

Faculty of Engineering & Design Board of Studies

Unreserved- unconfirmed

Wednesday, 8th October 2025 2:15 pm 4 East 2.61

Attendees

Kamal Asadi

John Chew

Ricardo Codinhoto

Jos Darling

Adrian Evans

Jeffrey Gavin

Jonathan Graham-Harper-Cater

Marion Harney

Andrew Heath

Jan Hofman

Tim Ibell

Patrick Keogh

Tristan Kershaw

Omid Maghazei

Despina Moschou

Will Roberts

David Stacey

Did Not Attend

Tareq Assaf

Florin Bisset

Chris Bowen

Mirella Di Lorenzo

Tina Düren

Benjamin Metcalfe

George Newham

Emma Emanuelsson Patterson

2632 Welcome and Quorum

The Chair welcomed members including the new undergraduate student rep, Will Roberts (BSc Architecture) and apologies were noted.

2633 Declarations of Interest

The Chair asked for any declarations of potential conflicts of interest which were not going to be declared during subsequent discussions - there were none.

2634 Minutes of the Previous meeting - ED2025-26/009

The unreserved minutes of the meeting of the Board of Studies held on 22 May 2025 (ED2025-26/009) were approved as a correct record of the proceedings.

2635 Actions and Matters Arising

The Board noted that there were no actions or matters arising.

Minute 2591 - Student Complaint, Dept. of Chemical Engineering. The Deputy Dean confirmed that the space concerns raised by students had been resolved and the matter was now closed.

2636 Chairs Business & Actions

The Chair provided an update on the following matters,

1) Student recruitment. Initially the undergraduate position was looking very positive but between Mid-August and end-September the University saw a higher attrition rate than in previous years. The reasons for this are currently unclear but early indications are that this is sector wide and that some institutions saw an attrition rate of 30%. Negative media comments regarding the value of degrees and reports of the decline in graduate jobs may have influenced student decisions. Poaching of students by other institutions was not considered to be a factor.

2) Planning. The 5-year annual planning cycle has begun and the Faculty's two significant projects (Faculty Integration and the development of new UG course in healthcare/medical engineering) will be central.

3) UG & PGT Review. The Faculty has launched a review of our taught course provision with a view to future viability and opportunities for growth.

4) 2024/25 Financial outturn. Preliminary reports indicate the Faculty has performed exceptionally well in 24/25 primarily due to prudent decision making, modest income increase and the implementation of non-detrimental cost savings.

2637 Board of Studies: Membership, Terms of Reference & Standing Orders - ED2025-26/010

The Board confirmed the membership and noted the Board's Terms of Reference as detailed in Ordinance 10 and the revised Board of Studies Standing orders recently approved by Senate.

The Secretary advised that there were two vacancies to elected positions and the advice of the governance team would be sought with regards to running an election to fill the positions. The Board agreed that Board membership should be promoted to academic colleagues so that the Board might better represent the diversity of the academic body within the Faculty. Female and/or ethnic minority colleagues should be encouraged to consider putting themselves forward for the Board. In particular additional representation from mech or chem eng would be welcome.

Action: Secretary to make arrangements for Board of Studies election.

2638 Board of Studies: Delegation of Powers - ED2025-26/011

Approved: delegation of responsibility for minor and intermediate changes to the Faculty Learning Teaching & Quality Committee for the 2025-26 academic year.

Approved: delegation of minor changes only to Departmental Learning Teaching & Quality Committees for the 2025-26 academic year.

2639 Faculty Committee Membership 2025-26 - ED2025-26/012

Approved: the membership of Board of Studies Sub-Committee and other Faculty Committees as detailed in paper ED2025-26/012.

The Board noted that in the Departments of Electronic & Electrical and Chemical Engineering the Director of Teaching role was shared (Professor Peter Wilson / Dr Philip Shields in EE and Dr Matt Lennox/ Dr Stuart Scott in CE) and that this should be reflected in the FLTQC membership. The membership of the Faculty Research & Knowledge Exchange Committee should be amended to include Professor Linda Newnes as Director of the Foundry: Centre for Digital, Manufacturing & Design.

