

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 10am on Wednesday 28<sup>th</sup> May 2008 in the Council Chamber, University House.

J F Baldwin  
Registrar

Note: Questions on agendum items or apologies for this meeting should be directed to the Secretary of the Board, Alison Backhouse: [Alison.Backhouse@warwick.ac.uk](mailto:Alison.Backhouse@warwick.ac.uk).

---

AGENDA

1. Minutes

TO CONSIDER:

The minutes of the meeting held on 13<sup>th</sup> February 2008.

2. Matters Arising

(a) Institutional Digital Repository (minute BFSS.23/07-08 refers)

TO REPORT:

- (i) That in relation to the establishment, by the University Library, of an institutional digital repository for the University, the Secretary to the Board had ascertained that the Steering Committee, at its meeting held on 22<sup>nd</sup> January 2007, resolved (minute SC.258/06-07 [*extract*])
  - (A) That the Steering Committee approve in principle the establishment of a Warwick institutional digital repository.
  - (B) That a compulsory approach to content deposit be implemented in the first instance, responsibility for the posting of content to be delegated to a nominated contact within each academic Department.
  - (C) That the proposal for the establishment of the Warwick institutional repository be incorporated into the Library Five-Year Plan for consideration in the University's annual financial and strategic planning process.
- (ii) That the project to develop an institutional repository, which is being led by the University Library in collaboration with IT Services and Research Support Services, is now live and accepting deposits of research publications, noting the following:
  - (A) The project is entitled 'The WRAP' (Warwick Research Archive Project);

- (B) The initial focus of the project is on journal articles and theses;
- (C) It is expected that coverage will be extended as the repository becomes established, with submissions being welcomed from all Warwick researchers;
- (D) Four Departments – Economics, History, Psychology and WMS - are participating in the first pilot phase, with further Departments being sought.
- (E) The Library has not yet evoked the mandate and designated Departmental contacts referred to in (i) (B) above in any discussions with Departments, noting that whilst it is helpful to have an institutional mandate in place, the mandate has not been publicised beyond the above minute, as the Library believes that there was a need to persuade researchers of the benefits in the first instance, rather than forcing them to submit.
- (F) Information about WRAP, contact details for WRAP project staff, and a link to a publication submission form, are at: <http://go.warwick.ac.uk/repositories>.

(b) Information Policy and Strategy Committee (minute BFSS.28/07-08 refers)

TO REPORT:

- (i) That at the last meeting of the Board of the Faculty of Social Studies it was resolved:
  - (A) That the issue of the use of external media for storing data currently held on the University system be referred to the University's Information Policy and Strategy Committee for urgent consideration.
  - (B) That the issue of the provision of support, by the University, for foreign language sets be referred to the University's Information Policy and Strategy Committee for urgent consideration, noting that the student software image was believed to be currently under review within the University.
- (ii) That the University's Information Policy and Strategy Committee, at its meeting held on 19<sup>th</sup> February 2008, resolved that (minute IPSC 18/07-08 (b) and (c)):
  - (A) That IT Services establish a policy for the use of external media for storing data currently held on the University system.
  - (B) That IT Services examine the issue of provision of support for foreign language sets and determine if a substantial policy was needed, noting that the facility was currently provided on an ad hoc basis on request.

3. Chair of the Board of the Faculty of Social Studies

TO REPORT:

That Professor Lindley has served one year in office to date as Chair of the Board of the Faculty of Social Studies, noting that University Statute 21 on the Faculties states that the Chair is eligible for reappointment.

TO CONSIDER:

The reappointment of Professor Lindley as Chair of the Board of the Faculty of Social Studies for the 2008/09 academic year.

4. Committee Membership and Nominations

(a) Board of the Faculty of Social Studies Committees

TO CONSIDER:

Elections to membership of the Board of the Faculty of Social Studies and its sub-committees for the academic year 2008-09, paper BFSS.20/07-08 (copy attached), together with a proposal for appointment to any vacancies in the Board's Committees to be approved by the Chair on behalf of the Board during the summer months.

