Draft Note of Meeting held on 10 May 2011

John, this goes into alphabetic order once it’s loaded onto the EDRMS system

Present: Professor J Chapman (Convener and Head of College), Professor J Sventek, Professor R Hill, Dr L Love, Professor P O’Donnell, Professor DA Watt, Professor R Stamps, Professor S Wheeler, Dr A Owen, Dr C Persano, Dr J Sharp, Professor M Cusack, M Lee, Dr I Allison, Mrs H Border, Professor DM Titterington, Dr H Senn, Dr M Skippen, Dr D Diver, Dr J Courtial, Mrs P Duncan, Mr V Mcaulay, Mrs D Goldie, Professor S Clark, Dr G Duckett, Professor J Cooper, Professor M Calder, Professor D Fearn, Professor S Rowan, Professor J Hough, Mrs T Galabova, Professor N Hill.

Attending: Mrs J Ross (Clerk)

Professor Chapman welcomed everyone to the second College of Science & Engineering Council meeting.


Professor Hough outlined the role of the Scottish Science Advisory Council (SSAC) as Scotland’s highest level science advisory body, providing independent advice and recommendations on science strategy, policy and priorities to the Scottish Government. Advice is available on a broad range of scientific issues and science-related policies that will assist in the growth of the Scottish economy and raise quality of life and to further enhance Scotland as a science nation. Membership of the Council has been drawn from across the science, business and academic communities to provide a broad range of expertise and experience in science-related matters. The SSAC is co-chaired by Professor Anne Glover and Mr Ian Ritchie.

Further details on the SSAC are available from either Professor Jim Hough James.Hough@glasgow.ac.uk or Professor Marian Scott Marian.Scott@glasgow.ac.uk or you can contact SSAC directly as per the information below.

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The website can be found at the following address: http://www.scottishscience.org.uk/
SECC/2010/10. College business

Professor Chapman reported on progress within the College since the first meeting in November 2010 as follows.

SECC/2010/10.1 College budget

Professor Chapman reported that the 2011/12 budget for the College had been approved by the Principal and will be presented to Court in May for ratification. He thanked Heads of Schools and their teams for their input to this exercise, observing that, broadly speaking, the non-pay budget would be similar to that in the previous year.

Uncertainty in the financial climate beyond 2011/12 will result in restricted opportunities for external sources of funding. The College is attempting to ameliorate this by engaging proactively with Research Councils, most notably STFC and EPSRC. The new SNP government’s higher education policy may also present opportunities and the University will monitor this situation, lobbying as required.

SECC/2010/10.2 Leadership appointments

The new leadership posts within the College are now advancing and short-listed candidates will be interviewed in the period between May and July. Professor Chapman reiterated that only excellent candidates will be appointed.

SECC/2010/10.3 Internationalisation

One of the key College aims is to increase the international population by more than 600 students, modestly exceeding the target set by the University. The College is confident that this is a realistic target and will include the delivery of programmes overseas, the rationalisation of current undergraduate and postgraduate courses, and a new suite of largely vocational ‘hub and spoke’ taught programmes constructed from existing courses. This multi-level approach provides a sound basis for achieving the College’s targets. Professor Chapman extended his thanks to everyone who had been involved in developing and refining these new programmes.

Details of existing and potential partnership opportunities with overseas institutions were discussed, with particular emphasis on the Singapore Institute of Technology (SIT) which represents a major strand of the College’s projected international student growth. Professors Chapman and Marsh are travelling to Singapore in June to interview candidates for positions at GU Singapore.

SECC/2010/10.4 Voluntary Severance and Early Retirement (VSER)

The University and College are in Phase 1 of the VSER scheme. Applications received within the College are evenly split between academic and support staff. Where business cases are compelling, some new or replacement appointments may be approved.
SECC/2010/10.5 Student Lifecycle Project (SLP)

The Student Lifecycle Project (SLP) will go live in August 2011 and should lead to a major improvement in handling student data. There will be a tailored demonstration for the College on 8th June at 1400 hours on Level 5 of the Sir Alwyn Williams Building. Additional dates for ‘open’ demonstrations will be announced by the SLP team.

SECC/2010/10.6 Who’s who

The College’s photographic ‘who’s who’ can be found at: www.glasgow.ac.uk/colleges/scienceengineering/aboutus/whoswho/

SECC/2010/10.7 Head of School

Professor Chapman took the opportunity to thank Professor Trevor Hoey for his valuable support to the College over the past year as Head of School for Geographical & Earth Sciences (and previously as Head of Department) and welcomed Professor Cusack in her new role as Head of School from 1st August 2011. He extended his thanks to her for acting as College International Lead over the past year, a role which she will demit on 31st July 2011.

Professor Chapman’s full presentation can be found on the College intranet at: www.glasgow.ac.uk/colleges/scienceengineering/information/staff/resources/

SECC/2010/11. Research matters

Professor Calder, Dean of Research, reported on recent College research activities as follows.