2640 Academic Appeals / Board of Inquiry Hearings Panel ED25-26/013

The Board approved the updated membership of the Academic Appeals / Board of Inquiry Hearings Panel as detailed in paper ED2025-26/013, noting new members of the Panel, Dr Daniel Maskell (Dept. of Architecture & Civil Engineering), Dr Antonio Esposito (Dept. of Chemical Engineering, Professor Manuchehr Soleimani & Dr Leen Jabban (Dept. of Electronic & Electrical Engineering). The Board expressed its thanks to colleagues standing down, Dr Thomas Kjeldsen, Dr Tom Arnot, Dr Tareq Assaf and Dr Steven Pennock for their support and contributions to this important area of Faculty business.

2641 Research Activity Report ED2025-26/014

The Board received and noted the final quarter Research Activity report for 2024-25. The Faculty didn't quite hit the stretching £23m awards target but came admirably close at £21.7m. The Chair noted that the pot of funding available from Research Councils had not increased but that the Faculty had been much more successful in securing a bigger share of that pot. The Board recorded its thanks to all who have been involved in making this another excellent year for grant capture.

Indirectly related to research matters, members of the Board requested an update on PGR student numbers & submission data within the Faculty. The Secretary advised that the Doctoral College had provided snapshot data reports to the Board earlier in the year.

Action: Secretary to request updated reports from the Doctoral College.

2642 Consultation on Updates to University Rule 2 ED2025-26/015

The Board considered the proposed updates to University Rule 2 detailed in paper ED2025-26/015 and made the following comments,

1) **Recruitment of external Chief Invigilators.** The Board noted that this proposal had arisen from difficulties in one Faculty in allocating Chief Invigilators, due to staff shortages. Some members of the Board were of the view that it was not unreasonable to expect academic colleagues to invigilate their exams. This is an important activity and responsibility should sit with the relevant academic, especially where there might be questions around academic integrity within the exam setting. Other members of the Board welcomed the proposed flexibility to appoint professional external invigilators but were not supportive of this being devolved to the Faculties/ School. In the same way that the paper indicated that there was no capacity within Academic Registry to coordinate this activity neither was the Faculty in a position to take on this work. If the University decides to move in this direction it should be resourced, managed and coordinated by the Exams office team. A tiered approach to recruiting invigilators could be adopted prioritizing internal appointments in the first instance (e.g. PhD students, Post-docs). The Board voted on whether the status quo should be maintained (academic staff required to invigilate) or the proposed new arrangements be further explored. The Board voted 9 to 5 to maintain the status quo (1 abstention).

2) **Calculators.** The Board rejected the proposals to move to a 'bring your own calculator' position outlined in the consultation paper. The suggested approval process for checking calculators was considered unworkable and impractical. Members of the Board felt that the argument around sustainability (that University calculators required replacement after 3 years as being unsustainable) did not stand up as it was felt that most calculators would continue to work way beyond three years. The quoted replacement costs also seemed excessive. A scientific calculator can be purchased for £15 so was it really the case that £60k spending on 4000 calculators would be necessary every 2 to 3 years? The Board noted that the paper included the feedback and comments from earlier consultation with Heads of Department but the proposals neither reflected nor addressed the HoDs concerns.

Action: The Board's feedback to be shared with the Head of Registry Services.

2643 Reports from Ex Officio members ED2025-26/016

The Board received the update reports from ex officio and academic leadership members of the Board as detailed in paper ED2025-26/016 at its meeting on the 2 October.

Professor Harney (Associate Dean Education) reported that Senate had approved the Faculty's new courses,

MSc Advanced Mechanical Engineering including two year with-placement variant, and named exit awards of PG Cert. and PG Dip. Advanced Mechanical Engineering for 2026/27.

MSc Sustainable Energy Engineering, including two-year with-placement variant, and named exit awards of PG Cert. and PG Dip. Sustainable Energy Engineering for 2026/27.

