

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 7 November 2013** 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 agendum items or apologies for this meeting should be directed to the Secretary to the Board, Martin Mik ([m.mik@warwick.ac.uk](mailto:m.mik@warwick.ac.uk)).

---

**A G E N D A**

**MATTERS FOR CONSIDERATION BY THE BOARD**

1. 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.

2. Membership

TO RECEIVE:

An updated membership of the Board of the Faculty of Social Sciences and its sub-committees for the academic year 2013-14, including nominations to other University Committees (paper BFSS.1/13-14, available online).

3. Minutes

TO CONSIDER:

The minutes of the meeting of the Board held on 23 May 2013 (available online);

4. Matters Arising

- (a) QAA Institutional Review 2013 (minutes 35(b)/12-13, 22(c)/12-13 and 9/12-13 refer)

TO REPORT:

- (i) That the 2013 Final QAA Review Report, published on 24 May 2013, is available online at:  
<http://warwick.ac.uk/quality/categories/institutionalreview>;
- (ii) That the University response to the 2013 Final QAA Review Report (Action Plan) is available online at:  
<http://warwick.ac.uk/quality/categories/institutionalreview>.

- (b) Teaching and Learning Review: Faculty Engagement (minute 34/11-12 refers)

TO CONSIDER:

A paper from the Secretary summarising the outcomes of departmental consideration of the recommendations of the Faculty ITLR Working Party (paper BFSS.3/13-14, to follow).

- (c) Monash-Warwick Joint PhD (Social Sciences) (minute BFSS.7/12-13 refers)

TO REPORT:

- (i) That a proposal from the Department of Politics and International Studies, submitted on behalf of the Faculty of Social Sciences, to introduce a joint Monash-Warwick PhD (Social Sciences) has been approved;
- (ii) That all Departments across the University are now able to offer joint PhD degrees with any Monash University department, regardless of which Faculty they belong to at Warwick or at Monash.

5. Chair's Business

- (a) Welcome to new Members and new Committee Chair(s)

- (b) Warwick's 50<sup>th</sup> Birthday Celebrations 2.15pm

TO RECEIVE:

An oral report from the Pro-Vice-Chancellor (Alumni Engagement & Warwick's 50<sup>th</sup> Birthday) on the progress of preparations of Warwick's 50<sup>th</sup> Birthday celebrations in 2015.

- (c) Warwick Q-Step Centre

- (d) Bids for Matched Funding for Studentships 2014/15 **2.45pm**
- (i) Paper BFSS.4/13-14 ([available online](#)) setting out the new procedure for the allocation of matched funding for scholarships for 2014/15, including an application form (paper BFSS.5/13-14, [available online](#));
  - (ii) An oral report from the Project Officer (Postgraduate Scholarships) on the new process for matched studentships.
- (e) Heads of Department and Research Directors' Away Day
- (f) Changes to Senior Management

TO REPORT:

That Professor S Croft, formerly the Pro-Vice-Chancellor for Research (Arts and Social Sciences) and Fundraising, has been appointed the University's new Provost.

6. University Research Centres

- (a) Centre for Small and Medium Enterprise

TO CONSIDER:

A request from Warwick Business School to disestablish the Centre for Small and Medium Enterprise, as set out in paper BFSS.6/13-14 ([available online](#)).

- (b) Centre on Connecting Research on Employment and Work (CREW)

TO CONSIDER:

A proposal to establish a new University Research Centre entitled Connecting Research on Employment and Work (CREW), as set out in paper BFSS.7/13-14 ([available online](#)).

- (c) Centre for Law, Governance and Regulation of the Global Economy

TO CONSIDER:

A proposal from the School of Law to establish a new University Research Centre for Law, Governance and Regulation of the Global Economy, as set out in paper RC.12/13-14 ([available online](#)).

7. Review of Faculty Research Centres

TO RECEIVE:

Paper BFSS.8/13-14 ([available online](#)) setting out details for the review of the following University Research Centres relevant to the Faculty of Social Sciences:

- (a) Centre for Comparative Labour Studies (CCLS);
- (b) Centre for Research in Philosophy, Literature and the Arts (CRPLA);
- (c) Criminal Justice Centre (CJC);

- (d) Centre for the Study of Globalisation and Regionalisation (CSGR);
- (e) Economic Research Institute;
- (f) Innovation, Knowledge and Organisational Networks Research Unit (IKON).

TO CONSIDER:

Evidence, as set out in paper BFSS.8/13-14, that the Centres provide added value, contribute to the University Strategy and are sustainable in the long term.

