



UNIVERSITY OF  
CAMBRIDGE

## FACULTY BOARD OF PHYSICS AND CHEMISTRY

A meeting was held on **Friday 17 February 2017**  
in the Committee Room, Hoyle Building, Institute of Astronomy, Madingley Road

There were present: Dr JR Batley, Dr P Barker, Professor SM Best, Professor M Blamire, Dr C Ducati, Professor AC Fabian, Professor GF Gilmore (Chairman), Professor CA Haniff, Dr HP Hughes, Mrs M Howe (Secretary), Dr HRN Jones, Mr M Khan, Dr KM Knowles, Dr W Nolan, Ms V Neufeld.

Apologies were received from: Professor MJ Duer, Professor MA Parker, Professor JA Pyle and Dr JS Richer

### MINUTES

#### Unreserved Business

17201 **Minutes**

The minutes of the meeting held on 20 January 2017 were approved.

17202 **Matters arising from the minutes**

- i) Funding of graduate students during periods of illness (Minute 17105)  
The Degree Committee Secretary had helped define the difference between 'Leave to work away' and 'medical intermission' and provided the following links which would be added to the Faculty website:  
<http://www.cambridgestudents.cam.ac.uk/your-course/graduate-study/your-student-status/work-away-cambridge>  
<http://www.cambridgestudents.cam.ac.uk/your-course/graduate-study/your-student-status/intermission-medical-and-non-medical>
- ii) Confirmation of student status (Minute 17105)  
A system already existed ('Digitary') which provided automatically-generated status letters for students. However it could take up to 5 days to generate a letter. Information about the site can be accessed here:  
<http://www.cambridgestudents.cam.ac.uk/your-course/graduate-study/your-student-status/confirmation-study-verification-letters>
- iii) Quality of degree certificates and transcripts (Minute 17105)  
The Secretary had forwarded the comments from the last meeting to the Head of Education and Student Policy. A review of transcripts was ongoing, so the comments were passed to the appropriate lead and would be included in the considerations.

17203 **CamCORS supervision data for 2015-16**

The Board received, as paper FB/17203, data drawn from CamCORS on supervisions given in 2015-16. It was noted that this had been circulated to Colleges and departmental contacts in the Faculty.

17204 **Students' issues**

Mr Khan reported that there were complaints from students in Chemistry that Demonstrators did not change. Dr Nolan replied that this had been instituted at the

request of students to provide consistency. Mr Khan was advised to raise the matter with the student consultative committee in the Department.

17205

**Any other business**

There was none.