Senate had also approved Education Quality & Standards Committee (EQSC) to bring forward changes to the Academic Framework for the sharing of Level 7 units across programmes.

Senate took the decision to delegate authority for the approval of new undergraduate and postgraduate taught courses to the Courses and Programmes Approval Committee (CPAC).

The Board congratulated **Team Bath Heart** for their remarkable success in winning two awards at the Engineering Talent Awards 2025 including the overall Excellence in Engineering Prize. This is on the back of consecutive wins (2023 & 2024) at the World Heart Hackathon. Dr Melusine Pigeon & Dr Katharine Fraser, the team's lead academic advisors were congratulated for their support and work in growing the team to over 100 students.

Dr Codinhoto (Director of PGT Studies) noted that two Commonwealth Scholarship applications (RAS and SEE) had been submitted and a British Council Scholarship application for EBM was also in hand.

2644 Updates from the Students' Union

The student rep (Will Roberts) was invited to provide an update on any student matters. There was nothing to raise at this point but he would be meeting with Dept. Reps in due course and would report at the next meeting.

2645 Library Matters

Mr. Stacey provided an update on Library matters,

1) On Mon 29 Sept, we officially launched the new and improved Library Nook. University Librarian Kate Robinson led the introductions, and the ribbon was cut by SU Education Officer Helen Slater and Community Officer Izzy Downer.. Thanks to Annie Tang (3rd year Architecture), the talented student behind the winning Nook design. This is a cozy, reading for pleasure and wellbeing space for all students and staff. There is a wide range of fiction, popular non-fiction and board games to borrow. Special thanks to Laura Green and Hattie Timberlake in the Placements team for administering the competition. We are planning an author talk and series of 'human library' events soon. It is hoped that postgraduates will find and use this 'third space' as well as the dedicated PG workroom on the East side of Library Level 5 (L5.07).

2) October is Black History Month. We have a display out on Level 2 based on our Library List and are promoting the BHM films/documentaries you can stream via our Kanopy subscription. This week (6 Oct) is Be Well Week and also Banned Books Week. We have some comms on these too. The BWW display is sited in our new Nook. A lot of the subject specific documentary content in Kanopy has PPR (Public Performance Rights) so can be screened by academics in the classroom setting. It was nice also to see Campus Infrastructure illuminate the Library in late September to celebrate Organ Donation Week.

3) The Library's Engineering & Design team is busy with teaching/induction commitments at the moment. We are running a Research with AI workshop that students can sign up for via Unihub (it's on 19 November, limited to 30 participants). It's part of a collaborative series of 6 workshops on AI with the Skills Centre. These are all optional, but if there's more capacity/interest in library-led talks to students in the Faculty about using AI tools for research, then further opportunities may be offered. We are also preparing for Open Day on Saturday 11 Oct ???" with our usual Library and STV stalls.

4) Remember the 5th November, we have organised another 'Linkedin Learning for Students' webinar. We will be promoting this soon. Mr. Stacey confirmed that we will be renewing our full-campus LiL access under a 3-year deal, from 1 December. See the Library LiL guide for registration and further information.

5) We are reviewing NSS/PTES/PRES scores/comments and will discuss these at our Library Consultative Group with our Library reps from each department, on 2 December.

2646 Sub-Committee Minutes ED2025-26/017- 018

The Board received the minutes of the following Committee meetings:

- 1) Faculty Executive meetings of 28 April, 9 June and 27 July 2025
- 2) Faculty Learning & Teaching Committee meetings of 7 May and 9 July 2025.

2647 Committee Minutes (SSLC, DBoS, FDSC) ED2025-26/019

The Board received the minutes of the following Committee:

- 1) Staff Student Liaison Committee - Faculty PGT SSLC minutes and action log for meeting of 22 July 2025.

2648 Any Other Business

There were no items of any other business.

2649 Date of next meeting

The Board noted the date of the next meeting Wednesday 12 November at 2.15 p.m. (in-person)