

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 15 November 2017** in the Council Chamber, first floor, Senate House.

R Sandy-Thomas
Registrar

Note: Committee papers can be accessed at <https://files.warwick.ac.uk/bfss/browse/BFSS>.
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).

STRATEGIC ITEM FOR DISCUSSION

1. Education Strategy

TO RECEIVE:

- (a) A paper from the Acting Deputy Academic Registrar and the Pro-Vice-Chancellor (Education) on the draft University Education Strategy (paper EFSS.01/17-18, available online);
 - (b) Comments from the Faculty Education Committee on the draft University Education Strategy (paper BFSS.9/17-18, available online).
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2nd CIRCULATION AGENDA

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

2. Conflicts of Interest

TO REPORT:

That, should any members or attendees of the Board have any conflicts of interest relating to agenda items for the meeting, they should be declared in accordance with the Committee of University Chairs (CUC) Higher Education Code of Governance (2014), available online from <http://www.universitychairs.ac.uk/publications/>.

3. Freedom of Information

TO REPORT:

- (a) That the Steering Committee at its meeting on 29 October 2007 considered a paper outlining how the Freedom of Information Act 2000 applies to the publication of minutes of University bodies together with the University Publication Scheme adopted by the Steering Committee in December 2003, paper SC.60/07-08, and resolved that a standard item be included on the agenda of the first meeting of each University Committee at the start of each

academic year to inform new members and to remind continuing members of the University policy on the publication of minutes;

(b) That all non-reserved minutes and agenda of the Board are published on the University's Governance website at:
<http://warwick.ac.uk/committees/bfss/minutes/>;

(c) That copies of paper SC.60/07-08 are available from the Secretary on request.

4. Terms of Reference

TO CONSIDER:

Proposed changes to the terms of reference of the Board as set out in paper BFSS.1/17-18 ([available online](#)), noting that the current version of the terms of reference is available online in the University Calendar (<http://warwick.ac.uk/committees/bfss/#tor>).

5. Membership

TO RECEIVE:

An updated membership of the Board of the Faculty of Social Sciences and its sub-committees for the academic year 2017-18, including nominations to other University Committees (paper BFSS.2/16-17 (Revised), [available online](#)).

6. Minutes

TO CONSIDER:

The minutes of the meeting of the Board held on 17 May 2017 ([available online](#)).

7. Matters Arising

Institutional Teaching and Learning Review – Faculty Engagement (minute 45/16-17 refers)

TO RECEIVE:

A copy of the Faculty Engagement ITLR Report (paper BFSS.11/17-18, [available online](#)).

8. Chair's Business

(a) Welcome to new Members

(b) Health and Safety

9. Athena SWAN

TO REPORT:

(a) That the Department of Sociology has been successful in securing an Athena SWAN Bronze Award following their April 2017 submission;

- (b) That Warwick Business School is working towards a submission of an Athena SWAN application by the November 2017 deadline.

10. Reports from the Chairs of Faculty Committees

TO RECEIVE:

Oral reports from the Chairs of Faculty Committee.

11. Faculty Research and Impact Committee

TO CONSIDER:

A proposal to amend terms of reference of the Faculty Research and Impact Committee, as set out in paper BFSS.3/17-18 (available online).

12. **ESRC Doctoral Training Centre/Partnership Update**

TO RECEIVE:

An oral update from the Chair on the ESRC Doctoral Training Centre/Partnership.

13. Warwick Q-Step Centre Update

TO RECEIVE:

An oral update from the Chair on the Warwick Q-Step Centre.

14. Review of Faculty Research Centres

TO REPORT:

That the review of the following University Research Centres relevant to the Faculty of Social Sciences will take place in Spring Term 2018:

- (a) Centre for Studies in Democratisation, Category II;
- (b) Innovation, Knowledge & Organisational Networks Research Unit, Category III;
- (c) Warwick Institute for the Science of Cities, Category II;
- (d) Centre for Ethics, Law & Public Affairs), Category III;
- (e) Centre for Human Rights in Practice, Category III;
- (f) Centre for the Study of Safety and Well-Being, Category III;
- (g) Warwick Mind and Action Research Centre, Category III;
- (h) Industrial Relations Research Centre, Category III.

