

# UNIVERSITY OF WARWICK

## Board of the Faculty of Social Sciences

Minutes of the meeting of the Board of the Faculty of Social Studies held on 11<sup>th</sup> November 2009.

Present: Professor C Hughes (Chair), Prof R Aldrich, Dr C Anderson, Professor M Carpenter, Professor Q Cassam, Dr C Constable, Professor N Ireland, Dr S Kettell, Dr D Lamburn, Professor R Lindley, Professor M Luntley, Professor A Muthoo, Professor A Neal, Dr F Peter, Professor B Rosamond, Dr J Smith, Dr H Spencer-Oatey, Professor J Tritter and Professor M Waterson.

Apologies: Dr A Adams, Dr G Bhambra, Mr A Brewerton, Professor P Christensen, Professor R Davies, Professor P Edwards, Professor J Faundez, Dr L Guyver, Professor M Harrison, Professor P Huddleston, Mr R Leng, Professor G Lindsay, Dr F MacCallum, Professor P Marginson, Professor J McEldowney, Professor C Read, Professor A Reeve, Mr J Roberts, Professor H Thomas, Professor M Watson and Professor D Wilson.

In Attendance: Ms A Bell (Secretary), Dr G Fisher, Ms E King, Ms H Wollerton; Dr P Sutcliffe in lieu of Dr A Adams; Professor L Bridges for item 6/09-10(a); Dr G Carden for item 6/09-10(b); and Dr T Bell for item 6/09-10(c).

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1/09-10

### Constitution, Membership & Terms of Reference

#### REPORTED:

- (a) That the University Calendar 2009-10 (<http://www2.warwick.ac.uk/services/gov/calendar/section2/>) states that the Board of each Faculty shall have the following powers and functions:
- (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 18.
  - (vii) To discharge such other functions as the Senate may from time to time determine.
- (b) That, following a ballot of members of the Board of the Faculty of Social Sciences in June 2009, Professor Christina Hughes was elected to the position of Chair of the Board of the Faculty of Social Sciences for 2009-10.

RECEIVED:

- (c) Updated committee membership of the Board of the Faculty of Social Studies and its sub-committees for the Academic Year 2009-10, including nominations to other University Committees, paper BFSS.29/08-09(revised).

CONSIDERED:

- (d) A proposal that Professor Mark Harrison be appointed as Deputy Chair of the Faculty for 2009-10.

RESOLVED:

- (e) That the proposal that Professor Mark Harrison be appointed as Deputy Chair of the Faculty for 2009-10 be approved.

2/09-10

Minutes

RECEIVED:

The minutes of the meeting held on 27<sup>th</sup> May 2009.

3/09-10

Matters Arising

REPORTED:

- (a) Governance Reviews (minute BFSS.42/08-09 refers)
  - (i) That the Constitutional Review Group would report to the Vice-Chancellor by the end of January 2010 with a view to a report outlining the conclusions of the Group being presented to the meetings of the Senate and the Council in the Spring Term 2010.
  - (ii) That the Steering Committee, on behalf of the Senate, had resolved in the Spring Term 2009 that Strategic Departmental Reviews (SDR) scheduled for 2009/10 be postponed to allow for a review of the SDR process, noting that no SDRs would take place during 2009-10 in the Faculty of Social Sciences.

- (iii) That the review of the SDR process would take place in the context of the Constitutional Advisory Group and would consider and agree the aims and objectives of the process, alongside determining the structure that would best support achieving them.

RECEIVED:

- (iv) An oral report from the Chair outlining the submission made by Heads of Departments within the Faculty of Social Sciences to the Constitutional Review Group, noting that Heads of Department may wish to circulate the submission within departments for discussion.

CONSIDERED:

- (v) A request from Economics for a more efficient module approval process, and resolved that the Chair discuss the amount of paperwork required with the Assistant Registrar in Teaching Quality and report to the Board at the next meeting.

RECEIVED:

- (b) Board of Examiners' Conventions for Faculty First Year Board of Examiners (minute BFSS.54/08-09 refers)

Revised First Year Board of Examiners conventions, as set in paper BFSS.37/08-09 (revised) (copy attached), noting that the changes to the Philosophy and Warwick Business School conventions were approved by the Chair on behalf of the Board since the last meeting.

4/09-10

Freedom of Information

REPORTED:

- (a) That the Steering Committee at its meeting on 29<sup>th</sup> 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/>
- (c) That copies of paper SC 60/07-08 are available from the Secretary on request.

5/09-10

Chair's Business

REPORTED:

That Harry Kuchal, a PhD student from CAL, had been appointed as Faculty Co-ordinator for 3 months to enhance communication within the Faculty, and that his role would include producing a monthly calendar of events, maintaining the Faculty website, setting up mailing lists, and supporting Faculty activities and events.

