

# UNIVERSITY OF WARWICK

## Board of the Faculty of Social Studies

Minutes of the meeting of the Board of the Faculty of Social Studies held on 14<sup>th</sup> February, 2007.

Present: M Luntley (Chair), Dr T Allen, Professor P Burnham, Professor R Burns, Professor R Burridge, Professor P Edwards, Dr S Gardner, Professor A Harris, Professor M Harrison, Professor P Huddleston, Dr C Hughes (PAIS), Dr C Hughes (Sociology), Mr M Raivio, Professor S Ranson, Dr J Read, Professor A Reeve, Professor B Rosamond, Ms D Stevens, Professor S Stewart-Brown, Professor M Terry, Professor H Thomas, Professor M Waterson, Mr G Watt, Professor N Whiteside, Dr R Wilson (IER), Professor R Wilson (Computer Science).

Apologies: Professor C Aubrey, Professor R Higgott, Professor G Hundt, Dr D Lamburn, Professor G Lindsay, Professor P Marginson, Professor H Marland, Dr P Mizen, Dr F Peter, Professor H Polemarchakis, Professor E Robinson, Dr R Smith.

In Attendance: Ms A Backhouse, Ms H Kinnear, Ms N Muckle.

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19/06-07 Membership 2006/07

### REPORTED:

- (a) That Professor S Robinson would no longer represent Warwick Business School on the Graduate Appeals Committee panel, therefore Dr T Colling had been co-opted by the School as his replacement.
- (b) That Warwick Business School not yet co-opted a second representative for the Graduate Appeals Committee Panel.
- (c) That Mr R Broomfield had been co-opted by the Student's Union as the Board's postgraduate student member.
- (d) That Dr M Clayton would no longer represent the Department of Politics and International Studies on the Board, therefore the Head of Department had co-opted Professor S Rai as his replacement.
- (e) That the Director of the BA/BSc Philosophy, Politics and Economics degree, Dr F Peter, had been added to the membership of the Faculty First Year Board of Examiners.
- (f) That the Senate, at its meeting dated 6<sup>th</sup> December 2006, recommended to the Council:
  - (i) That the proposal to increase the representation on the Board of the Faculty of Social Studies of the Centre of English Language Teacher Education (CELTE) from one to two persons be approved.
  - (ii) That the revisions to Ordinance 7 as set out in paper BFSS.20/06-07 be approved.

And that the Council, at its meeting dated 13<sup>th</sup> December 2006, approved the recommendations.

- (g) That the CELTE had co-opted Dr R Smith to be its second representative on Board of the Faculty of Social Studies.

20/06-07 Minutes

CONSIDERED:

The Minutes of the meeting of the Board held on 8<sup>th</sup> November 2006.

RESOLVED:

That the minutes be approved.

21/06-07 Chair's Action (minute BFSS.07(a)/06-07 referred)

REPORTED:

That the Chair, acting on behalf of the Board, had approved a nomination from the Head of the Department of Sociology for Professor A Phizacklea to represent the Faculty of Social Studies on the University's Campus Life Committee.

22/06-07 Chair's Business

- (a) Security Issues in the Social Studies Building (minute BFSS.05(f)/06-07 referred)

REPORTED:

That with regard to security in the Social Studies Buildings and the implementation of a card access system, the University's Head of Security had:

- (i) Confirmed that in the case of a fire or a power cut all doors would be unlocked automatically;
- (ii) Confirmed that by using card controlled access, staff would have better access to the buildings at night and at weekends than at present;
- (iii) Been in discussions with the University Access Manager to make arrangements for buildings current not under card control to have an access system installed, noting that an access system could be implemented by the end of the Spring Term and that two individuals from within the Faculty would be required to act as access control managers.

RESOLVED:

That the Board was in support of implementing a card access system in Social Studies buildings currently not under access control.

- (b) Faculty Advisory Board (minute BFSS.12/06-07 referred)

REPORTED:

- (i) That the following nominations for membership of the Faculty Advisory Board had been submitted to the University Secretary for consideration:

- (A) Ms Polly Toynbee, Guardian columnist and broadcaster;
  - (B) Mr Will Hutton, Chief Executive of the Work Foundation;
  - (C) Dr Andrew Sentance, an external member of the Monetary Policy Committee of the Bank of England and a part-time academic at the University.
  - (D) Professor Alison Kitson, previously Director of the Royal College of Nursing Institute, and currently responsible for leading the RCN professional nursing agenda.
  - (E) Mr Alan Phillips, former graduate and honorary graduate (Doctor of Laws) of the University of Warwick, and adviser on human and minority rights.
  - (F) Mr Cho-oon Khong, Chief Political Analyst in the Global Business Environment team at Shell International.
- (ii) That it was proposed that the meeting of the Faculty Advisory Board scheduled to take place on 28<sup>th</sup> February be postponed until late March or early April, in order to expand membership.

(c) National Teaching Fellowship Scheme

REPORTED:

That the deadline for the National Teaching Fellowship Scheme had been extended and that nominations should be submitted to Sue Bennett, Director of the Centre for Academic and Professional Development.

