

**ACH Faculty Board**

**Minutes of the fourth meeting of the Architecture, Computing and Humanities Faculty Board in the 2013-14 academic session, on Wednesday 18th June 2014 at 10:00 at Hamilton House**

**Present:** Judith Burnett (JB), PVC (Chair)

Alessandro Benati (AB), Director of CAROLE

Christopher Bailey (CB), Director of R&E

Cos Ierotheou (CI), SL Innovation in Learning and Achievement

Corine Delage (CD), SL in Student Experience

David Isaac (DI), Faculty Mentoring Officer

Lachlan Mackinnon (LM), HoD CIS

Neil Spiller (NS), DPVC

Richard Morin (RM), FOO

Sarah Greer (SG), DPVC

Sarah Morgan (SM), Collaborative Partner Rep. Hadlow College

William Davies (WD), PL Rep Law

**13.4.1 Apologies for Absence**

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| Christopher Bellamy  Tony Mann  Kevin Parrott  Nickie Hirst  Sandra Clarke  June Balshaw  Zoe Petit  Greg Sporton  Liz Bacon | Ed Galea  Nadarajah Ramesh  Mark Mulville  Noel-Ann Bradshaw  Stuart Allen  Steven Haines  Andrew Kao  Nic Clear |

*The PVC welcomed the group to the fourth meeting of the Faculty Board.*

**13.4.2 Minutes of the Previous Meeting**

The minutes of the previous meeting were agreed as an accurate record.

**13.4.3 Matters arising from the Minutes**

Actions from the previous meeting were reviewed and updated.

**13.4.4 Chairs Report – Founding the Faculty**

JB covered the overview of the Faculty, updating the group on the progress made over the past year, including the formation of the Centre for Applied Research and Outreach in Language Education and The Greenwich Maths Centre, the appointment of Senior Leads and the governance of the SMT. JB formally thanked the Faculty staff for all of their hard work.

The board agreed that the Faculty has been founded.

**13.4.5 Review Groups**

**5.1 Research and Enterprise Review Group**

NS reported on the R&E review group. The review group has two sub committees; the Research Committee, Chaired and Deputy Chaired by Keith Jones and Gregory Sporton, respectively (Keith Jones has now left the University) and the Enterprise Committee, Chaired and Deputy Chaired by Christopher Bailey and Phil Clipsham, respectively.

NS will present an implementation plan and the final report for the R&E review at the next SMT. Much of this will focus on the Faculty’s new Enterprise Innovation Centre which will be the primary contributor to the Faculty’s HEIF bid.

NS notes that the group are currently in the progress of appointing a Director of Enterprise for the Faculty.

Mentoring is to be put in place for all members of research staff no matter what level they are at. DI is currently writing a paper for this, for both departments as well as centres.

NS noted that the Faculty performed well in acquiring VC Scholarships.

Growing research activity in the Faculty will be primarily through Grand Challenge pro-activity.

Postgraduate student experience questionnaire did not provide good results. It was noted that a Faculty Postgraduate Strategy is being developed.

CD suggests that more opportunities for PG students to socialise (such as meeting areas and forums) would help improve student experience. NS responds that the proposed staff common room could also be opened up to PG students. He also notes that Stockwell Street will have numerous social spaces. DI suggests inter-departmental gatherings.

CB asked whether the Enterprise Innovation Centre will have a physical space, and if so, that it should share the space with the CPD which does not currently have a physical location.

HoDs may not have been involved in the REF leadership group at the time. It is further noted that the HoD roles include a greater responsibility for leadership of research and enterprise than was previously the case.

AB raises that there needs to be cross discipline work at both departmental and faculty level and NS added that research groups are not to be purely associated with individual departments.

**5.2 Technical Review Report**

RM reports that the tech review paper was approved at the last SMT. Key points:

* Restructuring team to support the Faculty
* The consultation starts on Monday 23rd June and lasts for 2 weeks
* There will be little reshuffling and most staff will retain the same role or very similar
* The consultation will allow for recommendations on how the support team can run effectively

RM notes that there has been trouble finding a new Head of Technical Services and that an external candidate will start in 1-3 months based on notice periods.

**13.4.6 Portfolio Development**

**6.1 For Approval**

**New programme**: LLB (Hons) Law Senior Status

WD explains that this 2 year programme would be primarily, but not exclusively, aimed at Canadian. It covers all elements required to become a solicitor or a barrister. It is effectively the standard LLB Law programme but with year 2 entry.

The group approved the programme in principle.

**New partner**: Rushmore Business School (Mauritius)

JB says this is a submission by Built Environment. Mauritius has a small population but their government is looking for more degree programmes with an aim to become a higher education hub in the Indian Ocean. SG notes that Law could also benefit from the partnership. CD notes that it would be wise to consider English language capabilities of students. CI notes that the initial proposal was touch and go with APC due to student numbers and market saturation. LM notes that Mauritius has state funded degrees and that UoG programmes would be aimed at those unable to acquire the state funding. CI notes that the January 15th start date is not realistic.

The group approved the submission.

**6.2 Approved at SMT/Chairs Actioned**

The submissions were acknowledged.

**13.4.7 Recruitment and Marketing**

JB verbal report. The Faculty is up on applications although the portfolio is varying (some up very high, some down). Conversion is also going well. Although the message is that numbers are up, the Faculty should be cautious not take this for granted and become complacent. SG asked what happens if another Faculty is down in their numbers, does ACH have to compensate to meet University targets? JB said that the wider strategy will be discussed at the SMT.

LM notes that in previous years, Engineering have created courses within the CIS domain to target the same student audience. An example of this is Business Info Tech.

**ACTION: Make sure clearing teams are knowledgeable about financial and funding issues as well as programme information.**

**13.4.8 Health and Safety**

JB notes that Stockwell Street is the main concern with regards to H&S but that it is being project managed well.

**13.4.9 Faculty Student Experience Committee**

**9.1 Minutes from the 19th March Meeting**

The minutes were reviewed and no issues were raised.

**9.2 ‘You Said We Did It’ – Proposal from SU**

CD explained that this proposal is to show to students that their feedback is taken and acted upon. This is to be included in documents such as course handbooks, saying what has changed due to their feedback.

SG noted that external examiner reports are also available to students.

**13.4.10 Any other business**

No items raised.

**13.4.11 Date and Time of next meeting**

15th October 2014, 10:00, QA063

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