6/09-10

Items for Strategic Discussion

CONSIDERED:

(a) Doctoral Training Centres

An oral update from Chair of the Graduate School about an application to the ESRC for Warwick to be recognised as a Doctoral Training Centre, noting that:

- (i) The University would apply to be accredited as a DTC in its own right and not as part of a collaborating bid.
- (ii) The application would be submitted in March 2010 and the decision was expected in the summer of 2010.
- (iii) The ESRC model is more flexible than the AHRC one and there would not be set numbers of postgraduate students for each department.
- (iv) A working group consisting of Lee Bridges, Christina Hughes and Richard Higgott would prepare a first draft by Christmas.
- (v) There were 3 main questions that needed to be addressed:
  - (A) How much core research training should be carried out on a Faculty-wide basis rather than on a subject specific basis?
  - (B) How far would departments want to retain the 1+3 model with a separate MA?
  - (C) How can Warwick move forward with advanced training?

(b) Research Excellence Framework

A presentation from the Director of Information Management and Planning about the Research Excellence Framework, noting that a copy of the PowerPoint presentation was circulated to members after the meeting.

(c) Special Examination Arrangements

CONSIDERED:

A memo from the Chair of the Board regarding Special Examination Arrangements, as set out in paper BFSS.1/09-10, noting that the Administrative Office for Examinations and Assessment was in attendance for this item and that

RESOLVED:

That the Chair would consult with the Examinations Office about Special Exam Arrangements and that guidance, including deadlines, would be re-issued to departments.

7/09-10 Report from the Faculty Undergraduate Studies Committee

RECEIVED:

The confirmed minutes of the meeting of the Faculty Undergraduate Studies Committee held on 21<sup>st</sup> October 2009, paper BFSS.2/09-10.

8/09-10 Report from the Faculty Graduate Studies Committee

RECEIVED:

The unconfirmed minutes of the meeting of the Faculty Graduate Studies Committee held on 27<sup>th</sup> October 2009, paper BFSS.3/09-10.

9/09-10 Faculty Forum on Teaching and Learning

RECEIVED:

The confirmed minutes of the meeting of the Faculty Forum on Teaching and Learning held on 3<sup>rd</sup> November 2009, paper BFSS.4/09-10.

10/09-10 Faculty Research Forum

REPORTED:

That the next meeting of the Faculty Research Forum would be held on Wednesday 25<sup>th</sup> November, 2-4pm, in room R1.15, noting that the Forum was open to everybody in the Faculty.

CONSIDERED:

An oral update from the Chair of the Research Forum, concerning the following:

- (a) Funding of the Forum;
- (b) A proposal for an 'Impact' day, to be organised in association with the Institute of Advanced Study;
- (c) The proposed continuation of an informal working group of Directors of Research.

11/09-10 Report from the Faculty IT Committee

RECEIVED:

The draft minutes of the meeting of the Faculty IT Committee held on 4<sup>th</sup> November 2009, paper BFSS.5/09-10.

12/09-10 Matters Relating to Faculty Research Centres for Consideration

CONSIDERED:

Centre for Competitive Advantage in the Global Economy (CAGE)

A proposal by the Department of Economics for the establishment of the Centre for Competitive Advantage in the Global Economy, as set out in papers BFSS.6/09-10 (memo), BFSS.7/09-10 (proposed constitution) and BFSS.8/09-10 (proposed organisational chart).

RESOLVED:

That Professor Nick Crafts, on the recommendation of the Head of the Department of Economics, be appointed as the Director of CAGE for the period 1 January 2010 to 31 December 2014.

RECOMMENDED: (to the Senate)

That the proposal by the Department of Economics for the establishment of the Centre for Competitive Advantage in the Global Economy, as set out in papers BFSS.6/09-10 (memo), BFSS.7/09-10 (proposed constitution) and BFSS.8/09-10 (proposed organisational chart) be recommended to the Senate for approval.

13/09-10 Annual Course Reviews

REPORTED:

- (a) That the deadline for the receipt by the Assistant Secretary (undergraduate) of Annual Course Review reports for undergraduate courses was Friday 27<sup>th</sup> November 2009.
- (b) That the deadline for the receipt by the Assistant Secretary (postgraduate) of PGR Annual Course Review reports was Friday 18<sup>th</sup> December 2009.
- (c) That the deadline for the receipt by the Assistant Secretary (postgraduate) of PGT Annual Course Reviews was Friday 12<sup>th</sup> March 2010.

14/09-10 Report from the University International Committee

RECEIVED:

The minutes of the meeting of the International Committee held on 10<sup>th</sup> June 2009, paper BFSS.9/09-10.

15/09-10 Report from the University Research Committee

RECEIVED:

The confirmed minutes of the meeting of the University Research Committee held on 17<sup>th</sup> September 2009, paper BFSS.10/09-10.

16/09-10      Matters Relating to Faculty Research Centres for Report

REPORTED:

That the Chair had approved on behalf of the Board the appointment of Dr P Mizen as Director of the Centre for Comparative Labour Studies for 2009-10.

17/09-10      Date of Next Meeting

REPORTED:

That the date of the next meeting was Wednesday 10<sup>th</sup> February 2010 at 10am in the Council Chamber, University House and that the deadline for receipt of papers for this meeting was Wednesday 27<sup>th</sup> January 2010.

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