

UNIVERSITY OF WARWICK

Board of the Faculty of Social Studies

Minutes of the Meeting of the Board held on 2 November 2005

Present: Professor M Luntley (Chair), , Professor P Burnham, Professor R Burridge, Professor L Bridges, Professor P Elias, Dr P Ferdinand, Professor R Fine, Dr S Gardner, Professor M Harrison, Dr C Hughes (for Professor J A Scholte), Professor K Legge, Professor G Lindsay, Professor B Lockwood, Dr P Mizen, Professor R Naylor, Professor A Reeve, Mr G Siles-Brugge, Ms D Stevens, Professor M Terry, Professor H Thomas, Professor M Waterson, Dr R Wilson, Dr M Zehfuss.

Apologies: Dr J Ainley, Mr L Askins, Professor C Aubrey, Professor A Harris, Professor G Hundt, Professor P Huddleston, Professor S Kumar, Professor P Marginson, Dr I Morley, Professor A Neal, Professor A Phizacklea, Professor M Thomson, Dr C Wright.

In attendance: Mr M Goodwin, Ms E Heath, Ms N Muckle

1/05-06 Constitution, Membership & Terms of Reference

REPORTED:

- (a) That paragraph (4) of Statute 21 (on page 75 of the University Calendar 2004-05) states that the Board of each Faculty will have the following powers and functions:
- (i) To regulate, subject to these Statutes and Ordinances and Regulations and to review by the Senate, the teaching, research, curricula and examinations in the subjects prescribed for the Faculty.
 - (ii) To recommend to the Senate examiners for appointment.
 - (iii) 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.
 - (iv) To recommend to the Senate Sub-Faculties and Departments to be constituted by the Council.
 - (v) To delegate to the Sub-Faculties such matters as are deemed appropriate.

(vi) To appoint members of the Board of the Faculty to be members of the Senate as provided for under Statute 19.

(vii) To discharge such other functions as the Senate may from time to time determine.

(b) That Professor M Luntley has been elected as Chair of the Board of the Faculty for 2005-06 with Professor A Harris as Vice Chair.

RECEIVED:

(a) The Members of the Board for 2005-06, paper BFSS 1/05-06, it being noted that the two student representatives are Mr G Siles-Brugge (undergraduate) and Mr L Askins (postgraduate).

(b) A revised version of the Membership, paper BFSS 10/05-06 (tabled), noting that

(i) Dr C Hughes would represent the Department of Sociology, not Professor A Phizacklea.

(ii) The representative of PAIS should be recorded as **Dr D Baker**.

2/05-06 Minutes

RESOLVED:

That the Minutes of the meeting held on 25 May 2005, paper BFSS 2/05-06, be approved.

3/05-06 Matters Arising

(a) Directors, Membership and Constitutions of Research Centres and Institutes

RESOLVED:

That the revised paper showing membership changes to the Centre for Research in Ethnic Relations and a memorandum explaining the rationale for the proposed changes to its Advisory Board, paper BFSS 39/04-05 (revised), be approved.

(b) Doctoral Accommodation

RECEIVED:

An oral report from the Chair regarding the preparation of a paper on study space accommodation for research students for consideration by the Board of Graduate Studies.

4/05-06 Chair's Action

REPORTED:

(a) Departmental Examination Conventions 1st Year Board of Examiners

That, acting on behalf of the Board, the Chair approved the revisions to the 1st Year Board of Examiners Departmental Examination Conventions for the departments of Law and Economics, deletions ~~struck through~~, additions in **bold**, as set out in paper BFSS 35/04-05 (Revised 3).

(b) Institute of Health Constitution Changes

That, acting on behalf of the Board, the Chair approved the revisions to the Institute of Health's constitution, changes tracked, as set out in paper BFSS 3/05-06, noting that Professor R Wensley and Dr J Tritter should be recorded as representing Warwick Business School, not IGPM.

5/05-06 Chair's Business

(a) Faculty Advisory Board

RECEIVED:

An oral report from the Chair confirming that:

- (i) The internal officers on the Faculty Advisory Board are the Chair of the Board of the Faculty of Social Studies, the Deputy Chair, the Pro Vice Chancellor for the Faculty of Social Studies and the Chair of the Faculty Research Committee.
- (ii) Proposals for new external members of the Advisory Board were sought and that these should be reported to the Assistant Secretary.

