

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 7 November 2013.

Present: Professor C Hughes (Chair), Professor G Lindsay (Deputy Chair; CEDAR), Dr A Broome (PaIS), Mr P Brown (Chair of UFSS), Professor P Burnell (PaIS), Dr J Cave (Economics), Professor D Firth (BFS Representative), Dr P-P Fraiture (BFA Representative), Dr C Harsch (CAL), Professor J Hodgson (Faculty Research Forum Chair), Ms E Jones (Economics), Ms K Kift (Library), Mr M Costa Matos (UG Student Representative), Professor R Naylor (Economics), Professor M Nudds (Philosophy), Professor A Reeve (PaIS), Professor J Solomos (Sociology), Professor H Spencer-Oatey (CAL), Professor DL Steinberg (Chair of GFSS), Professor J Smith (Faculty IT Committee Chair), Mr D Wallis (CLL), Professor C Warhurst (IER).

Apologies: Mr I Abbott (CES), Professor M Beistegui (Philosophy), Dr A Boddison (CPE), Professor N Charles (Sociology), Professor L Francis (CES), Professor G Hodgkinson (WBS), Dr J Kidd (BFM Representative), Dr G Longworth (Philosophy), Professor C Lury (CIM), Professor A Muthoo (Economics), Professor A Norrie (Law), Professor M Saward (ESRC DTC), Mr T Soykan (PG Student Representative), Professor M Taylor (WBS), Professor Q Wang (WBS), Professor G Wood (WBS).

In attendance: Professor A Caesar (Pro-Vice-Chancellor (Alumni Engagement & Warwick's 50th Birthday); for item 5(b)/13-14), Ms N Ellis-Thomas (Project Officer (Postgraduate Scholarships); for item 5(d)/13-14), Professor J Hayton (WBS), Mr M Mik (Secretary).

1/13-14 Terms of Reference

REPORTED:

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

2/13-14 Membership

RECEIVED:

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).

3/13-14 Minutes

CONSIDERED:

The minutes of the meeting of the Board held on 23 May 2013.

RESOLVED:

That the minutes of the meeting of the Board held on 23 May 2013 be approved.

4/13-14 Matters Arising

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

REPORTED:

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

RESOLVED:

That the steps set out in the Action Plan be endorsed, noting particularly the requirement for External Examiners' reports to be shared with Student Staff Liaison Committees.

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

REPORTED: (by the Secretary)

That a number of departmental responses to the recommendations of the Faculty ITLR Working Party were outstanding, noting that a composite report would be available for consideration by the Board at its next meeting.

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

REPORTED:

- (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) had been approved;
- (ii) That all Departments across the University were now able to offer joint PhD degrees with any Monash University department, regardless of their Faculty affiliation at Warwick or at Monash.

5/13-14

Chair's Business

- (a) Welcome to new Members and new Committee Chairs

REPORTED:

- (i) That Professor Deborah Lynn Steinberg, Department of Sociology, had been appointed the Chair of the Graduate Studies Committee from the academic year 2013/14;
- (ii) That Mr Peter Brown, Centre for Applied Linguistics, had been appointed the Chair of the Undergraduate Studies Committee for the academic year 2013/14.

- (b) Warwick's 50th Birthday Celebrations

RECEIVED:

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

REPORTED:

- (i) That celebrations would take place throughout the calendar year 2015;
- (ii) That a website dedicated to the celebrations would be released shortly;
- (iii) That Ms Nathalie James had been appointed Project Officer to co-ordinate the celebration preparations;
- (iv) That colleagues across the Faculty were invited to put forward ideas for suitable events and/or themes;
- (v) That organisers of events set to take place in 2015 should get in touch with the Project Officer to discuss ways of badging their events as part of the anniversary celebrations.

(c) Warwick Q-Step Centre

REPORTED:

- (i) That the combined CIM, PaIS and Sociology bid to the Nuffield Foundation, Hefce and ERSC had been successful;
- (ii) That two new undergraduate degrees were being offered for 2014 entry, noting that three new postgraduate taught courses would be set up shortly;
- (iii) That Warwick Q-Step Centre was working closely with departments across the University with expertise and interest in quantitative methods.

