

UNIVERSITY OF WARWICK

Board of the Faculty of Social Sciences

Minutes of the Meeting held on Wednesday 9 November 2011

- Present:** Professor C Hughes (Chair), Professor K Ansell-Pearson, Professor S Brammer, Professor D Firth, Dr C Harrison, Professor C Hoerl, Professor C Hughes, Dr D Lamburn, Professor R Naylor, Professor A Norrie, Dr D Orrells, Dr F Peter, Professor N Piercy, Professor A Reeve, Professor K Seers, Professor H Spencer-Oatey, Ms A Stewart, Professor M Waterson, Professor D Wilson.
- In attendance:** Ms R Lambert, Dr N Muckle, Professor S Swain (for item 6/11-12), Mrs H Wollerton.
- Apologies:** Dr I Abbott, Dr A Adams, Professor S Breslin, Professor M Carpenter, Professor A Cassam, Professor N Charles, Dr N Chen, Professor S Croft, Dr C Fox, Mr J Harrison, Dr K Haywood, Dr C Hersch, Dr M Lee, Professor R Lindley, Professor R Leng, Dr N Lee, Professor G Lindsay, Professor A Muthoo, Professor M Parker, Professor P Raffield, Professor J Smith, Dr Z Stemplowska, Professor M Taylor, Dr C Wilkie, Dr J Winston, Dr C Wright.

MATTERS CONSIDERED BY THE BOARD

1/11-12 Constitution, Membership & Terms of Reference

CONSIDERED:

- (a) The Terms of Reference of the Board of the Faculty of Social Sciences, as stated in the University Calendar 2011-12 (<http://www2.warwick.ac.uk/services/gov/atoz/bfss/#tor>):
- (i) To regulate, subject to these 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;
 - (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 15;

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

RECEIVED:

An updated committee membership of the Board of the Faculty of Social Sciences and its sub-committees for the Academic Year 2011-12, including nominations to other University Committees, paper BFSS.1/11-12.

REPORTED (by the Chair):

That it was reasonable to have confidence in the Sub-Committees of the Faculty in undertaking its delegated business, and as such in appropriately managing the relevant Terms of Reference pertaining to that business, particularly the Term of Reference noted under 1a(i) above.

RESOLVED:

That the Secretary map agenda items against the Terms of Reference for the Board, for consideration at the next meeting, as reassurance that the business of the Board fully and adequately addresses its Terms of Reference.

2/11-12

Minutes

CONSIDERED:

The minutes of the meeting of the Board held on 1 June 2011.

RESOLVED:

That the minutes be approved.

3/11-12

Matters Arising

- (a) Committee Elections – Academic Quality and Standards Committee
(minute 32b(i)/10-11 refers)

REPORTED:

That Professor Andrew Reeve, from the Department of Politics and International Studies, had been appointed to serve as representative of the Board of the Faculty of Social Sciences on the Academic Quality and Standards Committee for 2011/12.

- (b) Warwick Institute of Public Policy (minute 33b/10-11 refers)

REPORTED:

That there had been unforeseen delays to the recruitment process for the post of Director of the Warwick Institute of Public Policy and, as such, interviews would now take place on 24 November, it being noted that candidates had now been informed of the interview date.

- (c) Research Centre Governance (minute 33c/10-11 refers)

REPORTED:

That at its meeting on 23 June 2011, Research Committee considered concerns raised regarding the implications of the changes to Research Centre governance on the involvement of Faculty Boards regarding the establishment and dis-establishment of Research Centres, and recommended to the Senate (minute RC 66/10-11 refers):

That the principles of Research Centre Governance as set out in paper RC.47/10-11 be approved subject to the following amendment to 1b (deletions ~~struck through~~, additions underlined) and noting the concerns of the Research Committee:

Faculty Boards ~~may offer a view on proposals but it is not a requirement that they do so~~ will be invited to provide a view and advice but will not have responsibility for the final decision

- (d) ESRC Doctoral Training Centre (minute 33d/10-11 refers)

RECEIVED:

An update from the Chair of the Board, on behalf of the current Director, updating members on recent developments in the ESRC Doctoral Training Centre (DTC), it being noted that:

- (i) Professor Celia Lury has been appointed as Joint Director of the DTC and the new Faculty-based Centre for Interdisciplinary Methodologies, from January 2012;
- (ii) A DTC Management Committee, chaired by Professor Christina Hughes as Chair of the Faculty of Social Sciences, had been formally constituted;
- (iii) The DTC has organised the provision of four Core Training Modules, which have been designed to meet the ESRC expectations for research methods and researcher development training;
- (iv) The Core Training Modules would be part-funded in 2011-12 by a grant of £40,000 from the Graduate School;

RESOLVED:

That the Secretary circulate, as paper BFSS.7/11-12 the DTC briefing paper produced by Professor L Bridges, interim Director of the DTC, to all members for information.

