

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 5th November 2008 in the Council Chamber, University House.

J F Baldwin
Registrar

Note: Questions on agenda items or apologies for this meeting should be directed to the Secretary of the Board, Alison Bell: Alison.Bell@warwick.ac.uk.

AGENDA

MATTERS FOR CONSIDERATION BY THE BOARD

Note: The following items and reports are for consideration at the meeting.

1. Constitution, Membership & Terms of Reference

TO REPORT:

- (a) That the University Calendar 2008-09 (<http://www2.warwick.ac.uk/services/gov/calendar/section2/>) states that the Board of each Faculty shall have the following powers and functions:
- (i) To regulate, subject to these Statutes and the Ordinances and Regulations and to review by the Senate, the teaching, research, curricula and examinations in the subjects prescribed for the Faculty.
 - (ii) To recommend to the Senate examiners for appointment. 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.
 - (iii) To recommend to the Senate Sub-Faculties and Departments to be constituted by the Council.
 - (iv) To delegate to the Sub-Faculties such matters as are deemed appropriate.
 - (v) To appoint members of the Board of the Faculty to be members of the Senate as provided for under Statute 19.
 - (vi) To discharge such other functions as the Senate may from time to time determine.

- (b) That, following the meeting of the Board of the Faculty of Social Studies held on 28th May 2008, Professor Robert Lindley was elected to the position of Chair of the Board of the Faculty of Social Studies for 2008-09.

TO RECEIVE:

- (c) Updated committee membership of the Board of the Faculty of Social Studies and its sub-committees for the Academic Year 2008-09, including nominations to other University Committees, paper BFSS.20/07-08 (revised) (copy attached).

2. Minutes

TO RECEIVE:

The minutes of the meeting held on 28th May 2008 (copy attached).

3. Matters Arising

- (a) Faculty Lunch (minutes 35/07-08 (a) and (b) refer)

TO REPORT:

That a Faculty lunch was held on 11th June 2008 to enable views to be shared on the possible change of the Faculty's name to 'Faculty of Social Science(s)', noting that all academic staff as well as Senior Officers and Heads of Department were invited and 40 people attended which was twice the usual attendance. Furthermore, informal feedback on the event was extremely positive with many colleagues meeting up for the first time and discussing a variety of subjects, not just the potential name change.

- (b) AQSC Working Group on Assessment Conventions (minute 36/07-08 refers)

TO REPORT:

That the University had introduced a new 17-point marking scale for first year work as of the Autumn Term 2008, in order to address the issues relating to differing marking conventions.

4. Chair's Business

TO CONSIDER:

- (a) An update from the Chair on the consultation relating to and procedure for deciding whether or not to change the name of the Faculty to Faculty of Social Science(s), paper BFSS.1/08-09 (to follow).
- (b) An oral report from the Chair on the proposal to hold a Warwick Festival of Social Sciences during Friday 6th - Friday 13th March 2009 (minute 45/07-08 refers).

5. Items for Strategic Discussion

TO CONSIDER:

- (i) An oral report on the University's Research Strategy by the Pro-Vice Chancellor for Research (Arts and Social Studies), Prof R Higgott – **11.00am.**
- (ii) An oral report on the University's strategy to double its numbers of postgraduate research students by the Chair of the Board of Graduate Studies, Prof L Bridges – **11.30am.**

6. Report from the Faculty Undergraduate Studies Committee

TO RECEIVE:

- (i) The confirmed minutes of the meeting of the Faculty Undergraduate Studies Committee held on 15th October 2008, paper BFSS.2/08-09 (copy attached).
- (ii) An oral report from the Chair of the Faculty Undergraduate Studies Committee about the last meeting.

7. Revised Faculty Marking Criteria

TO CONSIDER:

A paper on the revised Faculty Marking Criteria for the Faculty of Social Studies, paper BFSS.3/08-09 (copy attached), noting that the Faculty Undergraduate Studies Committee at its last meeting recommended that the Board consider whether separate Faculty marking criteria should be produced for each undergraduate year of study.

