

UNIVERSITY OF WARWICK

Board of the Faculty of Social Sciences

There will be a meeting of the Board of the Faculty of Social Sciences at **2pm** on **Wednesday 13 February 2013** in room CMR 1.0 (formerly the Council Chamber), University House.

K Sloan
Registrar

Note: Committee papers can be accessed at <https://files.warwick.ac.uk/bfss/browse>. Questions on agenda items or apologies for this meeting should be directed to the Secretary to the Board, Martin Mik (m.mik@warwick.ac.uk).

2nd CIRCULATION A G E N D A

New items added since the first circulation agenda, additional papers and revised papers are highlighted in **bold**. We will work from the second circulation agenda at the meeting.

MATTERS FOR CONSIDERATION BY THE BOARD

1. Minutes

TO CONSIDER:

The minutes of the meeting of the Board held on 7 November 2012 (previously circulated).

2. Matters Arising

(a) **Teaching and Learning Review: Faculty Engagement (minute 5(b) & 6(b)/12-13, 34/11-12 refers)**

TO CONSIDER:

A paper from the Faculty ITLR Working Party setting out recommendations following the consideration of the ITLR Faculty Engagements outcomes for the Faculty of Social Sciences (paper BFSS.15/12-13, copy attached).

(b) Assessment and Feedback (minute 6(c)/12-13 refers)

TO RECEIVE:

A composite report on timeliness of feedback on assessment submitted in Autumn Term 2012 across the Faculty (paper BFSS.16/12-13, previously circulated).

(c) QAA Institutional Review 2013 (minute 9/12-13 refers)

TO RECEIVE:

- (i) Documents submitted to the QAA ahead of the 2013 QAA Institutional Review visit, noting that both documents are available to staff online at <http://warwick.ac.uk/quality/categories/institutionalreview/acdepts/>:
 - (A) Self-Evaluation Document (SED) (paper BFSS.13/12-13, previously circulated),
 - (B) Student Written Submission (SWS) (paper BFSS.14/12-13, previously circulated).
- (ii) An oral report from the Secretary on the progress of the 2013 QAA Review process and preparations.

3. Chair's Action

Membership (minute 2/12-13 refers)

(a) Graduate Studies Committee Membership

TO REPORT:

That the Chair of the Board, acting on its behalf, has taken action as follows:

- (i) To remove the representative of the School of Health and Social Studies from the membership of the Graduate Studies Committee of the Board of the Faculty of Social Sciences, noting that the School was disestablished at the end of January 2013;
- (ii) To appoint Professor G Wood to the membership of the Graduate Studies Committee of the Board of the Faculty of Social Sciences to represent Warwick Business School with immediate effect, replacing Professor N Piercy.

(b) Undergraduate Studies Committee Membership

TO REPORT:

That the Chair of the Board, acting on its behalf, has taken action as follows:

- (i) To appoint Dr W Curtis to the membership of the Undergraduate Studies Committee of the Board of the Faculty of Social Sciences to represent the Centre for Lifelong Learning with effect from January 2013, replacing Dr F McKay;
- (ii) To appoint Dr C Hoerl to the Chair of the Undergraduate Studies Committee of the Board of the Faculty of Social Sciences with effect from 18 January 2013, to replace Dr C Wright in the Chair for the rest of the academic year.

(c) Faculty Teaching and Learning Forum

TO REPORT:

That the Chair of the Board, acting on its behalf, has taken action to appoint Mr R Stannard (CAL) Convenor of the Faculty Teaching and Learning Forum for the academic year 2012/13.

(d) E-Learning Steering Group

TO REPORT:

That the Chair of the Board, acting on its behalf, has taken action to appoint Mr R Stannard (CAL) the second representative of the Faculty of Social Sciences on the E-Learning Steering Group for the academic year 2012/13.

4. Chair's Business

5. Future of Warwick Institute of Education

TO CONSIDER:

Proposals concerning the future of Warwick Institute of Education as set out in paper S.15/12-13 (revised), previously circulated.

6. Faculty Teaching and Learning Forum

TO REPORT:

That the next meeting of the Faculty Teaching and Learning Forum will take place on Tuesday 20 February 2013, 12.00-14.00, in the Social Sciences Lounge (room D2.04), WBS Social Sciences building, noting that the meeting will focus on the use of Moodle with presentation from members of staff from across the Faculty and ITS.

7. Faculty Research Forum

TO REPORT:

That the next meeting of the Faculty Research Forum will take place on Wednesday 27 February 2013, 1-2pm, in room S2.73, Social Sciences building.

8. Faculty of Social Sciences Teaching and Learning Showcase

TO REPORT:

That a Faculty of Social Sciences Teaching and Learning Showcase will take place on Wednesday 8 May 2013 in the Teaching Grid, University Library, noting that the programme is being finalised at present and will be communicated to the Faculty in due course.

9. Any Other Business

ITEMS TO RECEIVE FOR INFORMATION ONLY

The Chair and Secretary consider that the following items are non-controversial and/or can be accepted with a minimum of explanation. Members of the Board may, however, ask for any of the following items to be transferred to the agenda for discussion, by contacting the Secretary in advance of the meeting, or by raising the item at the commencement of the meeting. These papers are available online from the Board's electronic filestore at <https://files.warwick.ac.uk/bfss/browse>.

10. Report from the Faculty Undergraduate Studies Committee

TO RECEIVE:

The unconfirmed minutes of the meeting of the Faculty Undergraduate Studies Committee held on 30 January 2013 (paper BFSS.17/12-13, previously circulated).

11. Report from the Faculty Graduate Studies Committee

TO RECEIVE:

The draft unconfirmed minutes of the meeting of the Faculty Graduate Studies Committee held on 29 January 2013 (paper BFSS.18/12-13, previously circulated).

12. Report from the Faculty IT Committee

TO RECEIVE:

The unconfirmed minutes of the meeting of the Faculty IT Committee held on 30 January 2013 (paper BFSS.19/12-13, previously circulated).

13. Faculty Lunch

TO REPORT:

That the Summer term Faculty lunch will take place at 12.30 on Thursday 23 May 2013, in the Social Sciences Lounge (room D2.04), WBS Social Sciences building.

14. Next Meeting

TO REPORT:

That the next meeting of the Board will take place on Thursday 23 May 2013, 10.00-12.00, room CMR 1.0 (formerly the Council Chamber), University House.