(b) Faculty of Social Studies Lunch

REPORTED:

- (i) That international strategy would be discussed at the Faculty's lunch meeting to be held on Wednesday 16 November.
- (ii) That the Faculty lunch would be open to all members of the Faculty Board and to those responsible for international strategy within departments.

6/05-06 Strategic Items for Discussion

(a) International Strategy

RESOLVED:

That a paper from the Chair discussing the future of the University of Warwick's International Strategy, paper BFSS 4/05-06, would be discussed at the Faculty of Social Studies Lunch meeting on Wednesday 16 November.

(b) New Grant Schemes from the ESRC

RECEIVED:

A paper from the ESRC outlining their new grant schemes, paper BFSS 5/05-06, it being noted that any proposals for large grants should be notified to Research Support Services.

7/05-06 Report from the Research Committee

RECEIVED:

A report from the meeting of the Faculty Research Committee held on 19 October 2005, paper BFSS 6/05-06.

8/05-06 Report from the Undergraduate Studies Committee

RECEIVED:

A report from the meeting of the Faculty Undergraduate Studies Committee held on 12 October, paper BFSS 7/05-06.

9/05-06 Report from the Graduate Studies Committee

CONSIDERED:

A report from the meeting of the Faculty Graduate Studies Committee held on 18 October, paper BFSS 8/05-06 (copy attached).

10/05-06 Faculty SSLC Forum

CONSIDERED:

A paper from the Undergraduate Social Studies Faculty Representative for the Union of Students proposing the creation of a Faculty SSLC Forum, paper UFSS 29/05-06 (Revised).

RESOLVED:

That the proposal be approved, noting that:

- (a) The proposal incorporated the revisions requested by the Faculty Undergraduate Studies Committee at its meeting on 12 October 2005.
- (b) The Forum should limit its agenda to issues of concern to the Faculty as a whole.

- (c) The proposal would be piloted in undergraduate SSLCs with a view to expanding to postgraduate SSLCs subject to a review.

11/05-06 Master of Public Administration Examination Conventions

CONSIDERED:

A proposal from the Warwick Business School to revise the Examination Conventions for the Master of Public Administration, paper BFSS 9(b)/05-06 with a covering memorandum, paper BFSS 9(a)/05-06.

REPORTED:

That the proposal would be considered by the Faculty Graduate Studies Committee with a view to Chair's Action being taken, noting that the Board requested clarification from the Board of Graduate Studies on the approval process for proposals to revise exam regulations.

12/05-06 Academic Satisfaction Review 2005

REPORTED:

That the Senate, at its meeting on 29th June 2005 considered a report from the Academic Quality and Standards Committee on its consideration of the Research Report prepared by QUAD Research on the Academic Satisfaction Review 2005, The Student Experience (AQSC 84/04-05) and a covering note prepared by Mr K Mohaddes, Deputy President and Education Officer of the Students' Union (AQSC 85/04-05), and resolved that:

- (a) The Academic Satisfaction Review henceforth be carried out with undergraduate students biennially.
- (b) The Academic Satisfaction Review continue to be carried out with taught postgraduate students annually.
- (c) The frequency of the Academic Satisfaction Review for research postgraduates be determined following the completion of the 2005 survey with this group of students.
- (d) In the interests of transparency and usefulness the results of the Academic Satisfaction Review 2005 be published on a dedicated page on the Warwick website in the following three categories:
 - (i) Overall Evaluations (Section 5 of the Tables of Results for both Undergraduates and Postgraduates)
 - (ii) Tables of Results for Undergraduates and Postgraduates for the various sections of the survey, along with guidance on interpreting the results;
 - (iii) The full report.

13/05-06 Departmental Review: Centre for English Language Teacher Education (CELTE)

REPORTED:

- (a) That a Departmental Review of CELTE will be held on Tuesday 22nd and Wednesday 23rd November.
- (b) That the Vice Chancellor has appointed a review panel to consist of:

Professor D Singleton	Trinity College Dublin (Chair)
Dr S Thompson	University of Liverpool
Dr M Woolf	Foundation for International education
Professor C Aubrey	Institute of Education
Professor A Caesar	Department of Italian