

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 8th February, 2006.

Present: Professor M Luntley (Chair), Dr J Ainley, Professor C Aubrey, Professor L Bridges, Professor P Burnham, Professor R Burridge, Dr P Ferdinand, Professor R Fine, Dr S Gardner, Professor A Harris, Professor R Higgott, Dr C Hoerl, Dr C Hughes, Dr P Mizen, Professor R Naylor, Professor A Paliwala, Professor J Scholte, Mr G Siles-Brugge, Ms D Stevens, Professor M Terry, Dr M Thomson, Dr R Wilson, Dr C Wright

Apologies: Mr L Askins, Professor P Elias, Professor P Huddleston, Dr C Humphreys, Professor G Hundt, Professor R Lindley, Professor G Lindsay, Professor P Marginson, Professor J McGee, Dr P Poellner, Professor A Reeve, Professor H Thomas, Professor M Waterson, Dr M Zehfuss

In Attendance: Ms E Heath, Mr N Hull, Assistant Registrar (Graduate School) [for items 18 & 19/05-06], Head of Marketing & Recruitment Strategy [for item 18/05-06]

14/05-06 Minutes

RESOLVED:

That the minutes of the meeting of the Board held on 2nd November, 2005, be approved.

15/05-06 Matters Arising

(a) Master of Public Administration Examination Conventions (minute 11/05-06 refers)

REPORTED:

- (i) That at the last meeting of the Board it was resolved that the Board of Graduate Studies be requested to clarify the approval process for revisions to examination conventions.
- (ii) That, at the meeting of the Board of Graduate Studies held on 10th November, 2005, it was resolved that departments were required to adopt the faculty-wide marking bands and descriptors previously approved, but were able to provide more detailed advice to students in student handbooks on the application of these descriptors within each discipline.
- (iii) Further, it was noted that the Graduate School would undertake an initial review of departmental examination conventions and other relevant documentation in light of the revised penalties for late submission of work and will advise Faculty Graduate Studies Committees of any anomalies.

- (b) Quinquennial Review of the Centre for English Language Teacher Education (minute 13/05-06 refers)

REPORTED:

That the Quinquennial Review of the Centre for English Language Teacher Education took place on the 22nd and 23rd November, 2005, and that the Review report will be considered by the Steering Committee later this term.

- (c) Centre for Research into Gifted and Talented Education (minute 28/04-05 refers)

CONSIDERED:

That, pending approval of the Centre for Research into Gifted and Talented Education by the Senate, the representative of the Warwick Institute of Education on the Centre's Advisory Board be Professor A. Harris.

RESOLVED:

That nominations for the second individual from the Faculty to serve on the Advisory Board for the Centre for Research into Gifted and Talented Education be sought, it being noted that nominations should be forwarded to the Chair of the Faculty.

RECOMMENDED: (to Strategy Committee)

That the nomination of Professor A Harris to the Centre for Research into Gifted and Talented Education Advisory Board be approved, subject to the Centre being approval by the Senate.

16/05-06 Chair's Action

Faculty Advisory Board Membership

REPORTED:

- (a) That the Chair, acting on behalf of the Board, had recommended (to Strategy Committee) the approval of three new members of the Faculty Advisory Board, subject to approval by the Chair of the Faculty Advisory Board, paper BFSS.11/05-06.
- (b) That the Vice-Chancellor, acting on behalf of Strategy Committee, had since approved the nomination of Mr S Finch.
- (c) That, subsequently, Mr P Manser had been nominated for membership of the Faculty of Arts Advisory Board.

17/05-06 Chair's Business

(a) Faculty Lunch

REPORTED:

That at the last Faculty of Social Studies Lunch, held on 16th November, 2005, it had been resolved:

- (i) that, despite the decision not to proceed with the campus in Singapore, departments should be encouraged to continue to develop and promote their own international strategies, and
- (ii) that the Deputy Chair of the Faculty would be meeting (or had already met) with each department in the Faculty to discuss the issue of internationalisation and would report back to the Board in the summer term, 2006.

(b) Report to Steering Committee

RECEIVED:

The paper presented by the Chair of the Board to Steering Committee at its meeting held on 30th January, 2006, paper BFSS.23/05-06.

18/05-06 Strategic Item for Discussion: Postgraduate Research students

CONSIDERED:

- (a) A paper from the Assistant Registrar (Postgraduate Admissions) on the current levels of applications for such students for 2006/07, paper BFSS.12/05-06.
- (b) A paper from the Assistant Registrar (Planning & Management Information) setting out the levels of postgraduate research students currently enrolled in the faculty, paper BFSS.13/05-06.
- (c) An oral report from the Chair of the Board of Graduate Studies and the Assistant Registrar (Graduate School) regarding current issues in the funding and support for postgraduate research students.

RESOLVED:

- (a) That papers BFSS.12/05-06 and BFSS.13/05-06 and the oral report from the Chair of the Board of Graduate Studies and the Assistant Registrar (Graduate School) be approved, it being noted that the Faculty was of the opinion that whilst the quantity of postgraduate research students was important, the issue of the quality of such students being recruited must also be considered.
- (b) That Heads of Departments be encouraged to forward to the Chair of the Board of Graduate Studies any suggestions they might have regarding the review being undertaken into the Warwick Postgraduate Research Fellowship Scheme.

