

**Faculty of Engineering & Design**

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**Meeting:** FACULTY BOARD OF STUDIES  
**Date and Time:** Wednesday 7 October 2015 at 2.15 pm  
**Venue:** 2 East 3.4

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Present:	Prof Gary Hawley (Chair)	Dean
	Dr Ivan Astin	Dept of Electronic & Electrical Engineering
	Dr Marianne Ellis	Dept. of Chemical Engineering
	Dr Adrian Evans	Dept of Electronic & Electrical Engineering
	Dr Mark Evernden	Dept of Arch & Civil Engineering
	Prof Andrew Heath	Associate Dean, Learning & Teaching
	Prof Tim Ibell	Associate Dean, Research
	Dr Pejman Iravani	Dept. of Mechanical Engineering
	Dr Nigel Johnston	Dept. of Mechanical Engineering
	Professor Gary Lock	Dept. of Mechanical Engineering
	Dr Tim Mays	Dept. of Chemical Engineering
	Dr Marcelle McManus	Dept of Mechanical Engineering
	Ms Wadzi Pasipamire	Students' Union Officer
	Ms Charlotte Russell	Undergraduate Representative (Civil Eng)
	Dr Peter Shepherd	Dept. of Electronic & Electrical
Engineering	Mr David Stacey	Faculty Librarian
	Professor Pete Walker	Dept. of Arch & Civil Engineering
	Dr Mike Wilson	Dept of Mechanical Engineering
In Attendance:	Mrs Rachel Summers	Faculty Assistant Registrar
	Ms Ruth Burdett	Graduate School Manager
Apologies:	Apologies for absence were received from Dr Steve Cayzer, Dr Sally Clift, Dr Alex Copping, Dr Marcon Formentini, Dr Jeff Gavin, Professor Rob Scheichl and Mr Matthew Wickens.	

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**ACTION**

**1023 WELCOME & APOLOGIES**

The Chair welcomed Wadzi Pasipamire (Students' Union officer) and Charlotte Russell (undergraduate student representative) to the Board. Dr Pejman Iravani (Dept. of Mechanical Engineering) was welcomed as a co-opted member of the Board. Apologies as detailed above were noted.

**1024 MINUTES OF THE PREVIOUS MEETING (FE2015-16/008)**

The unreserved minutes of the meeting of the Board of Studies held on 20 May 2015 were approved as a correct record of the proceedings.

**1025 CHAIR'S BUSINESS**

The Chair reported that the University had established a new funding scheme to replace older laboratory equipment that supports general research. The Faculty has been allocated a pot of approximately £200k and the Dean will prioritise bids for items of equipment of >£75k.

**1026 VACATION AND CHAIR'S POWERS (FE2015-16/011)**

**APPROVED:** Powers for the Dean to take Chair's Action on behalf of the Board and vacation powers for the Dean during the 2015-16 academic year.

**1027 DELEGATION OF RESPONSIBILITY (FE2015-16/012)**

**APPROVED:** Delegation of responsibility for minor and intermediate changes to programmes of study and units to the Faculty Learning, Teaching & Quality Committee and the delegation of minor changes *only* to DLTQCs for the 2015-16 academic year.

**1028 BOARD OF STUDIES MEMBERSHIP (FE205-16/013)**

The Board noted the Board of Studies membership for 2015-16. PGR and PGT student representatives are currently being elected and it is hoped they will be able to attend the next meeting of the Board. The Board noted that PG student reps could come from any of the Faculty's four academic departments.

**1029 FACULTY LIAISON REPRESENTATIVES (FE2015-16/014)**

The Board noted Faculty Liaison Representatives on the two other Faculty Boards and the Board of Studies for the School of Management; Mr Dyfed Griffiths (H&SS Board), Professor Chris Bowen (Science Board), Professor Steve Newman (Management Board). Dr Marco Formentini has replaced Dr Emma Brandon Jones as the School of Management representative on the Board.

**1030 FACULTY COMMITTEE MEMBERSHIP 20145-16 (FE2015-16/015)**

The Board noted the composition and membership of Faculty Committees as detailed in paper FE2015-16/015. The membership of the Faculty Research Committee incorrectly listed Professor John Taylor as the Elec Eng. representative – he had been replaced by Dr Pedro Estrela. The Board noted that Dr Chris Clarke will replace Dr Shepherd on FLTQC from January 2016.

**1031 BOARD OF STUDIES APPEAL HEARING/ BOARD OF INQUIRY HEARING PANEL (FE2015-16/016)**

The Board noted the membership of the Appeal Hearing Panel/ Board of Inquiry for Assessment Offences for 2015-16 with a minor correction (*Professor Semali Perera*).

**1032 SSLC ANNUAL REPORTS 2014-15 (FE2015-16/017)**

The Board noted the Annual Reports of Staff Student Liaison Committees for 2014-15 including the reports from partner colleges for franchised programmes in Engineering Systems and Motorsport.