TO CONSIDER:

A proposal that future reviews of University Research Centres be delegated to the Faculty Research and Impact Committee (minute BFSS.47(t)/16-17 refers).

15. Any Other Business

16. Next Meeting

TO REPORT:

That the next meeting of the Board will take place on Thursday 15 February 2018, 10am, in room CMR 1.0, first floor, University House.

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>.

17. Assessment and Feedback

TO CONSIDER:

A composite report on timeliness of feedback on assessment submitted in Summer Term 2016-17 across the Faculty (paper EFSS.13/17-18, to be tabled), noting that the report has been recommended to the Board for approval by the Chair of the Faculty Education Committee.

17a. Matters Arising

(a) Proposed Changes to Academic Governance (minute 39/16-17 refers)

TO RECEIVE:

A final version of a paper from the Pro-Vice-Chancellor (Education) and the Deputy Academic Registrar setting out proposed changes to academic governance as approved by the University Senate at its meeting on 5 July 2017 (paper S.75/16-17, available online);

(b) University Review of Personal Tutoring (minute 44/16-17 refers)

TO REPORT:

That an update on the progress of the personal tutoring review will be presented to the Board at its next meeting in February 2018.

18. Chair's Action

TO REPORT:

That the Chair of the Board, acting on its behalf, has taken action to approve the following:

(a) Chair of Undergraduate Appeals Committee

The appointment of Peter Brown (CAL), member of the Undergraduate Appeals Committee Panel for the Board, as Chair of the Appeals Committee

to consider appeals against decisions of the 2016-17 meetings of the First Year Board of Examiners for the Faculty of Social Sciences.

(b) University Review of Assessment Working Group

The appointment of the following two representatives of the Faculty of Social Sciences to the University Review of Assessment Working Group:

- (i) Christopher Bisping, Chair, Faculty Education Committee (Law);
- (ii) Professor Jacky Swan, Member, Faculty Education Committee (WBS).

(c) Board Membership and Other Committee Nominations

The nominations to the membership of the Board, its sub-committees and other University Committees as set out in paper BFSS.2/17-18.

(d) IATL Management Committee

The appointment of Christopher Bisping, Chair of the Faculty Education Committee, to the membership of the IATL Management Committee, replacing Professor Roger Leng as the second representative of the Faculty of Social Sciences and serving alongside Dr Stefania Paredes Fuentes (Economics).

19. Report from the Faculty Education Committee

TO RECEIVE:

- (a) The minutes of the meeting of the Faculty Education Committee held on 26 October 2017 (paper BFSS.4/17-18, available online);**
- (b) The minutes of the meeting of the Faculty Graduate Studies Committee held on 9 May 2017 (paper BFSS.5/17-18, available online);
- (c) The approved minutes of the meeting of the Faculty Undergraduate Studies Committee held on 10 May 2017 (paper BFSS.6/17-18, available online).

20. Report from the Faculty IT Committee

TO RECEIVE:

- (a) The minutes of the meeting of the Faculty IT Committee held on 16 June 2017 (paper BFSS.7/16-17, available online);
- (b) The minutes of the meeting of the Faculty IT Committee held on 3 November 2017 (paper BFSS.10/16-17, available online).**

21. Report from the Faculty Research and Impact Committee

TO RECEIVE:

The minutes of the meeting of the Faculty Research and Impact Committee held on 25 October 2017 (paper BFSS.8/16-17, available online).

22. Faculty Lunches in 2017-18

TO REPORT:

- (a) That the Autumn Term 2017 Faculty Lunch has been cancelled;
- (b) That the remaining Faculty of Social Sciences Lunches will take place as follows in 2017-18:
 - (i) Spring term: Thursday 15 February 2018, 12 noon, room CMR 1.0, University House;
 - (ii) Summer term: Thursday 31 May 2018, 12noon, Council Chamber, Senate House.

23. Dates of 2017-18 Board Meetings

TO REPORT:

That the Board will meet subsequently as follows during the academic year 2017-18:

Thursday 15 February 2018, 10am, room CMR 1.0, University House;
Thursday 31 May 2018, 2pm, Council Chamber, Senate House.

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