

Faculty of Engineering & Design

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**Meeting:** FACULTY BOARD OF STUDIES  
**Date and Time:** Wednesday 18 May 2022 at 2.15 p.m.  
**Venue:** Via TEAMS

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**Present:**

Prof Tim Ibell	Dean ( <i>Chair</i> )
Prof. Kirill Cherednichenko	Dept. of Mathematics (Science Faculty)
Prof. John Chew	Dept. of Chemical Engineering
Dr Charles Courtney	Dept. of Mechanical Engineering
Dr Jos Darling	Dept. of Mechanical Engineering
Prof. Stephen Emmitt	Dept. of Architecture & Civil Engineering
Prof. Adrian Evans	Dept. of Electronic & Electrical Engineering
Dr Sabina Gheduzzi	Dept. of Mechanical Engineering
Dr Robert Grover	Dept. of Architecture & Civil Engineering ( <i>for agenda item 5</i> )
Dr Marion Harney	Associate Dean (Education)
Professor Andrew Heath	Dept. of Architecture & Civil Engineering
Dr Carmelo Herdes Moreno	Dept. of Chemical Engineering
Dr Nigel Johnston	Dept of Mechanical Engineering
Prof. Davide Mattia	Deputy Dean, Dept. of Chemical Engineering
Dr Ben Metcalfe	Dept. of Electronic & Electrical Engineering
Prof. Andrew Plummer	Dept. of Mechanical Engineering
Mr David Stacey	Subject Librarian

**In Attendance:** Mrs Rachel Summers Faculty Assistant Registrar

**Apologies:** Apologies for absence were received from Miss Mansi Ahuja, Professor Chris Bowen, Dr Sally Clift, Professor Marianne Ellis, Dr Vaggelis Giannikas, Dr Tristan Kershaw Dr Jannis Wenk, Ms Zoe Paumelle & Professor Peter Wilson

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**2109 WELCOME, APOLOGIES & DECLARATION OF INTERESTS****ACTION**

Apologies as detailed above were noted. The Dean asked for any declarations of interest which were not going to be declared during subsequent discussions. There were none.

**2110 MINUTES OF THE PREVIOUS MEETING (FE2021-22/121)**

The unreserved minutes of the meeting of the Board of Studies held on 6 April 2022 were approved.

**2111 MATTERS ARISING**

Minute 2089 Studentships (Refugee status) Dr Harney advised that the Board's interest in the provision of studentships for undergraduate students with refugee status had been

raised at EQSC. The University already has scholarship and financial support available for undergraduate students who have refugee, asylum seeker or humanitarian protection status (*Secretary's note*: further details at: [Financial support for Refugees \(bath.ac.uk\)](http://bath.ac.uk))

## **2112 DEAN'S BUSINESS & REPORT**

The Dean reported on the following items (also included in the Update Reports paper FE2021-22/124),

- I. **REF (Research Excellence Framework)**. The REF results had recently been announced and the Faculty's Research had been judged to very strong on impact but weaker in the outputs and environment categories. The REF results give the Faculty a clear steer for priority actions going forward particularly around increasing research income per academic .
- II. **CERN visit**. The Dean had recently visited CERN with Dr Alex Lunt and had been immensely impressed with the opportunities for future research collaboration which build upon the strong links the Faculty already has with CERN/ CMS.

## **2113 MAJOR PROGRAMME CHANGES: PG CERTIFICATE IN PROFESSIONAL PRACTICE, DEPT OF ARCHITECTURE & CIVIL ENGINEERING (FE2021-22/122)**

The Chair welcomed Dr Grover who introduced paper FE2021-22/122 which outlined proposed major changes to the PG Cert in Professional Practice, to deliver the course entirely online and remotely with effect from 2022-23. Dr Grover explained that the PG Certificate is the final part of the formal architectural education in order to become a registered professional architect – Part 1 BSc, Part 2 MArch, Part 3 PG Certificate. All students on the course are working in professional architectural practices alongside studying and the requirement for employers to release students to attend in person teaching was a factor in moving the course entirely online. The PG Cert would continue to be delivered in a block of teaching (over 5 days) with both live and asynchronous activities. The course has been successfully delivered remotely in 20/21 and in the current academic year with the endorsement of the accrediting bodies ARB/ RIBA. The Board noted the benefits of moving the course entirely online as detailed in the paper; 1) improved accessibility for a wider range of students, 2) widening of the recruitment market both nationally and for students based in practices outside the UK 3) relieving timetabling pressures, 4) alignment with the University's Climate Action Framework in reducing travel. Dr Grover confirmed that the programme team had consulted with students and had sought the advice and input of an external reviewer (Professor Stephen Brookhouse, University of Westminster). Members of the Board commented that the competitor analysis provided in the proposal made reference to the Bath programme not being directly comparable to London based courses – did the Dept have any plans to attract London based students to the Bath course? Dr Grover explained that the density and proximity of London architectural practices was such that different delivery models (e.g., evening classes) were offered by Institutions offering similar courses in London. The Dept. is keen to attract London based students but wasn't currently planning to offer the same delivery model as London based Institutions. Mr Stacey commented that the learning materials for the course may not all be available as e-resources – Dr Grover advised that the course primarily drew on current literature which was predominantly available digitally.