**1033 STAFF STUDENT LIAISON COMMITTEE MINUTES (FE2015-16/018-19)**

The Board received the minutes of the Staff Student Liaison Committee (SSLC) meetings for the Dept. of Architecture & Civil Engineering (meeting of 26 April 2015) and Graduate School PGT (meeting of 14 May 2015).

**1034 FACULTY LEARNING TEACHING & QUALITY COMMITTEE MINUTES (FE2015-16/022)**

The unreserved minutes of the Faculty Learning Teaching & Quality Committee meeting held on 13 May 2015 were received and noted.

**1035 FACULTY RESEARCH STUDENTS COMMITTEE MINUTES (FE2015-16/026)**

The unreserved minutes of the Faculty Research Students Committee meeting held on 3 June 2015 were received and noted.

**1036 REPORTS FROM ASSOCIATE DEANS & DEPARTMENTS**

a) Prof Walker (Architecture & Civil Engineering) reported that Andrew Heath had recently been appointed to the position of Professor of Geotechnical Materials. The Dept. is currently seeking to appoint to a variety of posts at Lecturer, Senior Lecturer and Reader level. He was delighted to report that following its recent submission the Dept. had been awarded an Athena Swan Bronze Award. The Dept. is currently preparing for the relocation of some activities to the new building (4 East South) and for the planned refurbishment of laboratories and workshops in 6 east. The new building will hopefully completed in time for a May 2016 handover – the Dept. will be organising tours of the building in due course.

b) Professor Lock (HoD Mechanical Eng.) advised that the Department had made three new lecturer appointments in Dynamics & Control, Materials & Solid Mechanics and Mechanical Engineering. He was pleased to report that Michele Meo had been awarded a Personal Chair – Professor in Smart Materials & Structures. The Department has completed a major programme of refurbishment of its undergraduate computing laboratories, which in addition to having upgraded workstations and equipment have been redecorated, new flooring installed and the layouts improved. Prof Lock was pleased to report that PhD student Robert Worthing had been awarded a Whitworth Senior Scholarship by the IMechE. The Department's Formula Student team, Team Bath Racing has just concluded its highest achieving season to date and has been confirmed as the UK's top team, ranked 15th in the world. This year, the 2015 team (TBR15) achieved its best ever results in Team Bath Racing's history achieving a world ranking of 15 out of over 600 international teams and for the second year running, the top UK team.

c) Dr Mays (HoD Chem Eng.) was pleased to report that further to the recent accreditation visit by the IChemE the Department's Undergraduate programmes had been granted full 5 year accreditation. The £750k investment in the reconfiguration of the Pilot Hall space in 9 West is nearing completion. The Dept. has also invested £150k in new equipment for undergraduate year 1 and 2 and student laboratories. Dr Mays was pleased to report the recent appointment of Dr Ana Lanham to the position of Lecturer in Water Science & Engineering and that Dr Carmelo Herdes would be starting as a Lecturer in November. The Dept. is currently developing the proposal for second stage (full) approval of its new MSc in Sustainable Chemical Engineering.

d) Dr Evans (HoD Electronic & Electrical Eng.) noted that the Department had recently made two new appointments in the 'Power' area – Dr's. Ran Li and Chenghong Gu. Over the next few months the Department will undertake the refurbishment and redevelopment of level one student project activity space. The Department is currently working on the development of a portfolio of new MSc provision for recruitment in 2017 and enhancement of the curricula of its undergraduate degree in Electronic Systems Engineering.

e) Professor Ibell (Associate Dean Research) reported that the Faculty's REF review which covers the Faculty's potential impact case studies for REF2020 and the activities of the Faculty's Impact Delivery Group (e.g. REF workshops) had been submitted. In other news the faculty has been allocated funding for six Prize fellows as part of the University's 50<sup>th</sup> Anniversary celebrations -HoDs have submitted proposals for areas of research.

f) Professor Heath (Associate Dean L&T) drew the Board's attention to the pressures on campus GTA and student accommodation arising from the increased number of students on campus. In Learning & Teaching matters the Faculty is exploring the range of assessments both summative and formative currently used across its programmes – consultation with students will form part of this review. Prof Heath was pleased to report that Directors of Teaching have now been appointed in all four Departments.

## **1037 LIBRARY MATTERS**

Mr Stacey reported on the following matters,

- a) The induction activities provided by the library for UG,PGT and PGR students are all underway.
- b) Work on the reclassification of level 3 of the Library has been completed – this should make it easier to locate Eng & Design library materials and resources
- c) Consultation is ongoing with the Students' Union regarding the availability of library study space and the potential extension of the library.
- d) The Library's digital resources are moving to the point where they now outweigh print stock.

## **1038 ANY OTHER BUSINESS**

There were no other items of business