8. Gender Equality Charter Mark

TO REPORT:

- (a) That the Equality Challenge Unit (ECU) is currently undertaking a pilot to introduce a gender equality Charter Mark to address gender inequalities and imbalance in the Arts, Humanities and Social Sciences;
- (b) That the charter mark utilises the experience and methodology of the Athena SWAN Charter for Women in Science, Technology, Engineering, Maths and Medicine;
- (c) That Warwick Business School is one of the twenty-three departments involved in the national pilot.

9. Assessment and Feedback

TO RECEIVE:

- (a) A composite report on timeliness of feedback on assessment submitted in Summer Term 2012-13 across the Faculty (paper BFSS.9/13-14, to follow), noting that the composite report was not available at the meetings of the Undergraduate Studies Committee and the Graduate Studies Committee;
- (b) An oral report from the Secretary on the outcomes of the consideration of the composite report by the Graduate and Undergraduate Studies Committees conducted via email.

10. Any Other Business

11. Next Meeting

TO REPORT:

That the next meeting of the Board will take place on Wednesday 12 February 2014, 14.00-16.00, room CMR 1.0, 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>.

### 12. Chair's Action

#### TO REPORT:

- (a) That the Chair of the Board, acting on its behalf, has taken action to make the following appointments:
  - (i) To appoint Professor Deborah Lynn Steinberg, Department of Sociology, Chair of the Graduate Studies Committee of the Board of the Faculty of Social Sciences with effect from the academic year 2013-14;
  - (ii) To appoint Mr Peter Brown, Centre for Applied Linguistics, the Chair of the Undergraduate Studies Committee of the Board of the Faculty of Social Sciences with effect from the academic year 2013-14.
- (b) That the Chair of the Board, acting on its behalf, has taken action to alter the composition of the following Faculty sub-committees to include a representative of the Centre for Interdisciplinary Methodologies and a representative of the Centre for Professional Education:
  - (i) Graduate Studies Committee;
  - (ii) Faculty IT Committee.
- (c) That the Chair of the Board, acting on its behalf, has taken action to recommend to the Research Committee the disestablishment of the following University Research Centres as proposed by Warwick Business School, noting that the recommendation was subsequently approved by the Chair of the University Research Committee:
  - (i) Financial Econometrics Research Centre (FORC);
  - (ii) Financial Options Research Centre;
  - (iii) International Centre for Governance and Public Management (IGPM);
  - (iv) Centre for Management Under Regulation.

### 13. Faculty Module Audit Process

#### TO RECEIVE:

An amended version of the 'Guidance on Approval of New and Revised Module Proposals' and 'Faculty Audit Operational Processes' as set out in paper BFSS.2/13-14 ([available online](#)).

14. Natural History Museum Showcase

TO REPORT:

That expressions of interest are being sought for participation in a Universities UK (UUK), National Co-ordinating Centre for Public Engagement (NCCPE) and the Natural History Museum week-long residency at the Museum's Darwin Centre in London to celebrate the Universities Week (9-15 June 2014), noting that further details are available online from:

<http://www2.warwick.ac.uk/insite/news/intnews2/nhmshowcase>.

15. Report from the Faculty Undergraduate Studies Committee

TO RECEIVE:

The unconfirmed minutes of the meeting of the Faculty Undergraduate Studies Committee held on 16 October 2013 (paper BFSS.10/13-14, [available online](#)).

16. Report from the Faculty Graduate Studies Committee

TO RECEIVE:

The unconfirmed minutes of the meeting of the Faculty Graduate Studies Committee held on 22 October 2013 (paper BFSS.11/13-14, [available online](#)).

17. Report from the Faculty IT Committee

TO RECEIVE:

The unconfirmed minutes of the meeting of the Faculty IT Committee held on 16 October 2013 (paper BFSS.12/13-14, [available online](#)).

18. 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/>.

19. Faculty Lunches in 2013-14

TO REPORT:

That the Faculty of Social Sciences Lunches will take place as follows in 2013-14:

- (a) Autumn term: Thursday 7 November 2013, 12 noon, Social Sciences Lounge, room D2.04, WBS Social Sciences building;
- (b) Spring term: Wednesday 12 February 2014, 12 noon, Social Sciences Lounge, room D2.04, WBS Social Sciences building;
- (c) Summer term: Thursday 22 May 2014, 12.30pm, Social Sciences Lounge, room D2.04, WBS Social Sciences building.

20. Dates of 2013-14 Board Meetings

TO REPORT:

That the Board will meet subsequently as follows during the academic year 2013-14:

Wednesday 12 February 2014, 14.00-16.00, room CMR 1.0, University House;  
Thursday 22 May 2014, 10.00-12.00, room CMR 1.0, University House.

MM/01.11.13  
\DR\Quality\Faculty Boards\BFSS\2013-14\BFSS\2013.11.07