- (e) Global Priority Programmes (previously Social Sciences Research Hubs). (minute 33e/10-11 refers)

RECEIVED:

An oral report from Ms N Muckle to update the Committee on developments in relation to the Global Priority Programmes, noting in particular that:

- (i) Of the ten broad research themes spanning the Global Priority Programme, four were specifically Social Science focussed (International Development, Global Governance, Individual Behaviour and Public Policy), and as such led by the Faculty;
- (ii) Primary funding was available to establish research collaborations in the four areas, noting that given existing fields of research in the Faculty, some of these themes were more developed than others;
- (iii) The Public Policy programme would have strong links with the Warwick Institute for Public Policy (WIPP), and as such development of this theme was on hold pending the formal establishment of WIPP in the new year;
- (iv) Communication regarding the activities and themes of the Global Priorities Programmes would be circulated in due course to alert colleagues to collaborative opportunities.

4/11-12

Chair's Business

- (a) Welcome to new Members and new Committee Chair(s)

REPORTED: (by the Chair)

That Professor C Hoerl had recently taken over as Chair of the Undergraduate Committee, and as such was welcomed to his first meeting of the Board.

- (b) Graduate Studies Committee

REPORTED (by Ms A Stewart):

- (i) That the first module audit undertaken by the Committee (of the Department of Sociology) has been a success, noting that the Committee were comfortable with the required rigor of the exercise to ensure due probity;
- (ii) That there was to be a briefing session, held in association with the Graduate School for Faculty and Departmental scholarship scorers, on 24 November, adverts for which would be circulated shortly;

- (iii) That a Scholarships Window of Warwick session was being held on 21 November which might also be of interest to scorers in the Faculty.

RESOLVED:

That colleagues in the Faculty be encouraged to attend the briefing on 24 November.

(c) Institutional Review for Teaching and Learning: Update

REPORTED: (by the Chair)

- (i) That the Institutional Review of Teaching and Learning was taking place between 15 and 17 November, and members of the Faculty were encouraged to actively and creatively engage in the process, noting the value of the process ahead of the QAA Institutional Review next year;
- (ii) That contingency plans have been put in place to mitigate any potential impact on the Institutional Review of the ongoing industrial action.
- (iii) That the following stage of the Institutional Review will be Faculty Engagement in the Spring term.

(d) Early Career Development Activities (Autumn 2011): Impact and External Engagement

REPORTED: (by the Chair)

- (i) That it was important to profile the excellent research being undertaken at Warwick with a view to identifying potential areas of impact and increasing external engagement with research at Warwick;
- (ii) That two events were planned for the Autumn term for Early Career researchers on these topics;
- (iii) That an Impact Officer will be appointed to take up post from the new year to support this engagement, particularly in the context of the upcoming Research Excellence Framework and the focus on research impact in the assessment portfolio;
- (iv) That focus would also be on encouraging early career researchers in collaborative research with a view to fostering a higher profile for early career research at Warwick.

(e) Faculty Research Forum Funding

REPORTED: (by the Chair)

- (i) That funding for the Faculty Research Forum has doubled in 11/12 to £10k;

- (ii) That colleagues across the Faculty will be encouraged to make use of this resource to support smaller, innovative research projects.
 - (iii) That some of this funding will also be used to support strategic faculty wide activities.
- (f) CIF2 Bids for Social Sciences

REPORTED: (by the Chair)

- (i) That the University had recently approve allocation of CIF2 funds to a number of strategic projects supporting research and teaching innovation across a number of departments;
- (ii) That three bids had been submitted for funding consideration by the Faculty, of which one bid, relating to the refurbishment of the Avon building at the Westwood campus, was successful and has been allocated £2m funding;
- (iii) The remaining bids for funds to replace the windows in the Social Sciences building, and to refurbish B and C blocks of the Social Sciences building had not been successful;
- (iv) The Director of Estates had indicated that a subsequent bid had been made to the Local Enterprise Partnership for funding to replace the windows in Social Sciences however timescale for receiving a response on the bid was unclear;
- (v) That a joint project between the IATL and the Space Management and Timetabling team to transform the seminar teaching spaces in the Ramphal building had been awarded £1m; colleagues were therefore encouraged to engage with the Space Management team to provide suggestions and feedback in relation to the project.

