

THE UNIVERSITY OF WARWICK

Board of the Faculty of Social Sciences

Minutes of the meeting of the Board of the Faculty of Social Sciences held on Tuesday 16 February 2016.

Present: Professor CW Hughes (Chair), Professor G Lindsay (Deputy Chair; CEDAR), Mr P Brown (Chair of UFSS), Dr K Brownlee (Chair of Faculty Research Forum), Professor R Goodwin (BFS Representative), Ms E Jones (Economics), Professor R Leng (Law), Professor A Lockett (WBS), Dr G Longworth (Philosophy), Professor C Lury (CIM), Dr S Mann (CAL), Dr G McInerney (CIM), Professor M Nudds (Philosophy), Professor R Probert (Law), Professor A Reeve (PAIS), Professor K Seers (BFM Representative), Professor J Smith (Chair of Faculty IT Committee), Professor H Spencer-Oatey (CAL), Professor C Warhurst (IER).

Apologies: Mr I Abbott (CES), Professor L Francis (CES), Ms K Ireland (CPE), Dr F McKay (CLL), Professor A Muthoo (Economics), Dr G Osuri (Sociology), Professor M Saward (ESRC DTC), Professor J Solomos (Sociology), Professor A Stewart (Chair of GFSS), Professor N Vaughan Williams (PAIS), Professor M Taylor (WBS).

In attendance: Ms H Curtis (Library), Dr C Firth (Faculty Research Development Manager), Mr M Mik (Secretary), Ms Y Salter Wright (Director of Delivery Assurance; for item 27/15-16), Ms R Wooldridge Smith (Deputy Academic Registrar; for item 20/15-16), Ms D Weber (Disability Coordinator; for item 25/15-16).

20/15-16 Consumer Protection Legislation for Higher Education

RECEIVED:

A presentation from the Deputy Academic Registrar on the institutional compliance with Consumer Protection legislation (paper BFSS.25/15-16).

CONSIDERED:

A paper from the Deputy Academic Registrar on the University's activities to ensure compliance with Consumer Protection legislation, as set out in paper BFSS.14/15-16.

REPORTED: (by the Deputy Academic Registrar)

- (a) That accuracy of information made available to students, applicants and the public was crucial;
- (b) That the University was revising centrally provided information to ensure its accuracy, noting that departments had responsibility for information provided by them directly, including student handbooks and departmental webpages;
- (c) That work was in train to review University Regulations, Policies and rules for their clarity and accessibility;

- (d) That a wealth of resources was available to departments online from:
<http://warwick.ac.uk/aro/cpl/>.

21/15-16 Conflicts of Interest

REPORTED:

- (a) 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/>;
- (b) That there were no conflicts of interest to declare.

22/15-16 Minutes

CONSIDERED:

The minutes of the meeting of the Board held on 5 November 2015.

RESOLVED:

That the minutes of the meeting of the Board held on 5 November 2015 be approved.

23/15-16 Matters Arising

- (a) Athena SWAN Charter Mark (minutes 6(a)/15-16, 39/14-15, 6(a)/14-15, 38(a)/13-14 and 22(b)/13-14 referred)

RECEIVED:

An oral update from the Chair on the activities of the Faculty of Social Sciences Athena SWAN Working Group.

REPORTED:

- (i) That a number of Faculty of Science departments were due for their Athena SWAN Charter Mark renewal either in November 2015 or April 2016;
- (ii) That up to 10 departments were planning to apply by the April 2016 deadline, including a number of Social Sciences departments;
- (iii) That the University-level Athena SWAN award was due for renewal in November 2016.
- (b) Race Equality Charter Mark (minutes 6(d)/15-16 and 50/14-15 referred)

RECEIVED:

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

REPORTED:

- (i) That forms and guidance for the Race Equality Charter Mark had been released and that the University was working on its submission, noting that the Charter Mark was only available at institutional level at present;
 - (ii) That an initial student survey took place in Summer 2015 and another iteration was planned for later in 2016, noting that a staff survey was to follow;
 - (iii) That a number of focus groups with staff and students would take place;
 - (iv) That the first deadline for applications was 15 July 2016 and that the University intended to partake in the first round;
 - (v) That the Equality Challenge Unit was working on a Race Equality Charter Mark pilot for Faculties to take place in 2017-18.
- (c) Art Collection Committee Update (minutes BFSS.7(f)/15-16 and ACC.6/15-16 referred)

REPORTED:

- (i) That the Art Collection Committee, having considered proposals from Faculty Boards had resolved that the Days of Judgement (Cat 1) statue by Laura Ford be located on the lawn opposite the new bus terminus, noting that the Curator would work with the Faculties of Medicine and Social Sciences to support their requests within the current Art Collection (minute ACC.6/15-16 referred);
- (ii) That the Curator had engaged with the Faculty and would produce a proposal for pieces of art from the Art Collection to be placed within the Faculty Hub.

