

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 **9.30am** on **Thursday 23 May 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 13 February 2013 (previously circulated).

2. Matters Arising

(a) **Teaching and Learning Review: Faculty Engagement (minutes 22(a)/12-13, 5(b) & 6(b)/12-13 and 34/11-12 refer)**

TO CONSIDER:

An oral report from the Secretary on the progress of the Faculty ITLR Working Party recommendations since the last meeting of the Board.

(b) QAA Institutional Review 2013 (minutes 22(c)/12-13 and 9/12-13 refer)

TO REPORT:

That the final report of Warwick QAA Institutional Review 2013 is to be published by 24 May 2013, noting that the report will be made available on the QAA website (<http://www.qaa.ac.uk/InstitutionReports/Pages/default.aspx>) and the University website (<http://warwick.ac.uk/quality/categories/institutionalreview>).

TO RECEIVE:

An oral report from the Secretary on the progress of the 2013 QAA Review process and the outcomes.

(c) Heads of Department Away Day (minute 24(b)/12-13 refers)

TO RECEIVE:

Minutes from the meeting of Heads of Department, Directors of Research, the Pro-Vice-Chancellor for Research (Arts and Social Sciences) and Fundraising, and representatives from Research Support Services of 21 February 2013 (paper BFSS.33/12-13, available online), on collaborative research at the Faculty, including strategies and international projects.

(d) Quantitative Methods in Social Sciences Bid (minute 24(c)/12-13 refers)

TO REPORT:

That a bid for funding to the ESRC, the Nuffield Foundation and HEFCE was submitted for a new undergraduate degree in Quantitative Methods in Social Sciences, noting that the outcome is expected in late June 2013.

TO RECEIVE:

A copy of *Stand Out and Be Counted*, a British Academy publication aimed at students studying Social Sciences and Humanities subjects (paper BFSS.32/12-13, previously circulated), noting that the booklet is accessible from the British Academy website at:
http://www.britac.ac.uk/policy/Stand_Out_and_Be_Counted.cfm.

(e) Social Sciences Impact Awards 2013 (minute 24(d)/12-13 refers)

TO RECEIVE:

An oral report from the Chair on the Social Sciences Impact Awards 2013.

3. Chair's Action

Membership (minutes 23/12-13 and 2/12-13 refer)

(a) Board of Undergraduate Studies

TO REPORT:

That the Chair of the Board, acting on its behalf, took action to recommend to the Senate the appointment of Dr C Wright (Sociology) to the membership of the Board of Undergraduate Studies.

(b) Composition of the Board

TO REPORT:

That the Chair of the Board, acting on its behalf, took action to recommend to the Senate and the Council the alteration of the composition of the Board as follows:

- (i) To remove the reference to the Chair of the Research Committee of the Faculty of Social Sciences from the Board's membership, noting that the Faculty has no Research Committee;
- (ii) To include the Director of the Centre for Interdisciplinary Methodologies (or nominee) in the membership of the Board.

(c) Membership of the Board

TO REPORT:

- (i) That the Chair of the Board, acting on its behalf, took action to recommend to the Senate the appointment of the Pro-Vice-Chancellor for Research (Arts and Social Sciences) and Fundraising to the membership of the Board as one of the five co-opted members;
- (ii) That the Chair of the Board, acting on its behalf, took action to appoint Professor J Solomos, Head of the Department of Sociology, to the membership of the Board with effect from April 2013;
- (iii) That the Chair of the Board, acting on its behalf, took action to appoint Professor R Lindley, Director of the Institute for Employment Research, to the membership of the Board following his return from a period of Study Leave, replacing Dr R Wilson, who represented the Institute for Employment Research as Acting Director in Professor Lindley's absence.

(d) University Research Governance and Ethics Committee

TO REPORT:

That the Chair of the Board, acting on its behalf, took action to recommend to the Senate the appointment of Professor J Hodgson to the membership of the University Research Governance and Ethics Committee as an academic member of staff from within the Faculty of Social Sciences.

4. Chair's Business

(a) Fabulous Feedback

TO REPORT:

That Faculty winners of Fabulous Feedback were announced in the week commencing 4 March 2013, noting that Dr R Lampard, Department of Sociology, was the overall winner for the Faculty of Social Sciences with top ten ranking available online at: <http://warwick.ac.uk/fabfeedback/topten/>.

(b) Faculty Communications Strategy

TO RECEIVE:

An oral report from the Chair and the Secretary on the Faculty Communications Strategy.

5. Central Teaching Timetable Update 9.45am

TO RECEIVE:

An oral report from the Senior Assistant Registrar (Space Management and Timetabling) on current developments relating to the University's central teaching timetable.

6. Draft University Widening Participation Strategy 10am

TO CONSIDER:

A paper from the Pro-Vice-Chancellor for Education (Innovation, Employability and Widening Participation), Senior Assistant Registrar (Outreach) and Senior Assistant Registrar (Strategy and Change) setting out the draft University Widening Participation Strategy (paper BFSS.23/12-13, previously circulated).