SECC/2010/11.1 Research Excellence Framework (REF)

Preparations for the REF should focus on high quality publications; quality not quantity. Professor Calder strongly urged academic colleagues to aim as high as possible publishing, where possible, in the very best peer reviewed journals. The REF assessment will have a direct impact on future funding.

SECC/2010/11.2 College research fund

The College awarded 12 grants from its investment fund and 3 travel grants for EU funding events. Eighteen international summer internships were also awarded benefiting all Schools.
SECC/2010/11.3 Knowledge Transfer Account (KTA)

Support is available to ensure that EPSRC-funded research is exploited to maximum effect with the aim that any research results produced might benefit the UK economy and society. Further information is available at:

www.glasgow.ac.uk/colleges/scienceengineering/research/knowledgetransferaccount/

SECC/2010/11.4 Research and Knowledge Transfer Strategy Committee

Meetings of the Research & Knowledge Transfer Strategy Committee are held monthly. This month’s meeting would focus on web pages, research fliers, and publicity; future meetings will focus on how to develop impact narratives for the REF. All committee minutes are available at:

www.gla.ac.uk/colleges/scienceengineering/staff/committees/researchandknowledgetransfer/

SECC/2010/11.5 Research applications

The importance of applying for research funding was emphasised. School Research Conveners monitor applications regularly, and compare figures year on year and quarter by quarter. Colleagues are also encouraged to influence research funders and sponsors research agendas if the opportunity presents itself. To that end recent Research Council visits have included: Dave Delpy and Lesley Thompson (EPSRC) on 1st April 2011; and a team of colleagues from STFC on 16th May 2011.

It was agreed that Professor Calder should provide a written report for future meetings of the College Council.

Action: Professor Muffy Calder

SECC/2010/12. Graduate studies

Professor Cooper, Dean of Graduate Studies, reported on progress within the College Graduate School, including its functions.

SECC/2010/12.1 Postgraduate student representation

Postgraduate student representatives have been appointed from each School, and, though they do not sit on the Graduate School Board, they have significant input into the agenda.

SECC/2010/12.2 Mobility

A budget has been created within the College for postgraduate student mobility which will enable PhD students to travel and collaborate internationally for periods of up to 4 months. An application procedure for this has been added to the Graduate School web pages:

www.gla.ac.uk/colleges/scienceengineering/information/students/travelawardsandstudentmobility/
The web portal for the Graduate School has been divided into two distinct areas: the first for applicants and prospective students and the second for current students. The latter is housed within the University’s secure intranet. The URL is www.glasgow.ac.uk/colleges/scienceengineering/graduateschool/

The web site hosts lots of valuable information, including the College postgraduate research brochure, details of postgraduate taught programmes – listed by subject and theme – and University and College Codes of Practice. A College version of the PGR Code of Practice will be published shortly and describes the harmonization of the student experience across the College.

The College has been awarded two Scottish Overseas Research Student Awards Scheme (SORSAS) scholarships. A further 9 College scholarships have been awarded (from 70 applications) and a budget has been agreed which will enable this scheme to continue both in the short and medium-term. Eighteen industrial scholarships have been established whereby academics have agreements with selected industrial partners and the School and College have provided matched funding. This has generated an income of approximately £500K in industrial funding to the College. A further 9 industrial projects were funded through the CTA award in 2010. In total 27 new industrial projects initiated by members of the College have been supported through the Graduate School.

In order to promote the excellence agenda, supervisors were advised to contact Professor Cooper direct should they have a particularly strong candidate without secured funding.

Professor Cooper reported that an EPSRC DTA allocation circa £1.7 million had been received. The award letter highlights a number of conditions and opportunities, including up to:

(i) 10% of the award may be used to support EPSRC doctoral prizes (formerly PhD Plus) which allow an additional 12 months of additional funding to support early career researchers;
(ii) 15 vacation bursaries per year can be funded for undergraduate students to gain first-hand experience of research;
(iii) 10% of the funding may be used to support the very best students whether international or otherwise.
Funding for Personal Skills Training (formerly Roberts) is embedded within the fees for PGRs (£200 per student). From this award EPSRC have set a target to convert 10% of funding into CASE awards.

**SECC/2010/12.6 Graduate School review**

The Deans of Graduate Studies from the four Colleges had been asked to review their sister Graduate Schools to evaluate the effective operation of the new structures. The review will assess aspects of best practice developed in other Colleges with a view to spreading this across the University.

Professor Cooper’s full report to the College Council is available at: [https://frontdoor.spa.gla.ac.uk/commdoc/cscieng/SECC/Agenda/agenda_2011-05-10.htm](https://frontdoor.spa.gla.ac.uk/commdoc/cscieng/SECC/Agenda/agenda_2011-05-10.htm)

**SECC/2010/13. Learning and teaching matters**

**SECC/2010/13.1 SRC Prizes for Excellent Teachers**

The ‘SRC Prizes for Excellent Teachers’ took place on 22\textsuperscript{nd} March 2011 and illustrated the benefits of positive engagement between students and staff. There were 8 categories of awards and the “Best Teacher” category had a sub-category for every College with three members of staff from each College typically short-listed for an award. Peter Sneddon (Physics & Astronomy) was awarded ‘Best Teacher in Science & Engineering’ and Derek Fabel (Geographical & Earth Sciences) was awarded ‘Best Research Supervisor in Science & Engineering’. Congratulations to both.

