

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 Thursday 22 May 2014.

Present: Professor C Hughes (Chair), Professor G Lindsay (Deputy Chair; CEDAR & CEI), Dr A Broome (PAIS), Professor N Charles (Sociology), Professor L Francis (CES), Professor G Hodgkinson (WBS), Dr G Longworth (Philosophy), Professor M Nudds (Philosophy), Professor R Probert (Law), Professor A Reeve (PAIS), Professor J Smith (Chair of Faculty IT Committee), Professor J Solomos (Sociology), Professor H Spencer-Oatey (CAL), Mr D Wallis (CLL).

Apologies: Mr I Abbott (CES), Dr A Boddison (CPE), Mr P Brown (Chair of UFSS), Professor P Burnell (PAIS), Mr M Costa Matos (UG Student Representative), Professor D Firth (BFS Representative), Dr P-P Fraiture (Arts Faculty Representative), Professor N Gane (Sociology), Dr C Harsch (CAL), Professor J Hodgson (Chair of Faculty Research Forum), Dr J Kidd (WMS Representative), Ms K Kift (Library), Professor R Leng (Law), Professor A Muthoo (Economics), Professor M Saward (ESRC DTC), Mr T Soykan (PG Student Representative), Professor DL Steinberg (Chair of GFSS), Professor M Taylor (WBS), Professor C Warhurst (IER), Professor G Wood (WBS).

In attendance: Ms C Boyes (Assistant Secretary (Undergraduate)), Ms A Burchfiel (Clerical Officer (Academic Governance)), Dr J Gardner (Senior Assistant Registrar (Space Management & Timetabling); for item 39(c)/13-14); Dr V Littlewood (Research Impact Officer (Social Sciences); for items 38(c)/13-14 and 39(b)/13-14), Mr M Mik (Secretary).

37/13-14 Minutes

CONSIDERED:

The revised minutes of the meeting of the Board held on 12 February 2014, noting the inclusion of Professor G Hodgkinson (WBS) in the list of Board members present at the meeting.

RESOLVED:

That the minutes of the meeting of the Board held on 12 February 2014, revised as outlined above, be approved.

38/13-14 Matters Arising

(a) Gender Equality Charter Mark (GEM) (minute 22(b)/13-14 referred)

RECEIVED:

An oral report from the Secretary on the establishment of a Faculty-level working group to facilitate departmental preparations for the submission of GEM applications.

- (b) Festival of Social Sciences 2015 (minutes 22(c)/13-14 and 5(b)/13-14 referred)

RECEIVED:

A report from the Chair on the Festival of Social Sciences 2015 preparations as outlined in paper BFSS.38/13-14.

RESOLVED:

- (i) That the plans for the Festival of Social Sciences 2015 set out in paper BFSS.38/13-14 be endorsed;
  - (ii) That departments provide the Secretary with names of departmental contacts for the Festival and with a list of department-based activities currently planned for the University anniversary celebrations, particularly those coinciding with the Faculty Festival.
- (c) Heads of Department and Research Directors' Away Day (minutes 22(d)/13-14 and 5(e)/13-14 referred)

RECEIVED:

An update from the Research Impact Officer (Social Sciences) on the Faculty Impact post-REF event, which took place on 5 March 2014, as set out in paper BFSS.40/13-14.

39/13-14 Chair's Business

- (a) Faculty Website

REPORTED:

- (i) That the new Faculty website had been launched and was available from <http://www2.warwick.ac.uk/fac/soc/>;
  - (ii) That work continued on making the Faculty site more prominent on the University website home pages, internal and external;
  - (iii) That departments were encouraged to contact the Secretary with any comments about the new website, noting that work continued on expanding information available through the website.
- (b) ESRC Impact Acceleration Account Business Plan

RECEIVED:

A report from the Research Impact Officer (Social Sciences) on the ESRC Impact Acceleration Account (IAA) (paper BFSS.36/13-14).

(c) New Teaching & Learning Building

RECEIVED:

An update from the Senior Assistant Registrar (Space Management & Timetabling) on the new Teaching & Learning Building (paper BFSS.37/13-14).

RECOMMENDED: (to the Pro-Vice-Chancellor (Academic Planning and Resources))

That the primary focus of the new Teaching & Learning Building be students and lecturers and that the design and construction of the new building be informed by these key stakeholder groups.

RESOLVED:

That any comments on the strategic objectives for the new Teaching & Learning Building, as set out in paper BFSS.37/13-14, be submitted to the Secretary by Thursday 5 June 2014.

(d) University Strategy Consultation

CONSIDERED:

The draft goals proposed to form the University Strategy (paper BFSS.24/13-14), noting that the University Strategy consultation (available online from <http://warwick.ac.uk/strategyconsultation/>) would close on Friday 23 May 2014.

RECEIVED:

Comments on the draft goals from the Faculty Undergraduate Student Representative as set out in paper BFSS.39/13-14.

