

# UNIVERSITY OF WARWICK

## Board of the Faculty of Social Studies

There will be a meeting of the Board of the Faculty of Social Studies at 10:00 a.m. on Wednesday 8<sup>th</sup> November, 2006 in the Council Chamber, University House.

C E Charlton  
University Secretary

**Note: Questions on agenda items or apologies for this meeting should be directed to the Secretary of the Board, Nick Hull: [nick.hull@warwick.ac.uk](mailto:nick.hull@warwick.ac.uk).**

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## AGENDA

### 1. Terms of Reference

#### TO REPORT:

That paragraph (4) of Statute 21 states that the Board of each Faculty will have the following powers and functions:

- (a) To regulate, subject to these Statutes and Ordinances and Regulations and to review by the Senate, the teaching, research, curricula and examinations in the subjects prescribed for the Faculty.
- (b) To recommend to the Senate examiners for appointment.
- (c) To make recommendations to the Senate for the award of Degrees (other than Honorary Degrees), Diplomas, Certificates and other distinctions in the subjects prescribed for the Faculty.
- (d) To recommend to the Senate Sub-Faculties and Departments to be constituted by the Council.
- (e) To delegate to the Sub-Faculties such matters as are deemed appropriate.
- (f) To appoint members of the Board of the Faculty to be members of the Senate as provided for under Statute 19.
- (g) To discharge such other functions as the Senate may from time to time determine.

### 2. Membership 2006/07

#### TO RECEIVE:

The membership for the Board of the Faculty of Social Studies for 2006/07 (and its sub-committees), paper BFSS.1/06-07 (copy attached), noting that the election for a

postgraduate student representative had been inquorate and that the Students' Union Council would shortly meet to co-opt a representative.

TO REPORT:

That one further representative was required from the Warwick Business School on the Graduate Appeals Committee Panel.

TO CONSIDER

- (a) A proposal from the Centre for English Language Teacher Education to increase their representation on the Faculty Board from one to two persons, noting that one member should normally be the Director of the Centre and that this increased membership be more representative of the size of the Centre.
- (b) Revisions to University Ordinance 7 (paper BFSS.2/06-07, copy attached) as follows:
  - (i) to delete the separate reference to the Centre for Race and Ethnic Relations, noting that this Centre was now a part of the School of Health and Social Studies;
  - (ii) to delete reference to the Centre for Primary Health Care Studies noting that the Centre was now established within the Faculty of Medicine;
  - (iii) to note that two of the five members which may be co-opted by the Board be the Director of the Centre for Lifelong Learning and Chair of the Faculty IT Committee;
  - (iv) that, in the event that the Board approves the proposal under (a), above, an amendment to reflect the increased representation of the Centre for English Language Teacher Education.

3. Minutes

TO CONSIDER:

The Minutes of the meeting of the Board held on the 24<sup>th</sup> May, 2006, (copy attached).

4. Chair's Action

TO REPORT:

That the Chair, acting on behalf of the Board, had recommended to the Senate a proposal from the Department of Economics to formally dis-establish the Warwick Centre for Public Economics.

5. Chair's Business

TO RECEIVE:

(a) 'Burgess Group' Consultation

An oral report from the Chair regarding the consideration given by the Academic Quality and Standards Committee to the Burgess Group Consultation Paper "Measuring and Recording Student Achievement" at its meeting held on 25<sup>th</sup> October 2006, noting that this topic will be discussed further at the Faculty Lunch to be held on the 22<sup>nd</sup> November 2006.

(b) National Student Survey

An oral report from the Chair regarding the outcome of the National Student Survey 2006.

(c) Security Issues in the Social Studies Building

An oral report from the Chair regarding matters of security in the Social Studies Building.

(d) Report from Steering Committee

An oral report from the Chair updating the Board on recent discussions which have taken place at Steering Committee.

6. The Role of the International Office and the Faculty (minute 36/05-06 refers)

TO REPORT:

That at the last meeting of the Board, held on 24<sup>th</sup> May 2006, a paper from the Deputy Chair regarding the international strategies currently in place in the departments of the Faculty was considered and it was resolved that:

(a) That the Board express its thanks to Professor Harris for her research and presentation;

(b) That the Board welcomed the developed of a Faculty-wide International Strategy provided that it was not prescriptive and that such a Strategy fitted with the developing University-wide Strategy;

(c) That the Director of the International Office should clarify the role of that Office in terms of the development of an International Strategy for research and where the boundaries between the International Office and Research Support Services lie in this regard;

(d) That the Director of the International Office consider enhancing the University's reputation and activities in Europe, paying particular attention to the European Union Framework 7 initiatives;

(e) That the Director of the International Office consider the development of thematic or regional strategies rather than those based solely in one country, it being noted that the Board considered a network of individuals with a common interest may develop organically regardless of location;

- (f) That the Faculty Research Committee in future include a discussion of international issues as a standing item on each of its agenda;
- (g) That the Faculty consider further, through its Research Committee in the first instance, the establishment of a multi-disciplinary Centre for European Studies, or a "Europe Forum", it being noted that the Board had no appetite for the establishment of an International Strategy sub-committee.