7. University Research Centres

TO CONSIDER:

An update paper from the University Research Committee Secretariat (paper BFSS.24/12-13, previously circulated).

8. First Year Board of Examiners 2012/13

(a) Membership of the First Year Board of Examiners

TO RECEIVE:

Departmental membership of the First Year Board of Examiners for the Faculty of Social Sciences for the academic year 2012/13 for meetings in June and September 2013 (paper BFSS.25/12-13 (revised 2), previously circulated).

(b) Undergraduate Examination Conventions for the First Year Board of Examiners

TO RECEIVE:

The conventions for the First Year Board of Examiners of the Faculty of Social Sciences (paper BFSS.58/03-04 (revised), previously circulated).

(c) Departmental Examination Conventions

TO RECEIVE:

The Departmental Examination Conventions for first year assessed courses and resit examination conventions for the First Year Board of Examiners 2012/13 (paper BFSS.26/12-13 (revised), previously circulated).

9. Faculty Appointments and Elections for 2013/14

(a) Reappointment of the Chair of the Board of the Faculty

TO CONSIDER:

The recommendation of the Vice-Chancellor that Professor Christopher Hughes be reappointed as Chair of the Board of the Faculty of Social Sciences for the 2013/14 academic year.

(b) Elections to the Board of the Faculty of Social Sciences and its Sub-Committees and to other University Committees

TO CONSIDER:

Nominations to the Board of the Faculty of Social Sciences and its Sub-Committees, and to other University Committees for the academic year 2013/14 (paper BFSS.27/12-13, previously circulated), together with a proposal that the appointment or recommendation to any vacancies in the Board's Committee's be approved by the Chair on behalf of the Board during the summer months.

10. Faculty Teaching and Learning Forum

TO REPORT:

That the next meeting of the Faculty Teaching and Learning Forum will take place on Wednesday 12 June 2013, 12.00-14.00, in the Social Sciences Lounge (room D2.04), WBS Social Sciences building.

11. Faculty Research Forum

TO RECEIVE:

An oral report from the Chair of the Faculty Research Forum.

12. Faculty Lunch

TO REPORT:

That the Summer term Faculty lunch, focusing on the topic of Massive Open Online Courses (MOOCs), will take place at 12.30 on Thursday 23 May 2013, in the Social Sciences Lounge (room D2.04), WBS Social Sciences building.

13. 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>.

14. **Assessment and Feedback**

TO RECEIVE:

A composite report on timeliness of feedback on assessment submitted in Spring Term 2012/13 across the Faculty (paper BFSS.28/12-13 (revised 2), previously circulated), noting that the composite report was considered and recommended to the Board for approval by the Undergraduate Studies Committee and the Graduate Studies Committee.

15. **Faculty of Social Sciences Teaching and Learning Showcase**

TO REPORT:

That a Faculty of Social Sciences Teaching and Learning Showcase took place on Wednesday 8 May 2013 in the Teaching Grid, University Library.

16. **Outstanding Student Contribution Awards Deadline**

TO REPORT:

That the deadline for nominations of final-year students for the Outstanding Student Contribution Awards is Monday 20 May 2013, noting that further information is available online at: http://warwick.ac.uk/insite/news/intnews2/osca_2013.

17. **Technology Enhanced Learning Forum**

TO REPORT:

That members of the Faculty are welcome to attend the next meeting of the Technology Enhanced Learning Forum, which will take place on 20 June 2013, 2-4pm, in the Teaching Grid, University Library, noting that interest can be registered online at: <http://warwick.ac.uk/ldc/telforum>.

18. **Moodle User Group**

TO REPORT:

That the monthly meetings of the Moodle User Group provide an opportunity to meet with colleagues from across the University who are using Moodle to support teaching and learning, provide feedback on the Moodle service and identify and discuss areas for on-going development of Moodle at Warwick. Departmental representatives are invited to register their interest with Emma King (e.i.king@warwick.ac.uk), noting that further information on Moodle at Warwick is available online at: http://warwick.ac.uk/insite/news/intnews2/moodle_may-2013.

19. Report from the Faculty Undergraduate Studies Committee

TO RECEIVE:

The unconfirmed minutes of the meeting of the Faculty Undergraduate Studies Committee held on 8 May 2013 (paper BFSS.29/12-13, previously circulated).

20. Report from the Faculty Graduate Studies Committee

TO RECEIVE:

The draft unconfirmed minutes of the meeting of the Faculty Graduate Studies Committee held on 14 May 2013 (paper BFSS.30/12-13, previously circulated).

21. Report from the Faculty IT Committee

TO RECEIVE:

The unconfirmed minutes of the meeting of the Faculty IT Committee held on 15 May 2013 (paper BFSS.31/12-13, available online).

22. Dates of 2013-14 Committee Meetings

TO REPORT:

That the dates and venues for the Board's meetings for the academic year 2013/14 will be confirmed in due course.