8. Report from the Faculty Graduate Studies Committee

TO RECEIVE:

- (i) The confirmed minutes of the meeting of the Faculty Graduate Studies Committee held on 21st October 2008, paper BFSS.4/08-09 (copy attached).
- (ii) An oral report from the Chair of the Faculty Graduate Studies Committee about the last meeting.

9. Module Approval Proposal

TO CONSIDER:

A proposal from the Deputy Registrar's Office presenting changes to the module approval process through committees (paper BFSS.5/08-09 (copy attached)), noting that this item was discussed at the meeting of the Faculty Graduate Studies Committee on 21st October 2008 and it was recommended to the Board (GFSS minute 4/08-09(c) refers) that the proposal be not approved, noting that:

- (i) The Committee reported that other proposals had recently been presented for module approvals to take place within academic departments, hence contradicting the proposal considered by the Committee;

- (ii) Departments may be better placed to approve their own module proposals as they have the necessary expertise to do so, although the Committee recognises the usefulness of its scrutiny work;
- (iii) The current proposal would increase the volume of administrative work carried out by the Committee and its Secretariat;
- (iv) The Committee resolved that suggested timings were not appropriate and did not take into account the amount of administrative work the proposals entail;
- (v) The Committee suggested that a departmental committee be set up within each department to approve module proposals, with Faculty Committees retaining responsibility for the approval of cross-departmental or innovative proposals.

10. Consultation on Review of University Regulations and Implementation of New Immigration Requirements for Overseas Students – 10.45am

TO RECEIVE:

A report from the Senior Assistant Registrar (Deputy Registrar's Office) and the Senior International Student Adviser on the review of University Regulations and the implementation of new immigration requirements for overseas students, paper BFSS.6/08-09 (copy attached).

11. Faculty Forum on Teaching and Learning

TO RECEIVE:

The confirmed minutes of the meeting of the Faculty Forum on Teaching and Learning held on 10th June 2008, paper BFSS.7/08-09 (copy attached).

12. Faculty Research Forum

TO RECEIVE:

- (i) The confirmed minutes of the meeting of the Faculty Research Forum held on 15th October 2008, paper BFSS.8/08-09 (copy attached).
- (ii) An oral report from the Chair of the Faculty Research Forum about the last meeting.

13. Report from the Faculty IT Committee

TO RECEIVE:

- (i) The unconfirmed minutes of the meeting of the Faculty IT Committee held on 29th October 2008, paper BFSS.9/08-09 (copy attached).
- (ii) An oral report from the Chair of the Faculty IT Committee about the last meeting.

14. Matters Relating to Faculty Research Centres for Consideration

(a) Centre for Memory Studies

TO CONSIDER:

A proposal for a Centre for Memory Studies from the Department of Sociology, as set out in paper BFSS.10/08-09 (copy attached).

(b) Centre for Human Rights in Practice

TO CONSIDER:

A proposal for a Centre for Human Rights in Practice from the School of Law as set out in paper BFSS.11/08-09 (to follow).

15. Any Other Business

MATTERS TO RECEIVE AND APPROVE WITHOUT FURTHER DISCUSSION

The following papers are non-controversial 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 the day by contacting the Secretary (email Alison.Bell@warwick.ac.uk or ext: 50564) prior to the meeting or by raising the item at the commencement of the meeting.

16. Freedom of Information: Publication Scheme (Senate minute 148/03-04 and Steering Committee minute 89/07-08 refer)

TO REPORT:

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.