The Chair noted the ARB/RIBA approval of the remote delivery of the course in 20/21 and 21/22 but queried whether this had been on a 'temporary' basis i.e. during and post pandemic? Dr Grover explained that the proposal to move the course permanently to remote delivery had been submitted to the ARB and was awaiting formal sign off. Future policy in this respect was unclear however the 3 Part structure of professional architectural training is currently under review by the accrediting bodies.

Members of the Board queried whether the programme team had the digital skills, competence and confidence to support the online delivery of the course. Dr Grover advised

that the TEL team would be providing ongoing support for the design and delivery of the course and the Dept was mindful of ensuring academic colleagues have the required digital expertise.

The Board noted that the current fee level for the course was lower than that of many of our competitor Institutions. The Board suggested the Dept. seek advice from the Marketing team as to whether the fees might be increased in line with the competition.

**APPROVED:** The Board approved the major change (mode of delivery) for the PG Cert in Professional Practice as detailed in paper FE2021-22/122.

The Chair thanked Dr Grover for his attendance

**2114 RESEARCH GRANTS & CONTRACTS -QUARTER 3 REPORT (FE2021-22/123)**

The Board received and noted the third quarter Grants & Contracts report for 2021-22.

**2115 REPORT FROM STUDENT REPRESENTATIVES/ STUDENTS' UNION OFFICER**

A report had not been provided and there were no students attending the meeting.

**2116 REPORTS FROM DEPUTY DEAN, ASSOCIATE DEANS, HEADS OF DEPARTMENT & DIRECTOR OF DOCTORAL STUDIES (FE2021-022/124)**

The Board noted the summary reports as detailed in Paper FE2021-22/124. The Chair congratulated academic colleagues for their success in the latest round of Teaching Awards, noting the exceptional performances in the Dept. of Mechanical Engineering.

Professor Evans (HoD Electronic & Electrical Eng) provided an update on the Dept's recent IET accreditation panel visit. Formal confirmation of the continued accreditation of the Dept's portfolio of UG and two PGT courses was awaited but verbal feedback had indicated that 5 years accreditation would be recommended by the Panel.

**2117 LIBRARY MATTERS**

Mr Stacey reported on the following,

- There may still be gaps in past papers on the Library database as a formal process to transfer exam papers from Inspira has not been established. Depts need to send papers direct to the Library. Dr Gheduzzi commented that the Mech Eng Dept was experiencing ongoing problems in transferring last year's papers to the library and that some of the 2021 papers were not yet available for revision purposes for this year's semester 2 exams. The lack of a clear process and system was a real issue and Dr Gheduzzi was concerned that the coordination of this activity had fallen by default on DoTs / DoSs. The Secretary agreed to investigate and report back to the Board.
- In the run-up to and during semester 2 exams quiet study arrangements are in place in the Library as usual. The Level 2 display showcases revision skills, exam stress and wellbeing books from our Library Lists.
- Most (1000+) library spaces are reverting to drop in, non-bookable as data shows they were not being booked. Group rooms are still bookable
- Library Level 2 and 3: new water fountains being installed by lift, replacing those inside the toilet area.
- Toilets on Levels 4/5 will hopefully be refurbished over the Summer

Secretary

- David and colleagues are readying for the campus Pride event and Open Days in June
- Updated Library facts & figures page is available <https://library.bath.ac.uk/facts-figures>
- Library Lists - will have another round of training in summer probably towards the end of June/July - details to be confirmed. Scanning request is implemented in Library Lists now. Library Lists online guide - added page on ebooks licenses and issues, plus considerations when publishing Ebooks and advice on OA publishing <https://library.bath.ac.uk/reading-lists>
- The Library will be much quieter over summer: great for staff/PGRs!

**2118 FACULTY EXECUTIVE COMMITTEE MINUTES (FE2021-22/125)**

The unreserved (unconfirmed) minutes of the Faculty Executive Committee meeting held on 28 March 2022 were received and noted.

**2119 FACULTY LEARNING TEACHING & QUALITY COMMITTEE MINUTES (FE2021-22/126&127)**

The unreserved (unconfirmed) minutes of the Faculty Learning Teaching & Quality Committee meetings held on 27 and 29 April 2022 were received and noted.

**2120 FACULTY RESEARCH KNOWLEDGE & EXCHANGE COMMITTEE MINUTES (FE2021-22/128)**

The unreserved (unconfirmed) minutes of the Faculty Research Knowledge & Exchange Committee meeting held on 16 March 2022 were received and noted.

**2121 FACULTY DOCTORAL STUDIES COMMITTEE MINUTES (FE2021-22/129)**

The unreserved minutes of the Faculty Doctoral Studies Committee meeting held on 9 March 2022 were received and noted.

**2122 FACULTY SSLC MINUTES (FE2021-22/130)**

The minutes of the following Staff Student Liaison Committees were received and noted,  
 (i) Dept of Electronic & Electrical Engineering SSLC 9 March 22

**2123 ANY OTHER BUSINESS.**

Prof Mattia drew the Board's attention to issues arising from the implementation of University's updated travel & subsistence policy. The Chair advised that these matters had been brought to the attention of the Directors of Finance & HR and also to UEB.

There were no other items of business.