(b) Other Committees

TO CONSIDER:

Nominations to membership of Senate committees and other committees for the 2008-09 Academic Year, paper BFSS.20/07-08, together with a proposal for appointment or recommendation to any vacancies in these Committees to be approved by the Chair on behalf of the Board during the summer months.

(c) Election of Board Members to the Senate

TO REPORT:

(i) That there are three vacancies for members of the Board of the Faculty of Social Studies to represent the Board on the Senate for the period from 1 August 2008 to 31 July 2011 arising from the resignation of Professor R Burridge and the end of the term of office of Professor Mark Harrison and Professor M Waterson.

(ii) That the continuing members of the Senate appointed by the Board of the Faculty of Social Studies are as follows:

Professor C Aubrey (2009)	Institute of Education
Professor P Edwards (2009)	Warwick Business School
Professor C Hughes (2010)	Sociology

TO CONSIDER:

In accordance with University Regulation 2.2 on Annual Elections, the election of three members of the Senate from the membership of the Board of the Faculty of Social Studies for 2008/09 to serve for the period from 1 August 2008

to 31 July 2011, noting that four of the six representatives appointed by the Board must be Professors and Heads of Departments.

5. Chair's Business

(a) Faculty Lunch

TO RECEIVE:

An oral report from the Chair of the Board on the next Faculty Lunch, which is scheduled to take place on Wednesday 11<sup>th</sup> June 2008 at 12.30pm (venue TBC).

(b) Social Studies or Social Sciences

TO CONSIDER:

The possibility that the name of the Faculty should be changed from the Faculty of Social *Studies* to the Faculty of Social *Sciences* and the manner in which this should be explored.

6. Items for Strategic Discussion

AQSC Working Group on Assessment Conventions

TO CONSIDER:

The final proposals from the AQSC Working Group on Assessment Conventions, which was set up to consider changes to marking conventions and conventions for classifying Honours degrees, paper AQSC.60/07-08 (copy attached).

7. Institutional Audit

TO CONSIDER:

A draft document containing key sections of the University's Institutional Briefing Paper, prepared by Professor K O'Brien (Senior Academic Coordinator for Audit and Enhancement) and Dr J Moss (Senior Assistant Registrar {Teaching Quality}), as part of preparations for the QAA Institutional Audit taking place during the Autumn Term 2008, paper BFSS.21/07-08 (to follow), noting that the completed document must be with QAA by 1 September 2008.

8. Strategic Departmental Review

TO REPORT:

- (a) That on 29<sup>th</sup> February the School of Law conducted a teaching-focussed Strategic Departmental Review day, noting that research-focussed days took place on 15<sup>th</sup> and 16<sup>th</sup> May 2008.
- (b) That the schedule of Strategic Departmental Reviews of departments in the Faculty of Social Studies for the next five years was as follows:
- (i) 2007-08
- School of Law
  - Department of Sociology (possibly 2008-09)

(i) 2008-09

- School of Health and Social Studies
- Department of Politics and International Studies
- Warwick Business School
- Department of Philosophy

TO RECEIVE:

An update on the Strategic Departmental Review process in relation to the Faculty of Social Studies, paper BFSS.22/07-08 (copy attached), including a schedule outlining when each department's review was scheduled to take place (paper BFSS.22/07-08 Annex A) as approved by the Senate, and provisional draft course lists for the departments which are scheduled to be reviewed (paper BFSS.22/07-08 Annexe B).

9. Faculty Research Forum

TO RECEIVE:

- (a) The minutes of the meeting of the Faculty Research Forum, which took place on 7<sup>th</sup> May 2008, paper BFSS.23/07-08 (copy attached).
- (b) An oral report from Professor S Rai on the Faculty Research Forum.

10. Faculty Forum on Teaching and Learning

TO RECEIVE:

- (a) The minutes of the meeting of the Faculty Forum on Teaching and Learning, which took place on Wednesday 5<sup>th</sup> March 2008, paper BFSS.24/07-08 (copy attached).
- (b) An oral report from Professor C Hughes on the Faculty Teaching Forum.

11. Undergraduate Studies Committee

TO RECEIVE:

The *unconfirmed* minutes of the meeting of the Faculty Undergraduate Studies Committee held on 7<sup>th</sup> May 2008, paper BFSS.25/07-08 (copy attached).