24/15-16

Chair's Business

- (a) Warwick in California

RECEIVED:

- (i) An oral update from the Chair on the Warwick in California project, including the work of the Faculty California Working Group;
- (ii) A summary of existing Social Sciences collaborations in California (paper BFSS.24/15-16).

REPORTED:

- (iii) That the University Development Fund had released initial funds, which were available for events during the 'Warwick is here' campaign;
- (iv) That Professor C Jenainati had been working towards introducing taught postgraduate programmes at the California campus from September 2018;
- (v) That the Senate was expected to consider a proposal to move the project into the next stage in October 2016;
- (vi) That temporary office and teaching spaces were being identified in the area;
- (vii) That the Faculty California Working Group met twice in Term 1 and would meet in Term 2, providing an opportunity for colleagues across the Faculty to hear from representatives of other University-level groups;
- (viii) That a Faculty-wide survey of existing collaborations with institutions in California was under way, providing an evidence base for a document outlining Social Sciences strengths in the region;
- (ix) That a number of events had been put forward by Social Sciences departments for funding under the 'Warwick is here' campaign.

(b) Warwick Awards for Teaching Excellence

REPORTED:

- (i) That nominations were now open for Warwick Awards for Teaching Excellence for staff (WATE) and postgraduate research students (WATE PGR), noting a deadline for nominations by students and staff of 14 March 2016;
- (ii) That full details were available online from <http://warwick.ac.uk/wate>.

(c) Warwick Q-Step Centre Update

RECEIVED:

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

REPORTED:

That the Warwick Q-Step Centre recently received a two-day mid-term review visit from the Nuffield Foundation with positive immediate feedback.

(d) Vice-Chancellor's Visits

REPORTED:

That a schedule of events arranged for staff and students to meet with the Vice-Chancellor was available online from: <http://warwick.ac.uk/services/vco/events/>, noting that a Social Sciences based visit would take place on Wednesday 27 April 2016, 10am-1pm.

25/15-16 Disabled Student Allowance Working Group Update

RECEIVED:

A presentation from the University Disability Coordinator on the changes to the Disabled Student Allowance (DSA) and the University's response.

CONSIDERED:

A paper from the Pro-Vice-Chancellor (People and Public Engagement) providing an update on the work of the DSA Working Group (paper BFSS.15/15-16).

REPORTED: (by the University Disability Coordinator)

- (a) That the University DSA Working Group had been considering changes proposed to DSA and University's responses, noting that students were at the heart of these arrangements;
- (b) That the University aimed to create a more inclusive environment for all students;
- (c) That the process of adjusting to the changes was a long-term one;
- (d) That the University was intending to register as a provider of services for students with disabilities;
- (e) That the University was actively engaged in providing feedback on the proposed changes via multiple channels.

26/15-16 Proposal to Rename the Faculty of Medicine

CONSIDERED:

A proposal from the Registrar to change the name of the Faculty of Medicine to the Faculty of Health and a change to the constitution of the Board of the Faculty, as set out in paper BFSS.16/15-16.

RECOMMENDED: (to the Senate)

- (a) That the change of the name of the Faculty of Medicine to the Faculty of Health, as set out in paper BFSS.16/15-16, be approved;
- (b) That the change of constitution of the Board of Faculty to reflect the wider concept of 'Health', as set out in paper BFSS.16/15-16, be approved.

27/15-16 Draft Statement of Expected Student Behaviour

RECEIVED:

An oral report from the Director of Delivery Assurance and Resolution on the draft Statement of Expected Student Behaviour.

CONSIDERED:

A consultation paper on the draft Statement of Expected Student Behaviour from the Director of Delivery Assurance and Resolution and Senior Assistant Registrar (Delivery Assurance) (paper BFSS.17/15-16).

REPORTED: (by Professor A Reeve)

- (a) That the Statement needed to clearly state it was a summary;
- (b) That the expectation for students to uphold the University's reputation was vaguely set out and consequently difficult to enforce;
- (c) That the Statement could not refer to the University Code of Conduct on Managing Protests, until it was approved and in force;
- (d) That although early disclosure of problems was to be encouraged, the Statement wording needed to be carefully considered so as not to deter students from disclosing problems;

(by Professor R Leng)

- (e) That the Director of Delivery Assurance would receive separate communication advising on the appropriateness of references to criminal convictions in the document;

(Professor R Goodwin)

- (f) That the Statement was very specific on selected items, e.g. cannabis, whilst generic on most issues;

(Professor A Lockett)

- (g) That it was important for the document to be no longer than one page and to ensure an overall positive message of the Statement.

28/15-16 ESRC Doctoral Training Centre Update

RECEIVED:

An oral update from the Chair.

REPORTED:

That the submission of a Doctoral Training Partnership (DTP) bid was on schedule.

RESOLVED:

- (a) That thanks be extended to all colleagues who contributed to the drafting and submission of the DTP bid;
- (b) That the final version of the bid, once submitted, be circulated to all FSS Heads of Department for information.