23/06-07 Items for Strategic Discussion

(a) Space Developments in the Faculty of Social Studies

RECEIVED:

An oral report from the Chair of the Board on space developments in the Faculty of Social Studies.

REPORTED:

- (a) That the University's Space Management Group (SMG) was currently investigating the possibility of extending the Ramphal Building, noting that:
  - (i) The Department of Sociology had out-grown the building;
  - (ii) The School of Law had been identified by the SMG as a department which might benefit from relocating to the building, although the School's preference would be for the creation of a new building for its sole use.
  - (iii) Warwick Business School reported that its expansion plans originally incorporated involvement with the building, which the Estates Office was examining.

- (b) That due to the proposed relocation of the majority of IT Services staff to the Westwood Campus, the Space Management Group was investigating the possibility of relocating the Institute of Education's CeNTRE facilities, noting that the Institute was keen for any decisions regarding its accommodation to be made through a process of negotiation, as any loss in current CeNTRE provision would have significant consequences for the Institute.

(b) Profiling Faculty Research and Policy

CONSIDERED:

A paper from the Chair of the Board, proposed to be the substantive item on the Faculty Advisory Board meeting agenda, BFSS.12/06-07.

REPORTED: (by the Chair of the Board)

- (i) That the Faculty's contact with the policy community appeared to be at individual, group or unit level but not at institutional level, therefore the Advisory Board would be requested to consider how to raise the institutional profile of Social Studies at the University.
- (ii) That the purpose of raising awareness of the Faculty's activities would be:
  - (A) To achieve recognition for members of the Faculty to whom this is important;
  - (B) So that the Faculty could take advantage of new opportunities to target and acquire resources that it is currently unaware of, to enhance external perception of its work.
- (iii) That, following the relocation of the Work Foundation' offices in London and the expiration of the University's lease within the accommodation, it seemed unlikely that alternative accommodation with the Work Foundation would be found by the University, due to the high cost likely to apply to the Work Foundation's new location; it being noted that the consensus of opinion of members of the Board was that, if alternative accommodation was not to be found in London following the expiration of the lease at the Work Foundation, it would be a substantial loss to the Faculty in regard to the profiling of faculty research and policy.
- (iv) That a proposal for an 'Institute of Advanced Study' was supported in principle by the University Steering Committee.

REPORTED: (by Ms N Muckle)

- (v) That the University Research Committee had agreed to submit a proposal, to the University's Senior Officers executive group, for the establishment of research deans, who would have responsibility for multi-disciplinary and high profile initiatives and would receive an honorarium, noting:
  - (A) That some devolved departments already have individuals working in the capacity of a research dean;
  - (B) That if posts were to be created the post holders would sit on the University Research Committee;

- (C) That if only one research dean was to be appointed, the individual might sit on the Research Committee in the capacity of Chair, which is currently a voluntary post with limited influence.
- (D) That the committee was not unsupportive of the proposal, but remarked that there could be implications for chairs of other University committees, who do not currently receive an honorarium, if a research dean was to become Chair of the University Research Committee.

RESOLVED

That the Secretariat consult Research Support Services about the possibility of carrying out an audit of current contacts, within the Faculty, with policy makers.

24/06-07 Elections to University committees for the 2006/07 Academic Year (minute BFSS.07(b)/06-07 referred)

REPORTED:

That one nominee was still required to represent the Faculty on the Faculty of Arts Undergraduate Studies Committee (it being noted that this could not be a member of Undergraduate Studies Committee of the Faculty of Social Studies due to the scheduling of the meetings at the same time).

RESOLVED:

That Professor P Burnham would seek a nomination.

25/06-07 Policy on Use of Postgraduate Students for Teaching

REPORTED:

That at its meeting held on 22<sup>nd</sup> November 2006 the Academic Quality and Standards Committee resolved that a proposed policy on the use of postgraduate students for teaching should be referred to Faculty Boards for comment.

CONSIDERED:

The proposed policy on the use of postgraduate students for teaching, paper BGS.6/0607 (revised).

RESOLVED:

That the following comments be reported to the Academic Quality and Standards Committee:

- (a) Point 4 – ‘...postgraduate students who will undertake more than 20 hours teaching per year should have appropriate training’ – does ‘teaching’ refer to contact hours?
- (b) Point 6 – the Board would not endorse the view that the teaching of first year students was any less challenging or important than the teaching of other years.
- (c) Point 7 – it is unclear what is meant by ‘assessment and marking’; it would be helpful to know what current practice is. The Board recommends the removal of ‘where appropriate’ from the following sentence: ‘If the work being assessed is for

summative purposes, the marks should be moderated where appropriate by an academic member of staff.

26/06-07 Annual Course Review Process

REPORTED: (minute BFSS.03(b)/06-07 referred)

That the Secretary to the Board had contacted the Senior Assistant Registrar (Teaching Quality), with regard to the request to provide an update on progress with the project to pre-populate the quantitative data required as a part of the Annual Course Review process, and been informed that:

- (a) Departmental profiles published in the University's Academic Statistics brochure would address some areas of concern about data production, such as the provision of data on enrolments and qualifications;
- (b) Discussions were ongoing about how best to present information in Annual Course Review documents.