Full details of the awards are available at: [http://glasgowstudent.net/events/pets/2011awards/](http://glasgowstudent.net/events/pets/2011awards/)

**SECC/2010/13.2 Efficiency in teaching provision**

A major focus for the current year has been to improve the efficiency of the College’s teaching provision against a background of reduced Scottish Funding Council (SFC) income. The teaching efficiency challenge has been embraced by Schools, though progress has been constrained by restructuring, the Student Lifecycle Project, advising and the development of new postgraduate taught programmes.

**SECC/2010/13.3 Intelligent Character Recognition (ICR)**

Planning for provision of ICR scanning across the College is being developed by a working group led by Professor Fearn.
SECC/2010/13.4 Student Lifecycle Project (SLP)

SLP is conducting a pilot project with Science students entering in September 2011. Students will be given early access (in July) to register for courses. The College office will ensure that there is a core administrative team overseeing the pilot and providing support as necessary.

SECC/2010/13.5 Funding for teaching initiatives

Funds are available to support initiatives relating to College learning and teaching strategic aims to include efficiency and development of new programmes attractive to overseas students and overseas recruitment. Bids of up to £2000 are approved by Professor Fearn (bids over £2000 are considered jointly by the College Deans and International Lead). Two bids have been approved: £6,000 to support development of the Astrophysics MSc and £200 to support development of exchange links in Psychology. Funding under this initiative must be spent by 31 July 2011.

SECC/2010/13.6 Recruitment

The recruitment and marketing strategy is twofold.

(i) *Home/EU undergraduate* - fill funded places with well-qualified applicants. This will involve local activities such as Open Days, Applicants' Visit Day, outreach activities to schools, and include oversight of the admissions policy;

(ii) *International* - primarily postgraduate taught but including significant undergraduate and study abroad activity. A particular subset of this will involve partnerships, requiring a different emphasis.

SECC/2010/13.7 Admissions

Analysis by RIO of the unconditional and conditional offers made on applications received by the mid-January deadline showed that the College had 884 predicted admissions in Science [target 975] and 246 in Engineering [target 290]. Unconditional offers had been made to those with AAAB at Higher (AAAA for Psychology); those just failing to achieve this were put into the ‘gathered field’ from which a number of offers were made, aimed at closing the gap between the predicted admissions and the targets.

SECC/2010/13.8 Retention

Year one retention figures for 2010/11: are 91.6% for Science and 84.8% for Engineering. These figures are up marginally on the figures for 2009/10 (91.3% and 84.7%) and these in turn are an improvement on the figures for 2008/09 (87.4% and 80.8%). The target for the College is 94% retention. The retention rate across the
University as a whole for 2010/11 is 92.2%, which is up marginally from 91.0% in 2009/10 and 89.2% 2008/09.

**SECC/2010/13.9 Board of Studies**

Professor Fearn wished to thank Pat Duncan and Paula McEwan for collating, preparing and organizing the high volume of paperwork for the College Board of Studies.

Professor Fearn’s full report to the College Council is available at: [https://frontdoor.spa.gla.ac.uk/commdoc/cscieng/SECC/Agenda/agenda_2011-05-10.htm](https://frontdoor.spa.gla.ac.uk/commdoc/cscieng/SECC/Agenda/agenda_2011-05-10.htm)

**SECC/2010/14. Internationalisation**

**SECC/2010/14.1 Internationalisation and websites**

To encourage internationalisation, RIO will monitor web site usage and analyse whether this plays a role in conversion rates.

**SECC/2010/14.2 International Student Barometer (ISB)**

Professor Cusack reported that Glasgow was top of the Russell Group for international student support.

**SECC/2010/14.3 Priority partners**

Priority partners for internationalization were identified for active engagement and development. Professor Cusack explained that information relating to priority partners was dynamic and would require frequent updating.

Professor Cusack’s full report to the College Council is available at: [https://frontdoor.spa.gla.ac.uk/commdoc/cscieng/SECC/Agenda/agenda_2011-05-10.htm](https://frontdoor.spa.gla.ac.uk/commdoc/cscieng/SECC/Agenda/agenda_2011-05-10.htm)

**SECC/2010/15. Honorary appointments**

The Council noted the list of honorary appointments to the College for the period 24 November 2010 to 10 May 2011.

**SECC/2010/16. College ‘Green’ Champion**

Professor Chapman introduced Dr Johannes Courtial to the College as the College’s ‘green’ champion. Dr Courtial reported that he would inform Council of the College’s proposed carbon reduction plan in relation to legislative frameworks and would prepare a brief paper for the next meeting of Council.

*Action: Dr Johannes Courtial*

**SECC/2010/17. Date of Next Meeting**
The College Council will meet as follows in Session 2011-12: Wednesday 23rd November 2011 and Wednesday 23rd May 2012 at 15.00hrs (venue to be confirmed)