

Faculty of Engineering & Design

Meeting: FACULTY BOARD OF STUDIES
Date and Time: Wednesday 26 February 2014 at 2.15 pm
Venue: 2 East 3.4

Present:

Prof Gary Hawley (Chair)	JGH	Dean
Dr Tom Arnot	TCA	Dept of Chemical Engineering
Dr Ivan Astin	IA	Dept of Electronic & Electrical Engineering
Dr Sally Clift	SEC	Dept of Mechanical Engineering
Dr Alex Copping	AGAC	Dept of Architecture & Civil Engineering
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
Dr Jeff Gavin	JG	Dept of Psychology
Mr Peter Hachfeld	PH	Education Officer, Students' Union
Dr Andrew Heath	AH	Associate Dean, Learning & Teaching
Prof Tim Ibell	TJI	Associate Dean Graduate Studies
Dr Nigel Johnston	NJ	Dept of Mechanical Engineering
Mr Sahand Malek	SM	PGR Rep (Dept of Mechanical Eng)
Dr Tim Mays	TJM	Dept of Chemical 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
Dr Mike Wilson	MAW	Dept of Mechanical Engineering
Mr Manoj Yaji	MY	PGT Rep (Dept of Arch & Civil Eng)

In Attendance: Mrs Rachel Summers RS2 Faculty Assistant Registrar

Apologies: Apologies for absence were received from Dr David Bence, Mr Ruth Burdett, Mr Elliott Campbell, Dr Mark Evernden, Dr Marcelle McManus, Mrs Jane Phippen and Ms Martine Woodward

ACTION

742 APOLOGIES & WELCOME

Apologies as detailed above were noted. The Dean welcomed Dr Jeff Gavin, Dept of Psychology as the representative from Humanities & Social Science on the Board of Studies (replacing Dr Gian Luca Gardini).

743 MINUTES OF THE PREVIOUS MEETING (FE2013-14/081)

The unreserved minutes of the meeting of the Board of Studies held on 15 January 2014 were approved as a correct record of the proceedings. There were no matters

arising from the minutes.

744 CHAIR'S BUSINESS

The Chair reported on the following items

- a) Director of Student Recruitment & Access. The deadline for applications for the new post of Director of Student Recruitment & Access had now closed and interviews would be held in the next few weeks. Admissions tutors in the Faculty would be invited to attend the candidates' presentations.
- b) International Mobility Grants. The Dean was pleased to report that academic colleagues from all Departments in the Faculty had been selected for funding from the University's International Researcher Mobility Scheme. The Scheme provides funding to support either short-term partnership visits by Bath staff to our key International academic partners or the promotion of high profile seminars and conferences in either the UK or overseas, again with our preferred partner institutions.
- c) Recruitment. Recruitment visits and conversion events to Dubai, Malaysia & Singapore are scheduled for March & April. The Dean noted that the Dept. of Mechanical Engineering is currently exploring PGT opportunities with the University's partners in Mexico in the automotive and mechatronics areas.
- d) PGT Task Group. The report and recommendations from the MSc Task Group (led by Professor Ibell) would be presented to the next meeting of Faculty Executive.
- e) Commonwealth Commission The Dean congratulated Dr Copping on the recent announcement of 15 scholarships from the Commonwealth Commission to support Tanzanian students on the MSc programmes in International Construction Management (ICM) and Integrated Environmental Management (IEM).
- f) Collaborative Provision The Dean reported that the Programmes and Partnerships Approval Committee (PAPAC) has approved the renewal of the collaborative provision and programme level arrangements for the BSc(Hons) Engineering Systems between the University of Bath and Swindon College for 2 years until 31 August 2016). This programme is being withdrawn and will finally cease delivery at the end of academic year 2015/16. PAPAC also approved the renewal of the collaborative provision and programme level arrangements for the BSc(Hons) Motorsport Engineering between the University of Bath and Wiltshire College for 1 year only until 31 August 2015 to align with the Institutional Agreement.

745 GRANTS & CONTRACTS REPORT: QUARTER 2 (FE2013-14/083)

The Board received the second quarter report on Research Awards (data to 31 January 2014).

746 TERMS OF REFERENCE: BOARD OF STUDIES / FACULTY RESEARCH COMMITTEE (FE2013-14/084)

The Board noted amendments to the Terms of Reference of the Board of Studies and Faculty Research Committee which were recently approved by Senate. The revisions relate to the delegation of authority to Faculties for establishing / disestablishing / reviewing Research Centres.

