

**FACULTY BOARD OF PHYSICS AND CHEMISTRY**

A meeting was held on Friday 23 March 2012 in the Hoyle Committee Room, Institute of Astronomy.

There were present: Professor GF Gilmore (Chairman), Mrs VR Bennett (Secretary), Professor SM Best, Dr C Ducati, Professor D Frenkel, Professor AL Greer, Mr RAC Hay, Ms J Hlavacek-Larrondo, Dr HRN Jones, Dr W Nolan, Dr JM Riley, Professor D Ritchie, Professor WJ Stirling Professor M Thomson

Apologies were received from: Professor C Abell, Professor GT Burstein, Dr MJ Duer, Professor PC Hewett, and Mr V Oleinikovas

MINUTES**Unreserved Business**

- 12301 **Minutes**
The minutes of the meeting held on 24 February 2011 were approved.
- 12302 **Matters arising from the minutes**
There were none.
- *12303 **Policy on transcribing illegible scripts**
The Board received for information, as paper FB/12303, a copy of the current Guidance Note for Transcribing Illegible Scripts, received from the Board of Exams for comment. The guidance note had already been circulated to Departments within the Faculty for response in time for the Board of Exams' meeting on 5 March. No Departments had any points they wished to raise.
- 12304 **Students' issues**
There were none.
- 12305 **Any other business**
There was none.

Date of next meeting: Friday, 27 April 2012 at 14:15