27/06-07 Report from the Faculty Undergraduate Studies Committee

RECEIVED:

The *unconfirmed* minutes of the Faculty Undergraduate Studies Committee meeting held on 24<sup>th</sup> January 2007, paper BFSS.13/06-07.

REPORTED:

That the Annual Course Review Report for the BA/BSc degree in Philosophy, Politics and Economics, which had not been received the by Secretariat of the Undergraduate Studies Committee, would be re-sent.

28/06-07 Report from the Faculty Graduate Studies Committee

RECEIVED:

The approved minutes of the Faculty Graduate Studies Committee meeting held on 1<sup>st</sup> February 2007, paper BFSS.14/06-07.

REPORTED: (by the Chair of the Graduate Studies Committee)

- (a) That all Annual Course Review Reports had now been received.
- (b) That the following new course proposals had been approved in principle:
  - (i) PG Certificate in the Teaching of Shakespeare for Drama Specialists (Institute of Education).
  - (ii) MA in Applied Social Research with specialism in Islam in Contemporary Societies (School of Health and Social Studies).
  - (iii) Postgraduate Diploma entitled 'Postgraduate Diploma in Specialist Social Work (Children and Young People, their Families and Carers) (School of Health and Social Studies).
  - (iv) Postgraduate Diploma entitled 'Postgraduate Diploma in Specialist Social Work (Adults) (School of Health and Social Studies).

- (v) LLM in International and Comparative Criminal Justice (School of Law).
  - (vi) Diploma in Service Leadership (Singapore Specialist Diploma) (Warwick Business School).
  - (vii) MA International Security (Department of Politics and International Studies).
  - (viii) Restructuring of the PG programmes in Academic and Professional Practice (Centre for Academic and Professional Development).
- (c) That with regard to the proposal to introduce an award of merit or starred distinction at taught Masters' level, currently being considered by the Board of Graduate Studies, the Graduate Studies Committee of the Faculty of Social Studies did not support the proposal, as it would not wish for a prescriptive regulation across the faculties to be introduced, noting that some departments already include the award of starred distinction informally on transcripts, but not on degree certificates, and that the Students' Union was strongly in favour of the proposal and would be pursuing it.

29/06-07 Report from the Faculty Research Committee

RECEIVED:

The minutes of the Faculty Research Committee meeting held on 31<sup>st</sup> January 2007, paper BFSS.15/06-07.

REPORTED:

That the Faculty Research Committee, at its meeting held on 31<sup>st</sup> January 2007, resolved that the following proposals for the establishment of research centres be considered the Board of the Faculty of Social Studies for approval:

- (a) A proposal from the Department of Economics to establish an Economics Research Institute (ERI), paper BFSS.16/06-07.
- (b) A proposal to establish CRETA (Centre for Research in Economic Theory and Applications), paper BFSS.17/06-07.

RECOMMENDED: (to the Senate)

That the proposals be approved.

30/06-07 Matters Relating to Existing Faculty Research Centres

(These items were chaired by Professor A Harris, Deputy Chair of the Board)

- (a) Consciousness and Self-Consciousness Research Centre..

REPORTED:

That the proposal for the establishment of the Consciousness and Self-Consciousness Research Centre was approved by the Board of the Faculty of Social Studies in November 2004 (BFSS.10/04-05), however the proposal had not subsequently been submitted to the Senate for approval, in order for it to become a formally constituted University Research Centre.

RECEIVED:

Updated constitution and membership of the Consciousness and Self-Consciousness Research Centre for approval by the Committee before being submitted to the Senate, paper BFSS.18/06-07.

RECOMMENDED: (to the Senate)

That the updated constitution and membership be approved.

(b) Centre for Research in Philosophy, Literature and the Arts

CONSIDERED:

A proposal to change the name of the 'Centre for Research in Philosophy and Literature' to the 'Centre for Research in Philosophy, Literature and the Arts', paper BFSS.19/06-07.

RECOMMENDED: (to the Senate)

That the proposal to change the name of the 'Centre for Research in Philosophy and Literature' to the 'Centre for Research in Philosophy, Literature and the Arts' be approved.

31/06-07 Appointment of Directors of Research Centres in the Faculty

REPORTED:

That the Senate, at its meeting held on 6<sup>th</sup> December 2006, resolved that Dr C Turner and Dr R Rogowski be appointed as co-directors of the Social Theory Centre until the end of the 2008/09 academic year (Senate minute 38(b)/06-07 refers).

33/06-07 ESRC Visit

REPORTED:

- (a) That on 21<sup>st</sup> March a lunchtime seminar entitled 'Applying for ESRC research grants and fellowships', would be held by the Institute of Education, at which the Vice-Chair of the ESRC (Economic and Social Research Council) Research Grants Board would give a presentation;
- (b) That the Director of the Institute would invite members of the faculty to attend the seminar, via Research Support Services.

33/06-07 Next Meeting

REPORTED:

That the next meeting of the Board would be held on 30<sup>th</sup> May 2007.