

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 Thursday 5 November 2015** in room CMR 1.0, first floor, University House.

K Sloan
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. **Teaching Excellence Framework 3pm**

TO RECEIVE:

- (a) An oral update from the Pro-Vice-Chancellor (Teaching and Learning) on the possible format and focus of the Teaching Excellence Framework (TEF).
 - (b) A PowerPoint presentation on the possible impact and implications of TEF, as set out in papers BFSS.9-10/15-16 ([available online](#)).
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A G E N D A

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. **Terms of Reference**

TO REPORT:

That the terms of reference of the Board, as set out in the University Calendar (<http://warwick.ac.uk/committees/bfss/#tor>), are as follows:

- (a) To regulate, subject to the 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;
- (b) To recommend to the Senate examiners for appointment;

- (c) 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;
- (d) To recommend to the Senate Sub-Faculties and Departments to be constituted by the Council;
- (e) To delegate to the Sub-Faculties such matters as are deemed appropriate;
- (f) To appoint members of the Board of the Faculty to be members of the Senate as provided for under Statute 15;
- (g) To discharge such other functions as the Senate may from time to time determine.

4. Membership

TO RECEIVE:

An updated membership of the Board of the Faculty of Social Sciences and its sub-committees for the academic year 2015-16, including nominations to other University Committees (paper BFSS.3/15-16, available online).

5. 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.

6. Minutes

TO CONSIDER:

The minutes of the meeting of the Board held on 21 May 2015 (available online).

7. Matters Arising

- (a) Athena SWAN Charter Mark (minutes 39/14-15, 6(a)/14-15, 38(a)/13-14 and 22(b)/13-14 refer)

TO RECEIVE:

- (i) An oral update from the Chair on the activities of the Faculty of Social Sciences Athena SWAN Working Group;
- (ii) Warwick Athena SWAN Charter Mark Annual Report (paper EDC.7/15-16, available online).

- (b) Faculty of Social Sciences Summer 2015 Moves (minute 41(a)/14-15 refers)

TO RECEIVE:

An oral report from the Chair on the Faculty of Social Sciences Summer 2015 moves, including the creation of a Faculty Hub.

- (c) WIHEA Fellowship Scheme (minute 41(d)/15-16 refers)

TO REPORT:

That a list of the 2015-16 Warwick International Higher Education Academy (WIHEA) Foundation Fellows is available online at <http://warwick.ac.uk/academy/about/people/foundationfellows/>, noting the following representatives of the Faculty of Social Sciences:

- (i) Dr Vikki Abusidualghoul, WBS;
- (ii) Dr Jane Bryan, Law;
- (iii) Professor Peter Corvi, WBS;
- (iv) Ms Sarah Foster-Ogg, WBS;
- (v) Ms Sara Hattersley, CLL;
- (vi) Ms Elizabeth Jones, Economics;
- (vii) Ms Katherine Mawson, CPE;
- (viii) Professor Andrew Reeve, PAIS;
- (ix) Professor Bob Thomson, WBS;
- (x) Ms Rose Woodford, CAL.

- (d) Race Equality Charter Mark (minute 50/14-15 refers)

TO RECEIVE:

An oral update from the Chair on the Race Equality Charter Mark.

8. Chair's Business

- (a) Welcome to new Members

(b) Research Integrity On-line Training 2.15pm

TO RECEIVE:

A presentation from the Chair of the University Research Governance and Ethics Committee on the new Epigeum research integrity on-line training.

(c) Timetable Policy Update 2.30pm

TO RECEIVE:

An oral update from the Pro-Vice-Chancellor (Academic Planning and Resources) on the Timetable Policy, as set out in papers TIP.4/14-15, TIP.7-8/14-15 and BFSS.11/15-16 (available online).

(d) Warwick in California

TO RECEIVE:

An oral update from the Chair on the Warwick in California project, including the work of the Faculty California Working Group.

(e) Equality Monitoring Annual Report 2014-15

TO RECEIVE:

The Equality Monitoring Annual Report 2014-15 (paper EDC.3/15-16, available online).

9. Election of Board Members to the Senate

TO REPORT:

(a) That a vacancy for a representative of the Board of the Faculty of Social Sciences on the University Senate has arisen, as Professor A Norrie stepped down with effect from October 2015;

(b) That the continuing members of the Senate appointed by the Board of the Faculty of Social Sciences were:

Professor G Lindsay (2017) – Centre for Educational Development, Appraisal and Research (CEDAR);

Professor A Muthoo (2018) – Economics;

Professor A Reeve (2017) – Politics and International Studies;

Professor J Solomos (2018) – Sociology;

Professor H Spencer-Oatey (2018) – Applied Linguistics.