TO CONSIDER:

An oral report and presentation from the Director of the International Office on the role of the International Office with respect to the Faculty on issues of student recruitment and research.

7. Elections to University committees for the 2006/07 Academic Year

TO CONSIDER:

A revised paper (BFSS.25/05-06 [revised], copy attached), setting out the nominees from the Faculty to University committees for 2006/07, noting:

- (a) that two nominees were still required to represent the Faculty on the Campus Life committee;
- (b) that one nominee was still required to represent the Faculty on the Faculty of Arts Undergraduate Studies Committee (noting that this could not be a member of Undergraduate Studies Committee of the Faculty of Social Studies due to the scheduling of the meetings at the same time).

8. Report from the Faculty Research Committee

TO RECEIVE:

- (a) The minutes of the Faculty Research Committee meeting held on 25<sup>th</sup> October 2006 2006, paper BFSS.3/06-07 (copy attached).
- (b) A summary of the Vice-Chancellor's address to the Committee, paper BFSS.4/06-07 (copy attached).

9. Report from the Faculty Undergraduate Studies Committee

TO RECEIVE:

The *unconfirmed* minutes of the Faculty Undergraduate Studies Committee meeting held on 18<sup>th</sup> October, 2006, paper BFSS.5/06-07 (copy attached).

10. Report from the Faculty Graduate Studies Committee

TO RECEIVE:

The minutes of the Faculty Graduate Studies Committee meeting held on 24<sup>th</sup> October, 2006, paper BFSS.6/06-07 (copy attached).

11. Report from the Faculty IT Committee

TO RECEIVE:

The minutes of the Faculty IT Committee meeting held on 1<sup>st</sup> November 2006, paper BFSS.7/06-07 (to follow).

12. Report from the Faculty Advisory Board

TO REPORT:

- (a) That the membership of the Faculty Advisory Board for 2006/07 is set out in paper BFSS.8/06-07 (copy attached).
- (b) That academic departments be requested to nominate additional external members who may be put forward for invitation to join the Faculty Advisory Board.

13. Annual Course Reviews

TO REPORT:

- (a) That Annual Course Review reports (ACRs) for undergraduate courses in the Faculty are to be submitted to the Assistant Secretary by 1<sup>st</sup> December 2006, and for postgraduate taught and research courses by 2<sup>nd</sup> January 2007, for consideration at the Spring Term meetings of the relevant Faculty sub-committee alongside a composite report to be drafted by the secretariat.
- (b) That, to ease the burden on departments in terms of providing quantitative data to inform the Annual Course Review, departments are reminded that they may submit a copy of the appropriate 'departmental profile' and other relevant page(s) from the 2005 edition of Academic Statistics ([go.warwick.ac.uk/academicstatistics](http://go.warwick.ac.uk/academicstatistics)), noting that the project to pre-populate this data was still in its infancy.

14. Academic Satisfaction Review

TO REPORT:

That, due to a heavy agenda this term, the Faculty Graduate Studies Committee was unable to consider the report of the Postgraduate Academic Satisfaction Review.

TO CONSIDER:

- (a) The 2006 Academic Satisfaction Review: the postgraduate taught experience, paper BFSS.9/06-07 (copy attached);
- (b) The 2006 Academic Satisfaction Review: the postgraduate research experience, paper BFSS.10/06-07 (copy attached);

15. Voluntary Year Out for Work Experience

TO REPORT:

That the Academic Quality and Standards Committee, at its meeting held on 25<sup>th</sup> October 2006, recommended that the proposal to allow undergraduate students on courses without an intercalated year to take a voluntary year out for work experience be approved, along with associated Guidelines for Heads of Department, application form and report form, as set out in paper AQSC 2/06-07 (copy attached), subject to minor amendments noted at the meeting of the Committee.

16. Appointment of Directors of Research Centres in the Faculty

TO CONSIDER:

A report from the Senior Assistant Registrar (Governance) regarding the appointment/nomination of Directors of Research Centres in the Faculty (paper BFSS.11/06-07, copy attached).

17. Any Other Business

18. Next Meeting

TO REPORT:

That the next meeting of the Board will be held on 14<sup>th</sup> February 2007 and that the Summer term meeting will be held on 30<sup>th</sup> May 2007.