TO RECEIVE:

Paper SC 60/07-08 (copy attached), noting that all non-reserved minutes and agenda of the Committee are published on the University's Governance website at <http://www2.warwick.ac.uk/services/gov/atoz/aqsc/minutes/>

17. Strategic Departmental Review

TO REPORT:

- (a) That a Strategic Departmental Review of the Department of Politics and International Studies was carried out from 12th – 15th October 2008 and that the report will be considered by the University's Steering Committee.
- (b) That a Strategic Departmental Review of the Department of the School of Health and Social Studies was due to take place during November 2008.
- (c) That the following other Departments were due to be strategically reviewed during the 2008-09 academic year:
 - Department of Sociology
 - Warwick Business School
 - Department of Philosophy
- (d) That the following Departments were due to be strategically reviewed during the 2009-10 academic year:
 - The Centre for Applied Linguistics
 - The Institute of Education
 - The Department of Economics

TO RECEIVE:

- (i) A revised schedule for all University departments (paper BFSS.12/08-09, copy attached).
- (ii) Updated provisional draft course lists for the Faculty's departments which are scheduled to be reviewed during 2008-09 (paper BFSS.22/07-08 Annexe B (revised 3) (copy attached)).

18. Special Conventions

TO RECEIVE:

A document summarising special conventions for undergraduate degrees in the Faculty of Social Studies, which has been considered by the Faculty's Undergraduate Studies Committee and which will be considered by the University's Academic Quality and Standards Committee, paper UFSS.70/08-09 (copy attached).

19. Criteria for Consideration of Borderline Cases

TO RECEIVE:

A document summarising departmental criteria when considering borderline performance, which has been considered by the Faculty's Undergraduate Studies Committee and which will be considered by the University's Academic Quality and Standards Committee, paper UFSS.71/08-09(rev) (copy attached).

20. Use of Vivas

TO RECEIVE:

A document summarising departmental use of vivas, which has been considered by the Faculty's Undergraduate Studies Committee and which will be considered by the University's Academic Quality and Standards Committee, paper UFSS.72/08-09 (copy attached).

21. Relative Year Weightings

TO RECEIVE:

A spreadsheet outlining the relative year weightings for departments in the Faculty of Social Studies, in relation to Undergraduate degrees, which have been collected by the Teaching Quality Team in relation to the new marking scale, paper BFSS.13/08-09 (copy attached).

22. Chair's Action

TO REPORT:

That the Chair, acting on behalf of the Board, approved the appointment of Professor S Breslin as Acting Director of the Centre for the Study of Globalisation and Regionalisation for the period to 31st July 2009.

23. Matters Relating to Faculty Research Centres for Report

(a) Research Centre Constitutions

TO REPORT:

That at its meeting held on 18th June 2008 the Senate approved changes to the constitutions of the following research centres, as set out in paper S.46/07-08:

- (i) The Industrial Relations Research Unit
- (ii) The Centre for the Study of Globalisation

(b) Centre for Applied Linguistics Change of Name and Ordinance 7 Proposed Change (Council minute 19/08-09 refers)

TO REPORT:

That at its meeting held on 2nd October 2008 the Council approved the change to Ordinance 7 and the Centre for Applied Linguistics is now listed as such in the University Calendar.

(c) Centre of Educational Development, Appraisal and Research

TO REPORT:

That at its meeting held on 18th June 2008, the Senate approved the appointment of Professor G Lindsay as Director for the Centre of Educational Development, Appraisal and Research for a further three year term until 31 September 2011.

(d) Centre for Research in Philosophy, Literature and Arts

TO REPORT:

That the Chair, acting on behalf of the Board, had approved the appointment of Dr P Poellner as Director to the Centre for Research in Philosophy, Literature and Arts for the 2008 academic year until 31st July 2011.

(e) Centre for Research in Economic Theory

TO REPORT:

That the Chair, on behalf of the Board, had approved the appointment of Dr A Carvajal as Director of the Centre for Research In Economic Theory for the 2008-09 academic year only.

(f) Centre for Criminal Justice

TO REPORT:

That the Chair, on behalf of the Board, had approved the appointment of Professor V Tadros as Director of the Centre for Criminal Justice for the period to 31st July 2011.

24. Date of the Next Meeting

TO REPORT:

That the next meeting of the Board will take place on Wednesday 11th February 2009 at 10am in the Council Chamber, University House.

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