29/15-16 Review of Faculty Research Centres

RECEIVED:

Paper BFSS.18/15-16 setting out details for the review of the Centre for the Study of Women and Gender (CSWG).

CONSIDERED:

Evidence, as set out in paper BFSS.18/15-16, that the Centre for the Study of Women and Gender provided added value, contributed to the University Strategy and was sustainable in the long term.

RECOMMENDED: (to the Research Committee)

That the evidence provided for the Centre for the Study of Women and Gender satisfied the Board that the Centre provided added value, contributed to University strategy and was sustainable in the long term.

30/15-16 Assessment and Feedback

RECEIVED:

- (a) A composite report on timeliness of feedback on assessment submitted in Summer Term 2014-15 across the Faculty (paper BFSS.1/15-16 (Revised));
- (b) A composite report on timeliness of feedback on assessment submitted in Autumn Term 2015-16 across the Faculty (paper BFSS.13/15-16 (Revised 2)).

RESOLVED:

That the composite reports on timeliness of feedback on assessment submitted in Summer Term 2014-15 (paper BFSS.1/15-16 (Revised)) and in Autumn Term 2015-16 (paper BFSS.13/15-16 (Revised 2)), be approved.

31/15-16 Chair's Action

- (a) Graduate Studies Committee Chair

REPORTED:

That the Chair of the Board, acting on its behalf, had approved the appointment of Professor A Stewart (School of Law) Chair of the Graduate Studies Committee of the Board of the Faculty of Social Sciences (GFSS) for Terms 2 and 3 of the academic year 2015-16, to

cover Professor DL Steinberg's research leave, noting that Professor DL Steinberg would resume the Chair on her return from July 2016 to complete a full term of office, i.e. until the end of the academic year 2016-17.

(b) Board of the Faculty of Social Sciences

REPORTED:

That the Chair of the Board, acting on its behalf, had approved the following appointments to the membership of the Board:

- (i) Professor A Stewart, Chair of the Graduate Studies Committee of the Board of the Faculty of Social Sciences, replacing Professor DL Steinberg;
- (ii) Ms K Ireland, Interim Director of the Centre for Professional Education, replacing Dr A Boddison;
- (iii) Ms H Ngo, Postgraduate Student Representative.

(c) Graduate Studies Committee Membership

REPORTED:

That the Chair of the Board, acting on its behalf, had approved the following changes to the membership of the Graduate Studies Committee of the Board of the Faculty of Social Sciences:

- (i) Appointment of Ms H Ngo as a Postgraduate Student Representative for the academic year 2015-16;
- (ii) Appointment of Dr L Pettinger as a Sociology representative, replacing Professor N Gane.

(d) Undergraduate Studies Committee Membership

REPORTED:

That the Chair of the Board, acting on its behalf, had approved the appointment of Dr J Dynes to the membership of the Undergraduate Studies Committee of the Board of the Faculty of Social Sciences, replacing Dr J Raynsford as the Centre for Education Studies representative.

(e) Board of Graduate Studies

REPORTED:

That the Chair of the Board, acting on its behalf, had taken action to appoint the following to the membership of the Board of Graduate Studies as representatives of the Faculty of Social Sciences in 2015-16:

- (i) Dr D Hartas, Centre for Education Studies;

(ii) Professor N Gane, Department of Sociology.

(f) Recommendation from the University Undergraduate Appeals Committee

REPORTED:

That the Chair of the Board, acting on its behalf, had resolved that the Graduate and Undergraduate Studies Committees communicate to academic departments the requirement that all students be advised in writing of any specific resit requirements and to ensure that departmental Student Handbooks be updated accordingly, as required by the University Undergraduate Appeals Committee (minute 4/15-16 referred).

32/15-16 Report from the Faculty Undergraduate Studies Committee

RECEIVED:

- (a) The minutes of the meeting of the Faculty Undergraduate Studies Committee held on 27 October 2015 (paper BFSS.19/15-16);
- (b) The minutes of the meeting of the Faculty Undergraduate Studies Committee held on 25 January 2016 (paper BFSS.20/15-16).

33/15-16 Report from the Faculty Graduate Studies Committee

RECEIVED:

- (a) The minutes of the meeting of the Faculty Graduate Studies Committee held on 20 October 2015 (paper BFSS.21/15-16);
- (b) The minutes of the meeting of the Faculty Graduate Studies Committee held on 26 January 2016 (paper BFSS.22/15-16).

34/15-16 Report from the Faculty IT Committee

RECEIVED:

The minutes of the meeting of the Faculty IT Committee held on 27 January 2016 (paper BFSS.23/15-16).

35/15-16 Faculty Lunches in 2015-16

REPORTED:

That the final Faculty of Social Sciences Lunch in 2015-16 would take place on Thursday 19 May 2016, 12.30pm, venue TBC.

36/15-16 Next Meeting

REPORTED:

That the next meeting of the Board would take place on Thursday 19 May 2016, 10am-12noon, Council Chamber, **Senate House**.