12. Graduate Studies Committee

TO RECEIVE:

The *unconfirmed* minutes of the meeting of the Faculty Graduate Studies Committee held on 13<sup>th</sup> May 2008, paper BFSS.26/07-08 (copy attached).

13. Annual Course Review Reports

TO CONSIDER:

Summary reports of the 2006-07 Annual Course Reviews for:

- (a) Undergraduate courses in the Faculty, paper UFSS.72/07-08 (copy attached);

- (b) Taught postgraduate courses in the Faculty, paper GFSS.200(a)/07-08 (copy attached);
- (c) Research postgraduate courses in the Faculty, paper GFSS.200(b)/07-08 (copy attached);

Noting that these reviews have been considered by the Undergraduate and Postgraduate Committees of the Faculty of Social Studies, the Board of Undergraduate Studies (in relation to undergraduate courses), the Board of Graduate Studies (in relation to postgraduate courses) and the Academic Quality and Standards Committee.

14. Faculty IT Committee

TO RECEIVE:

An oral report from the Chair of the Faculty IT Committee, Professor A Neal.

15. Faculty Advisory Board

TO REPORT:

That in the process of considering the appointment of a successor to the Chair of the Advisory Board, Ms J Hobson, whose term of office was due to expire at the end of the 2007-08 academic year, there was reflection on the purpose and operation of the Social Studies Advisory Board, including consultation with the Vice-Chancellor, the Chair of Council, the Chair of the Advisory Board and Heads of Department in the Faculty of Social Studies, following which it was agreed to propose to Council that the operation of the Board be placed in abeyance while considering alternative arrangements.

TO RECEIVE:

The letter from Professor Lindley to Faculty Advisory Board members, paper BFSS.27/07-08 (copy attached).

16. Centre for Applied Linguistics

TO REPORT:

That at its meeting held on 14<sup>th</sup> April 2008 the Steering Committee (minute SC.464/07-08 refers) considered a proposal from the 'Centre for English Language Teacher Education' to change its name to the 'Centre for Applied Linguistics' (SC.355/07-08) and resolved that the Steering Committee approve on behalf of the Senate the change of name from the Centre for English Language Teacher Education to the Centre for Applied Linguistics (with the sub-title Language, Culture and Pedagogy) with immediate effect.

TO CONSIDER:

The proposal for the 'Centre for English Language Teacher Education' to be renamed the 'Centre for Applied Linguistics', noting that the change of name would require the amendment of Ordinance 7 regarding the constitution of the Board of the Faculty of Social Studies, in order to take account of the new name.

17. Matters Relating to Faculty Research Centres

- (a) Centre for Ethics, Law and Public Affairs (minute BFSS.30/07-08 refers)

TO REPORT:

That the Senate, at its meeting held on 12<sup>th</sup> March 2008, considered a report from the meeting of the Board of the Faculty of Social Studies, held on 13 February 2008, together with an oral report from the Chair of the Board of the Faculty of Social Studies, and resolved that the proposal to establish a new University research centre entitled 'The Centre for Ethics, Law, and Public Affairs' be approved together with the proposed constitution of the Centre as set out in S.32/07-08.

- (b) Research Centre Constitutions

TO CONSIDER:

- (i) Proposed changes to Directors of research centres, paper BFSS 28/07-08, (copy attached);
- (ii) Proposed changes to the constitution of:
- (A) The Industrial Relations Research Unit, paper BFSS.29/07-08, (copy attached);
- (B) The Centre for the Study of Globalisation and Regionalisation, paper BFSS.30/07-08 (copy attached).

18. Board of Examiners' Conventions for Faculty First Year Board of Examiners

TO RECEIVE:

- (a) Social Studies departmental conventions for first year assessed courses and resit examinations (paper BFSS.31/07-08 (copy attached)).
- (b) Conventions of the First Year Board of Examiners for Social Studies, paper BFSS 58/03-04 reserved (revised) (copy attached).

19. Any Other Business

20. Date of the Next Meeting

TO REPORT:

That the next meeting of the committee will take place in the Autumn Term 2008, noting that the dates will be confirmed by the Deputy Registrar's Office during the summer months.