

# BoS 17 July 2024

Wednesday, 17th July 2024 2:15pm

Teams | Faculty of Science Board of Studies

## Attendees

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### Attended

Florin Bisset

Teresa Buckley

Andrew Burrows

Duncan Craig (Chair)

Susan Crennell (SC)

Charlotte Dodson (CD)

Marguerite Hallett (Secretary)

Amanda Harper

Momna Hejmadi

Philip Ingham (PI)

Eamonn O'Neill (E'ON)

Amanda Pedley

Charareh Pourzand

Philip Rogers (PR)

Tony Shardlow (TS)

Gan Shermer (GS)

Dmitry Skryabin (DS)

Gunnar Traustason (GT)

David Tsang (DT)

Ventsislav Valev (VV)

Michael Wilson

Rhod Woodhouse (RH) (only attended the Open session)

## **Did Not Attend**

Zoe Burke

Sarah Upendra Chandratreya

Ffion Gould

Matthew Jones

Fei Qin

Tim Rogers

Jeyabal Sivaloganathan

Michael Wright

Miranda Yafi

## **1.0 Welcome and Quorum (7636)**

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The Chair welcomed members, noted apologies and observed that the meeting was quorate. The Chair thanked academic staff for their hard work in completing marking on time and professional services staff for helping to process the results.

The Chair thanked the following members, for whom this would be their last BoS meeting: Tony Shardlow for being a member of BoS for the past 5 years. Jeyabal Sivaloganathan for being a member of BoS for the past 4 years. The student reps Ffion Gould, Miranda Yafi & Sarah Upendra Chandratreya.

## **2.0 Declarations of Interest (7637)**

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The Board noted that RW had declared a conflict of interest regarding the UG student results so would only attend for the Open session.

## **3.0 Minutes of the Previous Meeting (7638)**

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The Board approved the minutes of the previous meeting held on 3 July 2024 (Paper 278).

## **4.0 Matters Arising (7639)**

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There were no matters arising from the previous minutes.

## **5.0 Chair's Business (7640)**

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### NSS 2024 results:

The Chair reported that the NSS results had been released on 10th July and were pleasing. Analysis of the results produced for UEB will be circulated to Faculty Executive Committee members shortly. As was the case last year, the NSS no longer includes a question on overall satisfaction. Assessment and feedback remains the biggest problem. Some departments within the Faculty had raised their scores quite considerably from last year, in particular the Department of Computer Science. The Chair will work with the Associate Dean (Education) on a

strategy to work with students to improve the NSS scores. There is also a need for an institutional review of practices such as when results are released to students in relation to when they sit their exams. The Associate Dean (Education) flagged some notable differences between departments in terms of questions that had seen an improvement in scores and questions that had seen a deterioration. In comparison to the University average scores, the Faculty had performed well in some questions and less so in others.

## **6.0 Board of Studies Appeal Hearing Panel Members 2024/25 (7641)**

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The Board approved the Board of Studies Appeal Hearing panel members, in line with Regulation 17 (Paper 279). The Chair explained that in order to avoid losing expertise / muscle memory of good / historical practice, an extra member had been appointed to departments where both members would be stepping down next year, having served more than the normally permitted maximum term of 6 years. The Chair encouraged HoDs to bear in mind the need to improve the gender balance of the panel during membership renewal/replacement next year.

## **7.0 Semester 2 Scaling Report and Errors in Examination Papers (7642)**

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The Board considered the scaling of unit marks (Paper 280A) and errors in examination papers (Paper 280B) in Semester 2 2023/24. The Board noted that there had been 8 instances of scaling (compared to 25 in Semester 2 last year); 4 in Maths (7 last year) and 4 in Physics (3 last year), including 4 units (2 in Maths and 2 in Physics) where the mean marks were not atypical, and 63 instances of means that were atypical but not scaled (compared to 65 last year). The Chair thanked HoDs / BEP Chairs for their diligence in reviewing and minuting scaling decisions carefully and the Associate Dean (Education) for producing the Faculty guidelines on scaling. It was noted, however, that there was still room for improvement in minuting decisions to scale / not to scale (e.g. recording the salient points, including causes for atypical averages such as a bimodal distribution / differences between subsets of students, and planned future mitigating action) and that the responsibility for signing off BEU minutes lies with the BEU and BEP Chairs. The Chair noted that there remains a prevalence of scaling being required because a member of staff is new, e.g. to a new unit, and encouraged greater mentoring and checking to avoid associated problems from arising. Errors in examination papers had reduced in both semesters compared to last year, and there had been a downward trend over the past 3 years. Again, the Chair expressed appreciation to all staff who had made efforts to reduce these errors. The Board noted that there were 3 Maths units with errors in exam papers that had not been included in the report, and that this would be addressed immediately following the meeting.

## **8.0 Faculty Research and Knowledge Exchange Committee (7643)**

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The Board noted the minutes of the meeting held on 17 June 2024 (Paper 281).

## **9.0 Faculty Doctoral Studies Committee (7644)**

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The Board noted the minutes of the meeting held on 13 June 2024 (Paper 283).

## 10.0 University Board of Studies (Doctoral) (7645)

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The Board noted the minutes of the meeting held on 26 June (Paper 284).

## 11.0 Staff Student Liaison Committee meetings (7646)

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The Board noted the minutes of the meetings held on:

**Department of Computer Science:** 3-17 June 2024 (PGT online) (Paper 285).

**Department of Life Sciences: Pharmacy and Pharmacology:** 4 July 2024 (PGT) (Paper 286).

## 12.0 Any Other Business (7647)

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There was none.