

Faculty of Engineering & Design

Meeting:	FACULTY BOARD OF STUDIES
Date and Time:	Wednesday 12 January 2022 at 2.15 pm
Venue:	Via TEAMS

Present:	Prof Tim Ibell	Dean (<i>Chair</i>)
	Prof. Kirill Cherednichenko	Faculty of Science representative
	Prof. John Chew	Dept. of Chemical Engineering
	Dr Sally Clift	Associate Dean (International)
	Dr Charles Courtney	Dept. of Mechanical Engineering
	Dr Jos Darling	Dept. of Mechanical Engineering
	Prof. Marianne Ellis	Dept. of Chemical Engineering
	Prof. Stephen Emmitt	Dept. of Architecture & Civil Engineering
	Prof. Adrian Evans	Dept. of Electronic & Electrical Engineering
	Dr Vaggelis Giannikas	School of Management
	Dr Sabina Gheduzzi	Dept. of Mechanical Engineering
	Dr Marion Harney	Associate Dean (Education)
	Dr Carmelo Herdes Moreno	Dept. of Chemical Engineering
	Dr Nigel Johnston	Dept of Mechanical Engineering
	Dr Tristan Kershaw	Dept of Architecture & Civil Engineering
	Prof. Davide Mattia	Deputy Dean, Dept. of Chemical Engineering
	Dr Ben Metcalfe	Dept. of Electronic & Electrical Engineering
	Ms Zoe Paumelle	Students' Union Officer
	Prof. Andrew Plummer	Dept. of Mechanical Engineering
	Mr David Stacey	Subject Librarian
	Dr Jannis Wenk	Dept. of Chemical Engineering (<i>from 3.15 p.m.</i>)
In Attendance:	Mrs Rachel Summers	Faculty Assistant Registrar
Observers	Mrs Emily Pollinger	Executive Officer, Vice Chancellor's office
Apologies:	Apologies for absence were received from Ms Mansi Ahuja & Prof Chris Bowen.	

2042 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.

2043 MINUTES OF THE PREVIOUS MEETING (FE2021-22/055)

The unreserved minutes of the meeting of the Board of Studies held on 18 November 2021 were approved as a correct record of the proceedings. There were no matters arising

2044 DEAN'S BUSINESS & REPORT

The Dean reported on the following items,

- I. **Faculty People Strategy.** As part of the development of a People Strategy for the Faculty, the Dean and Deputy Dean are holding a series of meetings with colleagues from all staff groups in the Faculty to talk about how we can create a diverse, inclusive, motivational and career-enhancing culture within the Faculty. A meeting has already been held with early career research staff and further sessions are scheduled for research staff, professional services and technical teams, and lecturers, senior lecturers, readers etc. Summaries of all meetings will be circulated to staff and will inform the development of the Faculty's People Strategy.
- II. **Senior Academic Team.** The Chair noted recent senior academic appointments – Professor Julian Chaudhuri PVC (Education) , Professor Sarah Hainsworth PVC (Research), Professor Rajani Naidoo Vice-President (Community & Inclusion) and Professor Philip Allmendinger to the position of Deputy Vice Chancellor (starting 1 March).
- III. **Institute for Advanced Automotive Propulsions Systems (IAAPS).** The much-delayed construction of the IAAPS Research Facilities is now nearing completion with an opening and launch event likely for the summer.
- IV. **Royal Academy of Engineering Funding.** The Dean reported that the Faculty had secured a £60K award to establish a teaching-led research venture in regenerative design.
- V. **Admissions & Recruitment.** The Dean reported that applications for PGT courses were currently below the normal level for this point in the recruitment cycle.

2045 ANNUAL REPORT: MONITORING OF STANDARDS (SCALING) 2020-21 (FE2021-22/056)

The Board received the annual monitoring report on units considered by Boards of Examiners for Units (BEUs) during 2021-21 which had mean marks in the atypical range and had therefore been considered for scaling. The Board noted that for the second successive year there had been an increase in the overall number of units with mean marks in the atypical range – 55 in 21/22, 41 in 20/21, 25 in 19/20. The Board felt that this was a consequence of the move to online assessments (24-hour exam windows) and noted that Departments had adjusted online assessments for the forthcoming semester one exams, which had more constrained exam parameters. The Board noted that additional Faculty scaling guidance had been provided to Departments for the semester two BEUs. BEU's had looked at the comparative statistical data for each atypical unit, including unit statistics for each year the unit had run (historic data), the unit mean across all years, scatter plots illustrating performances in individual units compared to the mean across all units taken in 20/21, and the three-year unit average (for non-covid affected years). Heads of Department commented on their respective data.

- Arch & Civil Eng – whilst only one unit had produced an atypical mean, in order to mitigate any impact as a result of Covid_19, seventeen units with typical unit means had been adjusted upwards thereby aligning unit results with the historic data. In most cases these upwards adjustments had been very small uplifts of 1 or 2 marks. Professor Emmitt commented that this had been an exceptional approach due to Covid, which was not likely to be repeated in 21/22 given the return to in person teaching.
- Chemical Eng – comparative historic data was not available for years 1 and 2 as these courses are the CT variant. The BEU had looked at cohort performance data in order to benchmark unit performances.
- Electronic & Electrical Eng – the year 1 mathematics unit had produced a high atypical unit mean and it was felt that the unit was not best suited to the open book exam format. Professor Evans noted that not all atypical units had been scaled and that the

BEU had agreed that no adjustment was required for units sitting close to the typical/atypical boundary.

- Mechanical Eng – Faculty guidance had been followed in the semester two exam Boards and units in the atypical range had been adjusted to the historic average. The Dept would welcome further discussion and guidance on applying scaling to individual assessment elements rather than at the unit level (where all assessment components are adjusted).