RECOMMENDED: (to the Deputy Registrar)

That there was scope for improvement of the draft goals, noting the following:

- (i) That as a result of the attempt to bring together focus on the strategic as well as the detailed, the draft Goals lacked clarity and were difficult for staff to internalise and adopt;
- (ii) That there was notable under representation of the Faculty of Social Sciences and its activities in the draft Goals;
- (iii) That Employability needed to feature more prominently in the document;
- (iv) That there was no clear commitment to Coventry and Warwickshire in the Community section.

(e) Review of Warwick Graduate School

RECEIVED:

A paper from the Pro-Vice-Chancellor (Postgraduate and Transnational Education) setting out key priorities in response to the review of Warwick Graduate School (paper BFSS.25/13-14).

REPORTED: (by the Secretary)

That the maximum period of four years applied only to PhD submission and that no policy change was proposed in this area.

RESOLVED:

- (i) That the principles set out in paper BFSS.25/13-14 be endorsed;
- (ii) That the Graduate Studies Committee of the Board of the Faculty of Social Sciences be fully involved in discussions concerning proposed governance changes in the postgraduate area, in particular those concerning existing course approval processes.

40/13-14 Future of the Centre for Education and Industry

CONSIDERED:

The recommendation regarding the future of the Centre for Education and Industry, as set out in paper BFSS.26/13-14.

RECOMMENDED: (to the Research Committee)

That the Centre for Education and Industry be disestablished.

41/13-14 Warwick Q-Step Centre update

RECEIVED:

An oral update from the Chair on the progress of Warwick Q-Step Centre's activities.

RESOLVED:

That departments interested in introducing degrees with Quantitative Methods approach the Director of Warwick Q-Step Centre.

42/13-14 University Research Centres

(a) European History Research Centre

CONSIDERED:

A proposal to establish a new University Research Centre entitled the European History Research Centre (EHRC), as set out in paper BFSS.27/13-14.

RECOMMENDED: (to the Research Committee)

That the proposal to establish a new University Research Centre entitled the European History Research Centre (EHRC), as set out in paper BFSS.27/13-14, be approved.

(b) Warwick Environmental Systems Interdisciplinary Centre

CONSIDERED:

A proposal to establish a new University Research Centre entitled Warwick Environmental Systems (WES) Interdisciplinary Centre, as set out in paper BFSS.28/13-14.

RECOMMENDED: (to the Research Committee)

That the proposal to establish a new University Research Centre entitled Warwick Environmental Systems (WES) Interdisciplinary Centre, as set out in paper BFSS.28/13-14, be approved.

43/13-14 First Year Board of Examiners 2013/14

(a) Membership of the First Year Board of Examiners

RECEIVED:

Departmental membership of the First Year Board of Examiners for the Faculty of Social Sciences for the academic year 2013/14 for meetings in June and September 2014 (paper BFSS.29/13-14 (revised)).

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

RECEIVED:

(i) A copy of the University conventions for the First Year Board of Examiners, applicable to students who commenced their course of study in September 2013 or later, noting that the conventions were available online at:

<http://warwick.ac.uk/quality/categories/examinations/conventions/fyboe>

(ii) A copy of the conventions for the First Year Board of Examiners of the Faculty of Social Sciences (paper BFSS.58/03-04)

(revised)), for any First Year students who commenced their studies prior to September 2013.

(c) Departmental Examination Conventions

RECEIVED:

The Departmental Examination Conventions for first year assessed courses and resit examination conventions for the First Year Board of Examiners 2013/14 (paper BFSS.30/13-14), noting that these would apply to any students who commenced their studies prior to September 2013.

44/13-14 Faculty Appointments and Elections for 2014/15

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

CONSIDERED:

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 2014/15 academic year.

REPORTED: (by the Deputy Chair)

- (i) That the Faculty Board and the Senate, at their meetings in the Spring Term of 2011, received a proposal for revised arrangements for the selection and appointment of Faculty Board Chairs to enable the recommendations of the Harris Review to be implemented;
- (ii) That in accordance with those revised arrangements and Statute 17(3) the Vice-Chancellor recommended that Professor Christopher Hughes be reappointed as Chair of the Board of the Faculty of Social Sciences for the 2014/15 academic year;
- (iii) That the current Statute 17(3) provided for annual reappointment although the approved recommendations arising from the Harris Review established an expectation that the term of office for a Faculty Board Chair should be for an initial period of three years. Pending the approval of a revised Statute to implement this change, re-appointment would be for a period of 12 months in the first instance.

RESOLVED:

That the proposal from the Vice-Chancellor that Professor Christopher Hughes be reappointed as Chair of the Board of the Faculty of Social Sciences, for the 2014/15 academic year, be approved.

(b) Election of Board Members to the Senate

REPORTED:

- (i) That there would be three vacancies for representatives of the Board of the Faculty of Social Sciences on the Senate from August 2014 to July 2017, as the appointments of Professor G Lindsay, Professor A Reeve and Professor A Norrie came to an end on 31 July 2014;
- (ii) That the continuing members of the Senate appointed by the Board of the Faculty of Social Sciences were:
- |                         |                           |
|-------------------------|---------------------------|
| Economics               | Professor A Muthoo (2015) |
| Philosophy              | Professor M Nudds (2015)  |
| Warwick Business School | Professor M Taylor (2015) |
- (iii) That a call for nominations was sent to all members of the Board on 15 May 2014, with a deadline for nominations of 21 May 2014;
- (iv) That three nominations have been received for the three vacancies on the Senate as follows:
- (A) Professor G Lindsay;
  - (B) Professor A Norrie;
  - (C) Professor A Reeve.
- (v) That the three nominations had been proposed by Professor C Hughes and seconded by Professor M Nudds.

