



Meeting **BOARD OF STUDIES FOR THE FACULTY OF SCIENCE**
Place Council Chamber
Date Wednesday 19 September 2018 at 14:15

Present	Professor N Brook	Dean of Science (Chair)
	Dr R Bradford	Department of Computer Science
	Professor A Burrows	Head of Department of Chemistry
	Professor F Burstall	Department of Mathematical Sciences
	Dr S Flower	Department of Chemistry
	Dr N Fotaki	Department of Pharmacy and Pharmacology
	Dr A Gorbach	Department of Physics
	Dr A Hayes	Associate Dean (Learning and Teaching)
	Dr M Jones	Department of Chemistry
	Dr A Preston	Department of Biology and Biochemistry
	Dr P Rogers	Department of Pharmacy and Pharmacology (alternate for Professor S G Ward)
	Dr P Snow	Head of Natural Sciences
	Dr G Stothart	Faculty of Humanities and Social Sciences
In attendance	Mrs M Hallett	Faculty Assistant Registrar (Secretary)
	Mrs H Dennis	Programmes Manager - Operations (Observer)
	Mrs A L Harper	Faculty of Science (Observer)
Apologies	Dr F Bisset	Learning Partnerships Office
	Professor C Bowen	Faculty of Engineering and Design
	Dr S Gebhard	Department of Biology and Biochemistry
	Ms A Lobo	Students' Union (SU) Sabbatical Officer (Community)
	Professor P Milewski	Head of Department of Mathematical Sciences
	Professor C Mundell	Head of Department of Physics
	Professor E O'Neill	Head of Department of Computer Science
	Dr F Qin	School of Management
	Ms E Rimmer	Undergraduate Representative (Natural Sciences)
	Professor S G Ward	Head of Department of Pharmacy and Pharmacology
Professor C Wilson	Associate Dean (Research)	

Action

6633 MINUTES OF PREVIOUS MEETING

The Board approved the minutes of the previous meeting of the Board held on 9 July 2018 (Paper 1).

6634 MATTERS ARISING
6613 MATTERS ARISING

The Board noted that reports back had not yet been received from representatives from the Departments of Biology and Biochemistry, and Physics, on ongoing curriculum transformation discussions in SSLCs.

**B&B and
Physics**

6635 BOARD OF STUDIES MEMBERSHIP 2018/19

The Board reviewed its membership for 2018/19 (Paper 2), welcoming the following new members: Professor Tosh, Professor Burrows (as Head of Department), Dr Jones, Dr Preston, Dr White, Dr Flower, Ms Lobo (Students' Union representative) and Ms Rimmer (Undergraduate student representative).

6636 CHAIR'S BUSINESS

- **New Vice-Chancellor:** Professor Ian White has been appointed as the next Vice-Chancellor of the University and will take up the role in April 2019. Professor White was Professor of Physics at the University from 1990-1996. Professor Bernie Morley will serve as Acting Vice-Chancellor in the meantime. The appointment process for the new Vice-Chancellor was effective and transparent; the Chair thanked all Faculty staff involved for their engagement in the process. The Chair commented that it is expected that Professor White will bring a different management style and beneficial changes to the institution. Professor Morley has already devolved decision-making by replacing the Vice-Chancellor's Group (VCG), Executive Committee and University Planning Team (UPT) with one body: the new University Executive Board, which includes the Deans and will meet every Tuesday morning. The Chair invited members to inform him of any issues they wish to be raised at the new Executive. The Chair reported that two meetings had been held to date, and that discussions had been open, involving a helpful exchange of ideas. Professor Morley has also streamlined the process for new post approvals. Previously, approval of all new posts was needed by the Staff Vacancy Review Group (SVRG) and VCG. Now direct replacements can be approved on a weekly basis by Human Resources (HR) and new positions or reprioritisations outside budgets can be approved through weekly meetings of HR and Finance, with liaison with Professor Morley regarding academic matters.
- **Research Grants:** The Faculty's Research Grants have totalled approximately £21m over the last 12 months, an increase of 36% on last year. The Chair asked members to pass on his thanks to Department colleagues.
- **NSS 2018:** NSS results are not as strong as they have been in previous years. Over the next 12 months the Faculty needs to refocus on NSS, particularly assessment and feedback. Curriculum transformation provides a mechanism through which to reduce assessment burden and improve the quality of assessment feedback and turnaround times. NSS results for the past 3 years (for teaching, assessment and feedback, and academic support) will form 3 of the 6 core metrics of Subject TEF in 2019/20.
- **Estates:** Options to choose from for 3 and 5 West refresh, regarding continuity and expansion, will be coming forward in the coming months. The Chair confirmed that the University's acquisition of the Science Park will not affect the financing of the 3 and 5 West refresh because it had already been factored into the budget; the refresh will only be affected if the University overspends on other ongoing projects.
- **Mental Health First Aid courses:** The Faculty is in the process of investigating opportunities for providing a further, bespoke, half-day mental health training session for staff during 2018/19.

6637 REVIEW OF DEPARTMENT COMMITTEE MEMBERSHIPS

The Board reviewed, in accordance with last year's Athena SWAN University Self-Assessment Team (USAT) Action Delivery Plan, the membership of Departments':

- Executive Committee
- Learning, Teaching and Quality Committee (DLTQC)
- Research Committee

Department of Biology and Biochemistry (Paper 3)

Department of Chemistry (Paper 4)

Department of Computer Science (Paper 5)

Department of Mathematical Sciences (Paper 6)

Natural Sciences (Paper 7)

Department of Pharmacy and Pharmacology (Paper 8)

Department of Physics

The Board noted that the Department of Physics' Committee memberships were yet to be received.

The Board agreed that there appeared to be a balance across Department committees in terms of gender representation, noting that some Departments were restricted in the breakdown of staff within their Departments. The Chair recommended that Department Executive Committees include as members, or as stated co-opted members, their Department Equality Coordinator(s).

The Board noted that SSLC memberships would be reviewed by the Board at its meeting in November.

**Physics
HoD**

6638 ANY OTHER BUSINESS

There was none.