(by Professor H Spencer-Oatey):

- (vi) That it was of significant importance to the morale of colleagues in the Faculty that the windows been replaced imminently, it being noted that the poor quality of the windows resulted in cold and insecure offices.

5/11-12 School of Health and Social Studies

CONSIDERED:

A paper from the Deputy-Vice Chancellor and the Pro-Vice Chancellor (Research: Arts and Social Sciences) together with a briefing document from the Deputy Vice-Chancellor and the Chair of the Board of the Faculty of Social Sciences regarding future directions for the School of Health and Social Sciences (BFSS.2/11-12).

REPORTED (by Professor C Harrison):

- (a) That the review process was seen positively by the School and its staff, particularly in light of the changing research emphasis of the School, and current discussions regarding submission strategies for the upcoming REF;
- (b) That a consultation regarding the potential future directions of the School would be undertaken shortly to canvas opinion within the School (alongside the current review within the wider Faculty and University) to assess in further detail the strengths and weakness within the School and to consider implications of fit within the Faculty;
- (c) That the link with the Warwick Medical School was already evident in the teaching curricula of the School;

(by Professor D Wilson)

- (d) That SHSS currently was seen to have three main strands of activity, and therefore the Faculty should be cognisant that one potential outcome of wider consultation of the future of SHSS could be to divide the School up into its 'component' parts subsumed by relevant departments in the Faculty;
- (e) That it would be important for the Faculty to consider its position with respect to potential outcomes.

(by Professor C Hoerl)

- (f) That there was a risk that a formal merger of (all or part of) SHSS within WMS, might negatively impact on existing (and new) collaborations with SHSS by other departments in the Faculty.

(by the Chair):

- (g) That, to address potential concerns from other departments in the Faculty, there was not an intention to review other departments in the Faculty, it being noted that the driver for the proposals detailed in paper BFSS.2/11-12 had been motivated internally from SHSS;
- (h) That the option to cease all the activity currently undertaken by SHSS was not on the table, it being noted that discussions were focussed around ways in which to strengthen the activities of the School;
- (i) That this stage of the consultation process would be concluded by the end of the current term, with the expectation that recommendations be submitted to Steering for consideration early in the new year.

RESOLVED:

- (a) That the Board record its support for the consultation regarding the future of SHSS, as detailed in paper BFSS.2/11-12;

- (b) That any further comments members of the Board wished to make in relation to the proposal should be forwarded to the Chair (and copied to the Secretary) as soon as possible.

6/11-12 Development of Hispanic Studies unit (minutes BFA.32/09-10 and 35/10-11 refer)

CONSIDERED:

A paper from the Chair of the Faculty of Arts seeking approval for the creation of Hispanic Studies and a Sub-faculty of Modern Languages, noting that, at its meeting on 5 October 2011, the University Senate approved proposals from the Deputy Vice-Chancellor and Chair of Faculty of Arts for the formation of an Hispanic Studies unit and a Sub-Faculty of Modern Languages (BFSS.3/11-12).

REPORTED (by the Chair of the Board of the Faculty of Arts):

- (a) That the new Hispanic Studies Unit would initially comprise of one Professor, two more junior appointments and a number of Language Assistants;
- (b) That it was hoped that the creation of the new Unit would support the expansion of Modern Languages departments globally;
- (c) That there were no further intended wider precedents to be set through the creation of the Sub-Faculty, but rather its establishment would facilitate efficient, targeted and discipline specific management of cognate departments in order to drive forward strategic development in the area;
- (d) That the appointment of a Chair of the Sub-Faculty of Modern Languages was being considered currently.

(by Professor H Spencer-Oatey):

- (e) That the initiative was welcomed by the Centre for Applied Linguistics, noting that it was hoped that the proposal would lead to further collaboration between the Centre and modern language departments, particularly in the field of translation;
- (f) That the Centre would welcome continued dialogue with the Faculty of Arts in relation to the establishment of the Hispanic Unit and the Sub-Faculty of Modern Languages and potential areas of collaborations.

RESOLVED:

That the Board were supportive of the proposal for the formation of an Hispanic Studies unit and a Sub-Faculty of Modern Languages.

