



## FACULTY BOARD OF PHYSICS AND CHEMISTRY

A meeting was held on **Friday 19 October 2018**  
in the Hoyle Committee Room, Institute of Astronomy, Madingley Road

There were present: T Baikie, Dr R Batley, Professor SM Best, Professor RE Cameron, Mrs A Cook (Acting Secretary), Dr C Ducati, Professor GF Gilmore (Chairman), Dr FM Grosche, Professor CA Haniff, Dr R Jack (Observer – Mathematics), Dr HRN Jones, Dr J Keeler, Prof P Midgley, Dr W Nolan, Professor MA Parker and Professor T Wilkinson (Observer – Engineering)

Apologies were received from: Dr J Barker, Dr J Bellingham (Observer – Schools of Physical Sciences), Professor MJ Duer, Professor RG McMahon, Dr J Richer, Ms ME Tong, Dr D Al-Attar (Observer – Earth Sciences and Geography) and Mr G Umbrasunas

### MINUTES

#### Unreserved Business

18601 **Minutes**

The minutes of the meeting held on 15 June 2018 were approved.

18602 **Matters arising from the minutes**

There were no matters arising.

18603 **Election of the Chairman of the Faculty Board for 2019**

The Board approved the nomination for Professor Gilmore to serve as Chairman of the Faculty Board for the calendar year 2019 and to continue as the Board's member of the Council of the School of Physical Sciences. Professor Gilmore was thanked for his services to the Board for the past 10 years.

18604 **Nominations for a member of the Faculty Board in class (b)**

The Board agreed the names of Dr R Batley, Mrs A Cook (Acting Secretary of the Faculty Board) and Dr HRN Jones to be put forward to the Council's General Board. In addition, the Board approved Professor S Jackson to cover Professor MJ Duer's sabbatical leave.

\*18605 **Co-option of members of the Faculty Board in class (d)**

The Board approved the co-opted members for calendar year 2019 nominations for Dr C Ducati, Mrs A Cook and Dr HRN Jones and will approve the nominations after confirmation of the Council appointment in class (b) as detailed above.

\*18606 **Membership of other committees**

The Board approved the nomination of the following committee members to continue from 1 January 2019 to 31 December 2019:

- i. Faculty Appointments Committee  
In class (c) Mrs A Cook

The Board discussed the apparent confusion with the changes to the University's appointments process for academic staff and asked for clarification. The Board will be updated at its next meeting.

18607 **Observers on other Faculty Boards**

The Board appointed to the following Observers to serve on the Faculty Board for 2019:

Biology	Professor S Jackson (MJ Duer sabbatical cover)
Earth Sciences and Geography	Mrs A Cook
Engineering	Dr P Barker
Mathematics	Professor C Haniff

18608 **Students' issues**

\*i. Student Elections 2018

The Board noted elections for the student members will be held on Thursday, **22 November 2018**, with nominations closing a week earlier, on 15 November.

ii Lecture Capture

The Board noted the University's ambitions for rollout of lecture capture technology.

\*iii Part II/III progression review

Professor Gilmore discussed the current process and highlighted the confusion and inconsistency in how this is currently managed across various parts of the University. The Board agreed that a review of the current process is needed and asked Professor Gilmore to bring a proposal paper to the next meeting.

\*iv Student Representation Review 2018-19

The General Board's Education Committee, the Students Union and the Graduate Union are undertaking a wide-ranging survey of student representation during this academic year. The student representatives were asked to complete the survey on behalf of the Board by the end of the Michaelmas Term.

18609 **Consultation on Discussions**

The Board noted the invitation to comment on the University's consultation on Discussions. The Board welcomed the streamlining of this process and the Chair would write a response to this effect on behalf of the Board. Members were also encouraged to respond individually should they wish.

**Any other business**

There was one item of further business:

i) The issue of procurement within the University was raised by a student representative. It was stated that a 15-17 week delay in setting up a new supplier had negatively impacted a project timescale and a discussion with other similar experiences followed. The student representative was encouraged to contact their department's Finance officer and the Board agreed to write to the Finance Manager of the School of Physical Sciences on behalf of the Faculty's student community.

There was no further business.