(c) That a call for nominations was sent to all members of the Board on 29 October 2015, with a deadline for nominations of 10am on 5 November 2015.

TO RECEIVE:

Regulation 2.2 governing the election of representatives of the Boards of the Faculties to membership of the Senate (paper BFSS.4/15-16, available online).

TO CONSIDER:

The election of a representative of the Board of the Faculty of Social Sciences to the Senate.

10. ESRC Doctoral Training Centre update

TO RECEIVE:

An oral update from the Director of the ESRC Doctoral Training Centre.

11. Review of Faculty Research Centres

TO RECEIVE:

Paper BFSS.5/15-16 (available online) setting out details for the review of the following University Research Centres relevant to the Faculty of Social Sciences:

- (a) Centre for Competitive Advantage in the Global Economy (CAGE)
- (b) Centre for Ethics, Law and Public Affairs (CELPA)
- (c) Legal Research Institute
- (d) Social Theory Centre

TO REPORT:

- (e) That a review of the Centre for the Study of Women and Gender (CSWG) will follow at a later date, to be considered by the Board at its next meeting;
- (f) That Category I centres follow a different timetable and will be considered by the Board at its next meeting, noting that this includes:
 - (i) Centre for Educational Development, Appraisal and Research (CEDAR)
 - (ii) Institute of Employment Research (IER)

TO CONSIDER:

Evidence, as set out in paper BFSS.5/15-16, that the University Research Centres provide added value, contribute to the University Strategy and are sustainable in the long term.

12. Any Other Business

13. Next Meeting

TO REPORT:

That the next meeting of the Board will take place on Tuesday 16 February 2016, 2-4pm, Council Chamber, **Senate 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>.

14. Assessment and Feedback

TO RECEIVE:

A composite report on timeliness of feedback on assessment submitted in Summer Term 2014-15 across the Faculty (paper BFSS.1/15-16, to follow).

15. Chair's Action

Chairs of Undergraduate Appeals Committees

TO REPORT:

That the Chair of the Board, acting on its behalf, has taken action to appoint the following members of the Undergraduate Appeals Committee Panel for the Board as Chairs of Appeals Committees to consider appeals against decisions of the September 2015 First Year Board of Examiners for the Faculty of Social Sciences:

- (a) Ms E Harrison (CAL);
- (b) Dr S Dahl (CES);
- (c) Dr G Lynch (PAIS);
- (d) Professor L Gracia (WBS).

16. Implementing Reasonable Adjustments for Staff

TO RECEIVE:

A 'How to' guide on implementing reasonable adjustments for staff (paper EDC.6/15-16, [available online](#)), with a separate editable form for staff to use (paper EDC.6A/15-16, [available online](#)).

17. Dignity at Warwick Event 2015

TO REPORT:

That the 2015 Dignity at Warwick event on the topic of Dignity in Mental Health will take place on 18 November 2015, 11am-2pm, in a number of locations around campus, noting that details of the event are available online from: <http://warwick.ac.uk/equalops/dignityatwarwick2015>

18. Report from the Faculty Undergraduate Studies Committee

TO RECEIVE:

The confirmed minutes of the meeting of the Faculty Undergraduate Studies Committee held on 27 October 2015 (paper BFSS.6/15-16, to follow).

19. Report from the Faculty Graduate Studies Committee

TO RECEIVE:

The confirmed minutes of the meeting of the Faculty Graduate Studies Committee held on 20 October 2015 (paper BFSS.7/15-16, to follow).

20. Report from the Faculty IT Committee

TO RECEIVE:

The minutes of the meeting of the Faculty IT Committee held on 21 October 2015 (paper BFSS.8/15-16, available online).

21. Faculty Lunches in 2015-16

TO REPORT:

That the Faculty of Social Sciences Lunches will take place as follows in 2015-16:

- (a) Autumn term: Thursday 5 November 2015, 12 noon, room CMR 1.0, University House;
- (b) Spring term: Tuesday 16 February 2016, 12 noon, Council Chamber, Senate House;
- (c) Summer term: Thursday 19 May 2016, 12.30pm, Council Chamber, Senate House.

22. Dates of 2015-16 Board Meetings

TO REPORT:

That the Board will meet subsequently as follows during the academic year 2015-16:

Tuesday 16 February 2016, 14.00-16.00, Council Chamber, Senate House;
Thursday 19 May 2016, 10.00-12.00, Council Chamber, Senate House.