr Vaggelis Giannikas, Dr Carmelo Herdes Moreno, Professor Tim Ibell, Prof. Davide Mattia Ms Ruqia Osman, Dr Maria Valero & Ms Leah White

ACTION**1732 WELCOME & APOLOGIES**

Apologies as detailed above were noted.

1733 MINUTES OF THE PREVIOUS MEETINGS (FE2019-20/036-37)

The unreserved minutes of the meeting of the Board of Studies held on 9 October 2019 were approved as a correct record of the proceedings.

1734 MATTERS ARISING

The Board noted the following matters arising;

CT Phase 1 (minute 1716) – the Board’s feedback on the CT Phase 1 Process had been forwarded to the PVC L&T. Following consultation with colleagues across the Institution the decision has been taken to extend the deadlines for completing Phases 2 & 3 of CT in order to give Departments more time to focus on exploring the full potential of CT and also to mitigate the pressures on individual CT leads.

Faculty Research Centres (minute 1719). The Dean noted that further to the Board's decision to close the Centre of Advanced Sensor Technologies he had taken Chair's Action on behalf of the Board to formalise the Centre's closure.

1735 DEAN'S BUSINESS & CHAIR'S ACTION (FE2019-20/038)

The Board noted Chair's Action taken on behalf of the Board as detailed in FE2019-20/038. The Dean reported that the School of Management & the Faculties of Humanities & Social Sciences and Science would shortly be recruiting to the new role of Associate Dean (International). The Engineering & Design Faculty would not at this point be appointing to the role as the internationalisation agenda is already very much a focus of activity within the Faculty. An additional factor is that there is currently no provision for the successful candidate's academic department to be remitted for the 0.5 FTE role.

1736 FACULTY RESEARCH CENTRE (3 YEARLY REVIEWS) (FE2019-20/039)

The Board received the three-yearly Review of Research Centres Report for the two Centres not previously considered by the Faculty Research Committee (FRC). The Board approved the recommendation for the renewal and continuation of the Centre for Space, Atmospheric & Oceanic Science (CSAOS) for a further three years. The Board considered the FRC's evaluation of the Water Innovation & Research Centre (WIRC) and noted FRC's comments on the need for an urgent review of the Centre's management and organisational structure. The Dean proposed that the WIRC Review Report (which had been submitted to FRC), be more fully considered by the January meeting of the Board of Studies, including the Centre's response to FRC's recommendations; the item to be presented to the Board by the Associate Dean for Research.

**WIRC /
AD
Research**

1737 GRANTS & CONTRACTS REPORT 2019-20 QUARTER 1 (FE2019-20/010)

The Board received and noted the first quarter Grants & Contracts report for 2019-20. The Dean commented that although the first quarter performance was disappointing he was aware of a number of awards already in the pipeline, which would be reported in due course.

1738 BOARD OF STUDIES: DELEGATION OF POWERS (FE2019-20/041)

APPROVED: delegation of responsibility for minor and intermediate changes to the Faculty Learning Teaching & Quality Committee for the 2019-20 academic year.

APPROVED: delegation of minor changes only to Departmental Learning Teaching & Quality Committees for the 2019-20 academic year.

1739 BOARD OF STUDIES APPEAL HEARING PANEL / BOARD OF INQUIRY HEARING MEMBERSHIP (FE2019-20/42)

APPROVED: the updated membership of the Board of Inquiry Hearing / Academic Appeals Panel for 19/20.

1740 BOARDS OF EXAMINERS (MEMBERSHIP) (FE2019-20/043)

APPROVED: membership of Boards of Examiners for Programmes (BEPs) for 2019/20 as detailed in paper FE2019-20/043

Noted: membership of Boards of Examiners for Units (BEUs) for 2019/20 as detailed in paper FE2019-20/044

1741 STAFF STUDENT LIAISON COMMITTEES (FE2019-20/044)

The Board approved the terms of reference and membership of Staff Student Liaison Committees (SSLCs) as detailed in paper FE2019-20/0444 and listed below

- a) Department of Mechanical Engineering
- b) Learning Partnerships Office (Licensed Provision – Wiltshire College)

1742 FACULTY EXECUTIVE COMMITTEE MINUTES (FE2019-20/045)

The unreserved FOIA minutes of the Faculty Executive Committee held on 7 October 2019 were received and noted

1743 FACULTY LEARNING TEACHING & QUALITY COMMITTEE MINUTES (FE2019-20/046-049)

The unreserved & FOIA minutes of the Faculty Learning Teaching & Quality Committee meetings held on 25 September and 30 October 2019 were received and noted.