Changes to Senior Management

RECEIVED:

An oral report from the Chair on the changes to the senior management team, including portfolio spread, noting in particular that:

- (a) The Deputy Vice-Chancellor, Professor Mark Smith, had recently been appointed as Vice-Chancellor at Lancaster University;
- (b) The process to appoint a new Deputy Vice-Chancellor would commence in due course, however the following interim arrangements had been agreed in relation to the portfolio of responsibilities covered by the Deputy Vice-Chancellor:
 - (i) Professor Koen Lamberts would move portfolio to become Pro-Vice-Chancellor (Academic Resourcing), chairing both the Academic Resourcing Committee, Capital Planning and Accommodation Review Group and chairing Academic Staff Committee, when required, on behalf of the Vice-Chancellor;
 - (ii) Professor Tim Jones would act as Pro-Vice-Chancellor for Research (Science and Medicine) in addition to his existing responsibilities for Knowledge Transfer and Business Engagement;
 - (iii) Professor Ann Caesar would retain her portfolio as Pro-Vice-Chancellor for Education and Student Experience including the internationalisation of the student experience and the development of interdisciplinary and research-led learning;
 - (iv) Professor Margot Finn would retain her portfolio as Pro-Vice-Chancellor for Access, Widening Participation and Development, but would additionally lead on student employability and entrepreneurship;
 - (v) The Registrar would pick up a number of project developments from the Deputy Vice-Chancellor, including the development of the partnership with Monash University.
- (c) Given the increased number of Pro-Vice-Chancellors (all appointed at 0.8 FTE), together with the increased management capacity provided by Chairs of Faculty, it was anticipated that there would still be sufficient capacity in the Senior Management Team for the interim period prior to a successor as Deputy Vice-Chancellor being appointed.

8/11-12

Chair's Action

- (a) Faculty Board Membership – Department of History

REPORTED:

That it had been approved by Chair's action that Dr Rosa Salzberg would replace Dr Mia Lee on the membership of the Board of the Faculty of Social Sciences for the Department of History from the start of the 11-12 academic year.

9/11-12

Committee Elections

- (a) Board of Graduate Studies

REPORTED:

That a representative from the Board of Faculty of Social Sciences has yet to be appointed to serve on the Board of Graduate Studies (BGS).

(by the Chair):

That the Chair of the Graduate Committee of the Faculty would propose nominations for a representative of the Committee to serve on the Board of Graduate Studies, and report back at the next meeting of the Board.

- (b) E-learning Steering Group

REPORTED:

That a Faculty vacancy on the E-Learning Steering Group remained for 11-12.

RESOLVED:

That members submit nominations for a Faculty representative to serve on the E-Learning Steering Group for 11-12 to the Secretary by no later than 30 November for approval by the Chair.

ITEMS RECEIVED FOR INFORMATION

10/11-12 Report from the Faculty Undergraduate Studies Committee

RECEIVED:

The unconfirmed minutes of the meeting of the Faculty Undergraduate Studies Committee held on 19 October 2011, BFSS.4/11-12.

11/11-12 Report from the Faculty Graduate Studies Committee

RECEIVED:

The unconfirmed minutes of the meeting of the Faculty Graduate Studies Committee held on 28 October 2011, BFSS.5/11-12.

12/11-12 Report from the Faculty IT Committee

RECEIVED:

The unconfirmed minutes of the meeting of the Faculty IT Committee held on 26 October 2011, BFSS.6/11-12.

13/11-12 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 Committee are published on the University's Governance website at:
<http://www2.warwick.ac.uk/services/gov/atoz/aqsc/minutes/>

14/11-12 Autumn Term Faculty Lunch

REPORTED:

That the Autumn Term Faculty Lunch will be held on Wednesday 7 December from 12.30pm in the Social Sciences Lounge, D2.03, Warwick Business School.

15/11-12 Joint Faculty of Arts and Faculty of Social Sciences Lunch

REPORTED:

That the Spring term Faculty lunch will be held jointly with the Faculty of Arts at 12.30pm on 8 February 2011, in the Wolfson Research Exchange, noting that this date supersedes the previously advised Spring term Faculty Lunch date.

16/11-12 Dates of 2011-12 Committee Meetings

REPORTED:

That the remaining dates and venues for the Board's meetings for the academic year 2011-12 are as follows:

Wednesday 8 February 2012 at 10.00am in the Council Chamber, University House.
Thursday 24 May 2012, at 10.00am in the Council Chamber, University House.