747 FACULTY LEARNING TEACHING & QUALITY COMMITTEE MINUTES (FE2013-14/085)

The unreserved minutes of the Faculty Learning Teaching & Quality Committee meeting held on 11 December 2013 were received and noted.

748 FACULTY GRADUATE SCHOOL COMMITTEE MINUTES (FE2013-14/087)

The unreserved (unconfirmed) minutes of the Faculty Graduate School Committee meeting held on 12 February 2014 were received and noted.

749 FACULTY RESEARCH STUDENTS COMMITTEE MINUTES (FE2013-14/088)

The unreserved (unconfirmed) minutes of the Faculty Research Students Committee meeting held on 12 February 2014 were received and noted.

750 REPORTS FROM ASSOCIATE DEANS & DEPARTMENTS

a) Professor Walker (HoD Architecture & Civil Engineering) advised that the Dept. has arranged additional UCAS days in response to the increased level of applications for its civil engineering degrees. Colleagues in the Department are preparing a number of research grant applications and, in terms of staff recruitment, shortlisting for a lectureship in architecture has just been completed.

b) Professor Miles (HoD Mech Eng) congratulated Dom Parsons (a PhD student in the Dept) on finishing in the top ten in the Skeleton at the Sochi Winter Olympics. The Department is currently advertising four academic positions at (2 professorial, 1 Senior Lecturer and 1 Lecturer) .

c) Dr Evans (HoD Electronic & Electrical Eng) reported that the Department is in the final stages of agreeing a 2+2/3+2 Memorandum of Understanding and Articulation Agreement with the University of Sichuan. Applications to the Department's undergraduate programmes are looking very positive – up by approximately 30% compared to last year.

d) Dr Mays (HoD Chem Eng) was pleased to report that Dr Marianne Ellis had recently been awarded a Senior Fellowship by the Leverhulme Trust. Other staff news – Dr Mike Bird will be taking a 6 month sabbatical from 1 August and Dr Davide Mattia will currently on sabbatical at the National University of Singapore (NUS).

e) Dr Heath (Associate Dean Learning & Teaching) reported on the following matters;

- the 2014 National Student Survey (NSS) was now live - currently none of the Faculty's departments had achieved the 50% completion target.
- Semester one unit results will be released to students on SAMIS on Friday 28 February
- Eight bids had been received for support from the Faculty's Teaching Development Fund
- The PVC L&T is currently looking at the Degree Scheme Review (DSR) process with the possibility of replacing it with 5 yearly Department Reviews. There will be University wide consultation in due course but colleagues were invited to pass on any comments they might have at this stage to the Associate Dean L&T.

f) Professor Ibell (Associate Dean Research) advised that the report from the Faculty Task Group's review of PGT provision had been finalised and was due to be presented to Faculty Executive, prior to being circulated to Departments. Regrettably the Faculty had seen only limited success in the recent shortlisting process of bids for funding from the GW4 Collaboration , with only one application being chosen to go forward. Other bids from the Faculty had been unsuccessful because they had failed to demonstrate sufficient evidence of liaison or consultation with GW4 partners.

751 STAFF STUDENT LIAISON COMMITTEES (FE2013-14/068-071)

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

i) Chem Eng SSLC meeting of 25 Oct 2013 (FE2013-14/090)

ii) Learning Partnerships SSLC meetings;

Fd Engineering Systems Bridgwater College, meeting of 7 October 2013

Fd Engineering Systems Chichester College, meeting of 24 October 2013

Fd/BSc Engineering Systems Swindon College, meeting of 16 October 2013

Fd/BSc Motorsport Engineering, Wiltshire College, meeting of 22 October 2013

752 LIBRARY MATTERS

Mr Stacey reported on the following matters,

a) The PG workroom in the library has been refurbished

b) Support has been provided to the Dept. of Architecture & Civil Engineering in the provision of statistical data in preparation for the Dept's RIBA Accreditation submission.

753 ANY OTHER BUSINESS

UCAS Open Days Dr Darling reported that the Dept. was no longer able to show potential students and their families the type of student accommodation available as the 'mock up' student room had been dismantled. Dr Evans advised that Elec Eng had approached one of their undergraduate students who had agreed to make their room available (and presentable) on UCAS days - the Dean suggested that Mech Eng might want to consider this as an option.

The Board moved onto white FOIA business.