(d) Bids for Matched Funding for Studentships 2014/15

RECEIVED:

- (i) Paper BFSS.4/13-14 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);
- (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

REPORTED:

- (i) That it was agreed at the Away Day that an Impact post-REF event be organised in early 2014, noting that a date would be announced shortly;
- (ii) That departmental representatives were invited to discuss proposed Faculty website changes as presented at the Faculty Lunch and inform their Heads of Department ahead of the next Heads of Department meeting;
- (iii) That the continued engagement of Social Sciences in the Global Research Priorities was discussed, with particular focus on Global Research Priorities originating from the Faculty.

(f) Changes to Senior Management

REPORTED:

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

6/13-14

University Research Centres

(a) Centre for Small and Medium Enterprise

CONSIDERED:

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

RECOMMENDED: (to the Research Committee)

That the request from Warwick Business School to disestablish the Centre for Small and Medium Enterprise, as set out in paper BFSS.6/13-14, be approved.

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

CONSIDERED:

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.

RECOMMENDED: (to the Research Committee)

That the 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, be approved.

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

CONSIDERED:

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.

RESOLVED:

That the Chair of the Board, acting on its behalf, consider the proposal for recommendation to the Research Committee for approval, subject to revisions to the proposal.

7/13-14

Review of Faculty Research Centres

RECEIVED:

Paper BFSS.8/13-14 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).

REPORTED:

That review paperwork for the Economic Research Institute was outstanding.

CONSIDERED:

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

RESOLVED:

That the review form for the Economic Research Institute, once received, be considered by the Chair of the Board, acting on its behalf.

RECOMMENDED: (to the Research Committee)

- (g) That the evidence provided for the following Centres satisfied the Board that the Centres provided added value, contributed to University strategy and were sustainable in the long term:
 - (i) Centre for Research in Philosophy, Literature and the Arts (CRPLA);
 - (ii) Criminal Justice Centre (CJC);
 - (iii) Centre for the Study of Globalisation and Regionalisation (CSGR);
 - (iv) Innovation, Knowledge and Organisational Networks Research Unit (IKON).
- (h) That, given the changes within the Department of Sociology and in light of imminent staff appointments, the Centre for Comparative Labour Studies (CCLS) be permitted to continue for a period of 12 months and be included in University Research Centres' review again in 2014/15.

8/13-14

Gender Equality Charter Mark

REPORTED:

- (a) That the Equality Challenge Unit (ECU) was 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 utilised the experience and methodology of the Athena SWAN Charter for Women in Science, Technology, Engineering, Maths and Medicine;
- (c) That Warwick Business School was one of the twenty-three departments involved in the national pilot.

RESOLVED:

That a presentation on the requirements for the Athena SWAN Charter be made to the Board at its next meeting.

9/13-14

Assessment and Feedback

RECEIVED:

- (a) A composite report on timeliness of feedback on assessment submitted in Summer Term 2012-13 across the Faculty (paper BFSS.9/13-14), noting that the composite report had not been 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.

RESOLVED:

That the Chair of the Board, acting on its behalf, consider the paper following receipt of any comments from the Graduate and Undergraduate Studies Committees.

10/13-14

Chair's Action

REPORTED:

- (a) That the Chair of the Board, acting on its behalf, had taken action as follows:
 - (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, had 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, had 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 had subsequently been 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.

11/13-14 Faculty Module Audit Process

RECEIVED:

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.

12/13-14 Natural History Museum Showcase

REPORTED:

That expressions of interest were 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 were available online from: <http://www2.warwick.ac.uk/insite/news/intnews2/nhmshowcase>.

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

RECEIVED:

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

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

RECEIVED:

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

15/13-14 Report from the Faculty IT Committee

RECEIVED:

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

16/13-14 Freedom of information

REPORTED:

- (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 were published on the University's Governance website at:
<http://warwick.ac.uk/committees/bfss/minutes/>.

17/13-14 Faculty Lunches in 2013-14

REPORTED:

That the Faculty of Social Sciences Lunches would 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.

18/13-14 Dates of 2013-14 Board Meetings

REPORTED:

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

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

19/13-14 Next Meeting

REPORTED:

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