1744 FACULTY DOCTORAL STUDIES COMMITTEE MINUTES (FE2019-20/50-51)

The unreserved & FOIA minutes of the Faculty Doctoral Studies Committee meetings held on 11 September and 16 October 2019 were received and noted. The Dean commented that the Doctoral College had recently provided data on the number of PhD students not completing within 4 years and those failing to complete. The Doctoral College had been asked to provide additional data, particularly an analysis of supervisor loads, as the information provided was incomplete and did not give a comprehensive picture.

1745 REPORTS FROM ASSOCIATE DEANS & DEPARTMENTS

- a) Dr Ellis (HoD Chemical Engineering) had provided a written report.
 - The Dept. has appointed a new lecturer to start in Jan 2020, in environmental reaction engineering - Dr Antonio Expósito who is currently a postdoc at Cambridge.
 - Prof Ian White (VC) visited the department on Friday 8th November.
 - The Dept. Recently hosted visitors from A*STAR who are now in discussions with the University to sign a MoU (memorandum of understanding) and wish to "prioritize on the general area of biomanufacturing or bioprocessing" with Chem Eng.
- b) Prof Stephen Emmitt (HoD Architecture & Civil Engineering) advised that the Dept. currently has a vacancy for a civil engineering lectureship, which is likely to be re-advertised in the New Year. The decision to extend the timeline for CT was very much welcomed by the Dept. as this means that both the Architecture and Civil Eng UG courses can now be launched together in 2022. The Dept. is developing a proposal for a new research centre that encompasses research into geotechnics and water, potentially combining researchers from BRE, CICM and WEIR.

- c) Dr Adrian Evans (HoD Electronic & Electrical Eng.) was pleased to report that Dr Chenghong Gu had been awarded £248k by National Grid Electricity System Operator (ESO) for a 12 months' project. The project is in collaboration with Prof Chris Budd from IMI and the Met Office and will investigate the impact of climate change on the security and resilience of national grid's transmission system. Dr Evans welcomed the extension to the timeline to complete Phases 2/3 of CT.
- d) Dr Sally Cliff (Faculty Director of Doctoral Studies) provided a brief update on the current Faculty position in respect of applications to MSc courses for 2020 entry. Overall, the Faculty is seeing a 6% increase overall compared to the same point in the admissions cycle in 2018. Within this, Architecture & Civil & Elec Eng. applications are slightly down but the new MScs in Environmental Engineering in Chemical Eng. and the MSc in Engineering Business Management in Mechanical Eng. are both performing strongly. The Dean commented that at UG level, applications from international /overseas students were down and the decision had been taken to bring back to the Faculty the direction and control of our International recruitment activities. The Faculty will be focussing on school visits in September (taking in Singapore, Thailand, Malaysia and the Emirates) followed by conversion activities in March. The Board noted that Senate had recently received the annual report (18/19) from the University's Independent Advisor for PGR students in which a number of concerns had been raised.
- e) Prof Gary Lock (HoD Mechanical Engineering) reported that as part of the Dept.'s Athena Swan action plan a working group had been established within the Dept. to look at workplace stress. A number of recommendations had been put forward by the group, particularly with regard to the probation experience and Prof. Lock is consulting further. In staffing matters, Dr Colin Copeland had tendered his resignation and will be taking up a post in Canada.

1746 LIBRARY MATTERS

Mr Stacey reported to the Board on the following

- The Library's [Facts & Figures](#) webpage had been updated with the latest data
- The materials fund for Eng & Design has seen a reasonable increase for 19/20 and the Library had taken out a new online subscription to 'Nature Sustainability'
- The latest NSS results are being reviewed, particularly student comments about the library and learning commons. Whilst student satisfaction had increased (from 81% to 86%), students remained concerned about the availability of study spaces and the learning environment. The Library is currently investigating study space across campus and how 'live' availability can be provided to students.

1747 DEPARTMENTAL SSLC MINUTES (FE2019-20/052)

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

- (i) Mechanical Eng. UG SSLC 22 October 2019

1748 ANY OTHER BUSINESS

There were no other items of business.