RECEIVED:

Regulation 2.2 governing the election of representatives of the Boards of the Faculties to membership of the Senate (paper BFSS.31/13-14).

CONSIDERED:

The appointment of three representatives of the Board of the Faculty of Social Sciences to the Senate for the period 1 August 2014 to 31 July 2017.

RESOLVED:

That the following nominees be deemed appointed to the membership of the Senate in line with Regulation 2.2:

- (vi) Professor G Lindsay;
- (vii) Professor A Norrie;
- (viii) Professor A Reeve.

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

CONSIDERED:

Nominations to the Board of the Faculty of Social Sciences and its Sub-Committees, and to other University Committees for the academic year 2014/15 (paper BFSS.32/13-14), together with a proposal that the appointment or recommendation to any vacancies be approved by the Chair on behalf of the Board during the summer months.

RESOLVED:

- (i) That the nominations to the Board of the Faculty of Social Sciences and its Sub-Committees, and to other University Committees for the 2014/15 academic year, as set out in paper BFSS.32/13-14, be approved;
- (ii) That the Chair of the Board approve any appointments or recommendations to any vacancies on behalf of the Board during the summer months.

45/13-14 Faculty Lunch

REPORTED:

That the Summer term Faculty lunch, focusing on the topic of recruitment and admissions, would take place at 12.30 on Thursday 22 May 2014, in the Social Sciences Lounge (room D2.04), WBS Social Sciences building.

46/13-14 Chair's Action

(a) School of Modern Languages (minute 28/13-14 referred)

REPORTED:

That following a period of consultation with Board members, the Chair of the Board, acting on its behalf, took action to support the proposal set out in paper SC.33/13-14, namely the establishment of the School of Modern Languages in the Faculty of Arts.

(b) Graduate Studies Committee of the Board of the Faculty of Social Sciences

REPORTED:

- (i) That the Chair of the Board, acting on its behalf, had taken action to amend the membership of the Graduate Studies Committee of the Board of the Faculty of Social Sciences (GFSS) to include a representative of the Learning and Development Centre (LDC) and to appoint Ms E King to represent LDC on GFSS for the rest of the academic year 2014/15;



- (ii) That the Chair of the Board, acting on its behalf, had taken action to appoint Dr C Lyonette to the membership of the Graduate Studies Committee of the Board of the Faculty of Social Sciences, replacing Professor J Bimrose as the representative of the Institute for Employment Research.

(c) Continuation of Registration Committee

REPORTED:

That the Chair of the Board, acting on its behalf, had taken action to recommend to the Senate the appointment of the following representatives of the Faculty of Social Sciences to the Continuation of Registration Committee Panel (undergraduate and postgraduate):

- (i) Dr W Curtis (Centre for Lifelong Learning);
- (ii) Dr H Toner (Warwick School of Law).

(d) Undergraduate Studies Committee of the Board of the Faculty of Social Sciences

That the Chair of the Board, acting on its behalf, had taken action to appoint Ms J Raynsford to the membership of the Undergraduate Studies Committee of the Board of the Faculty of Social Sciences, replacing Dr M Wyness as the representative of the Centre for Education Studies.

47/13-14 Assessment and Feedback

RECEIVED:

A composite report on timeliness of feedback on assessment submitted in Spring Term 2013/14 across the Faculty (paper BFSS.23/13-14), noting that the composite report was considered and recommended to the Board for approval by the Undergraduate Studies Committee and the Graduate Studies Committee.

RESOLVED:

That the report, as set out in paper BFSS.23/13-14, be approved.

48/13-14 Request for names of SSLC Academic Convenors for 2014/15

REPORTED:

- (i) That the Student Engagement Working Group had discussed the importance of early notification of names of Academic Convenors for SSLCs;
- (ii) That the names of the Academic Convenors for 2014/15 must be sent to the Students' Union by Friday 27 June 2014 at the latest.

49/13-14 Report from the Faculty Undergraduate Studies Committee

RECEIVED:

The draft unconfirmed minutes of the meeting of the Faculty Undergraduate Studies Committee held on 14 May 2014 (paper BFSS.33/13-14).

50/13-14 Report from the Faculty Graduate Studies Committee

RECEIVED:

The unconfirmed minutes of the meeting of the Faculty Graduate Studies Committee held on 13 May 2014 (paper BFSS.34/13-14).

51/13-14 Report from the Faculty IT Committee

RECEIVED:

The unconfirmed minutes of the meeting of the Faculty IT Committee held on 16 May 2014 (paper BFSS.35/13-14).

52/13-14 Dates of 2014/15 Committee Meetings

REPORTED:

That the dates and venues for the Board's meetings for the academic year 2014/15 would be confirmed in due course.

AB/MM 23.05.2014

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