Board members commented that greater consistency of approach across all departments was important and the Faculty guidance in semester two had been helpful. It was hoped that scaling to the historic average would also prevent grade inflation. The Board noted the data on units scaled in 20-21 which had produced unit means in the atypical range in the preceding 3 years and agreed to the recommendation in the report for Departments to complete annual monitoring (AMRs) of all such units to include a review of the historic unit data and format of assessment. The annual monitoring reports for these units to be considered by DLTQC and FLTQC and reported to the Board of Studies.

**EE & ME to
complete
AMRs**

2046 FACULTY STAFF STUDENT LIAISON COMMITTEES – TERMS OF REF, MEMBERSHIP (FE2021-22/057)

APPROVED: the terms of reference and membership of Staff Student Liaison Committees (SSLCs) as detailed in paper FE2021-22/057. The Board noted that the Dept of Electronic & Electrical Engineering's SSLC membership and terms of reference would be submitted to the next meeting of the Board (March).

2047 RESEARCH CENTRE – PROSPOSAL FOR CHANGE OF CENTRE NAME (FE2021-22/058)

The Board considered the proposal for the change of name of the BRE Centre for Innovative Construction Materials (BER CICM) to the Centre for Innovative Construction Materials (CCIM). The Centre had been established in 2015 with support from the Building Research Establishment (BRE) but following recent staffing changes and financial pressures the BRE was no longer able to support the work of the Centre. The Board noted that proposals to restructure the Faculty's Research Centres were currently under consideration but agreed that given the withdrawal of BRE support the change of Centre name was appropriate at this point in time. The Board suggested that the updating of web sources and promotional materials should be delayed until any restructuring within the Faculty is completed.

APPROVED: the change of name of the BRE Centre for Innovative Construction Materials (BRE CICM) to the Centre for Innovative Construction Materials (CCIM)

2048 REPORTS FROM DEPUTY DEAN, ASSOCIATE DEANS, HEADS OF DEPARTMENT & DIRECTOR OF DOCTORAL STUDIES (FE2021-022/059)

The Board noted the summary reports as detailed in Paper FE2021-22/059.

Dr Harney (AD Education) provided an additional update – pre-recording of lectures on PANOPTO had been reinstated.

Dr Clift (AD International) provided an update on PGT applications for 2022 entry. The Faculty has seen a downturn in applications from China whilst simultaneously seeing a rise in applicants from India. At this point in the recruitment cycle the numbers tend to be unreliable as predictors of subsequent admissions/ registrations. The MSc in Environmental Engineering in the Dept of Chemical Engineering had seen a spike in interest linked to the availability of Commonwealth Scholarships but unfortunately only two scholarships are available. The suite of Automotive MScs in Mechanical Engineering had seen no increase in applications - it was

a case of redistribution of the normal volume of applicants. Hardest hit were the MSc programmes in the Dept of Architecture & Civil Engineering which were down 40%. The Board noted that whenever there was an economic downturn the construction industry seemed to be the first to be adversely affected. A significant pool of applicants is interested in MSc courses with an AI or Machine Learning focus. The Board noted that work on tracking our Chinese students post-graduation was underway in order to identify what roles or positions they move into after completing their MSc study at Bath. The recruitment team are also revisiting links with Chinese alumni. The Dean noted that important work was also in progress on translating the website into mandarin. The Board discussed the importance of horizon scanning – e.g., could the MSc in Mechatronics be refocused to meet demand for AI courses, what ‘new’ skills do students need e.g., cloud technology, internet of things, AI for engineering problem solving, blockchains. The Board noted that a number of colleagues are using AI and machine learning in their research and their input to future course development will be critical.

2049 REPORT FROM STUDENT REPRESENTATIVES/ STUDENTS’ UNION OFFICER

No report had been provided.

2050 LIBRARY MATTERS

Mr Stacey reported on the following,

- Exam Papers – colleagues were thanked for submitting past papers for archiving. .
- Semester One Assessments- the Library is currently focussing on providing quiet self-study and revision spaces but it has been difficult to monitor as many library staff are working remotely. Students have also been enquiring about the availability of library spaces to complete online assessments.
- E-Book pricing -the Library continues to face extremely challenging price increases particularly for single user e-books. Please let Mr Stacey know if colleagues are approached to publishers suggesting individual contracts.
- Elsevier – national negotiations appear to be bearing fruit and a new 3-year agreement is imminent.

2051 FACULTY LEARNING TEACHING & QUALITY COMMITTEE MINUTES (FE2021-22/060)

The unreserved (unconfirmed) minutes of the Faculty Learning Teaching & Quality Committee meeting held on 10 November 2021 were received and noted.

2052 FACULTY RESEARCH & KNOWLEDGE EXCHANGE COMMITTEE MINUTES (FE2021-22/061-62)

The unreserved (unconfirmed) minutes of the Faculty Research & Knowledge Exchange Committee meetings held on 17 November and 8 December 2021 were received and noted.

2053 FACULTY EXECUTIVE COMMITTEE MINUTES (FE2021-22/063)

The unreserved (unconfirmed) minutes of the Faculty Executive Committee meeting held on 22 November 2021 were received and noted.

2054 FACULTY SSLC MINUTES (FE2021-22/064-68)

The minutes of the following Staff Student Liaison Committees were received and noted,

(i) Architecture & Civil Eng.

 Architecture SSLC minutes of 3 November and 2 December 2021

 Civil Eng SSLC minutes of 3 November 2021

(ii) Chemical Eng. SSLC minutes of 8 November 2021

(iii) Mechanical Eng. SSLC minutes of 26 October, 12 November & 7 December 2021

(iv) Faculty PGT SSLC minutes of 30 November 2021

2055 ANY OTHER BUSINESS.

There were no other items of business.