- (c) That departments' attention be drawn to the ability for staff from the Careers Service to give a presentation to postgraduate research students regarding potential career paths which may be open to them.
- (d) That departments consider the possibility of enrolling more postgraduate research students on a part-time basis to permit such students to also undertake part-time employment to help fund their studies and maintenance costs whilst at University.

19/05-06 Submission and Qualification rates

REPORTED:

- (a) That the Board of Graduate Studies, at its meeting on 12 January, 2006, resolved that the Faculty Graduate Studies Committees be asked to consider the issue of submission and qualification rates for postgraduate research students and the measures that may be taken to improve these, noting that:
 - (i) The Graduate School would be taking steps to ensure the consistent implementation of the current extension charge, so that all students who fail to submit by the end of the writing up period would be liable for the charge, whether or not they make a formal request for an extension from the Graduate School;
 - (ii) The Graduate School would also be issuing more reminders to students and departments with regard to deadlines earlier and more frequently than is currently the case.
- (b) That the large volume of business before the Graduate Studies Committee of the Board of the Faculty of Social Studies prevented in-depth consideration of this issue at its meeting of 24th January, 2006.

CONSIDERED:

A paper on the submission and qualification rates for postgraduate research students in the Faculty of Social Studies, paper BGS.21/05-06.

RESOLVED:

- (a) That paper BGS.21/05-06 be approved, it be noted that other Russell Group institutions tended to have higher proportions of research students in the sciences than Warwick has and that such students tend to submit in a shorter period.
- (b) That the Graduate Studies Committee of the Board reconsider paper BGS.21/05-06 at its summer term meeting.

RECOMMENDED: (to the Board of Graduate Studies)

- (a) That the Board undertake a review of the right for research students to have an automatic fourth year (as an extension year) bearing in mind the effects that this right might be having on submission rates.
- (b) That the Graduate School enhance the annual review undertaken in year two of a student's period of study to include a detailed submission plan.

20/05-06 Faculty Research Committee

REPORTED:

That there had not been a meeting of the Faculty Research Committee this term.

21/05-06 Report from the Undergraduate Studies Committee

RECEIVED:

A report from the meeting of the Faculty Undergraduate Studies Committee held on 19th January, 2006, paper BFSS.14/05-06.

22/05-06 Report from the Graduate Studies Committee

RECEIVED:

A report from the meeting of the Faculty Graduate Studies Committee held on 24th January, 2006, paper BFSS.15/05-06.

23/05-06 Faculty IT Committee

RECEIVED:

The minutes of the meeting of the Faculty IT Committee held on 1st February, 2006 2005/06, paper BFSS.16/05-06.

CONSIDERED:

An oral report from the Chair of the Faculty IT Committee on the substantive recommendations of the meeting held on 1st February, 2006.

RECOMMENDED: (to Information Policy and Strategy Committee)

- (a) That the Director of IT Services undertake a strategic review of the department's existing commitments and whether or not agreed service targets are being met.
- (b) That, following the above review, the University should ensure that IT Services is appropriately resourced to enable it to respond in an efficient and timely manner in the event of future network and/or systems problems, it being noted that cover is required during all vacation periods.
- (c) That IT Services undertake a thorough risk assessment of their systems and services so that it might be able to develop approaches which will reduce the number of network outages.

24/05-06 Centre for Educational Development, Appraisal and Research (CEDAR)

CONSIDERED:

A proposal from the Centre for Educational Development, Appraisal and Research to appoint a new external member to its Advisory Board, paper BFSS.17/05-06.

RESOLVED:

That the proposal from the Centre for Educational Development, Appraisal and Research to appoint a new external member to its Advisory Board, as set out in paper BFSS.17/05-06, be approved.

25/05-06 Centre for Safety and Well-Being (SWELL)

CONSIDERED:

That, following the appointment of the current Director of the Centre for Safety and Well-Being to a new post, Dr Christine Harrison be appointed as the new Director with effect from the summer term, 2006, it being noted that the current director will share the directorship with Dr Harrison during the spring term, 2006, paper BFSS.18/05-06.

RESOLVED:

That the appointment of Dr Christine Harrison as the new Director of the Centre for Safety and Well-Being, with effect from the summer term, 2006, be approved as set out in paper BFSS.18/05-06, it being noted that Professor J Masson should also be deleted from the membership of the Centre's Advisory Board.

26/05-06 Centre for Research in Ethnic Relations

CONSIDERED:

A proposal from the Centre for Research in Ethnic Relations to add Professor P. Elias to the Centre's Advisory Board membership, paper BFSS.19/05-06.

RESOLVED:

That the proposal from the Centre for Research in Ethnic Relations to add Professor P. Elias to the Centre's Advisory Board membership be approved, as set out in paper BFSS.19/05-06.

27/05-06 Institute of Governance and Public Management Research Centre

CONSIDERED:

A proposal from the Director of the Institute of Governance and Public Management Research Centre to rename the centre as the Governance and Public Management Research Centre, paper BFSS.20/05-06.

RESOLVED:

That the proposal from the Director of the Institute of Governance and Public Management Research Centre to rename the centre as the Governance and Public Management Research Centre, as set out in paper BFSS.20/05-06, be approved subject to clarification that the proposal was no more than a change of name to the Research Centre. Point two of the paper referred to the proposed Research Centre being separated from the Institute and that was not possible if the proposal were

simply a name change. If a more substantive proposal had been intended, further paperwork would be required before any action could be considered.

28/05-06 Faculty Advisory Board

REPORTED:

- (a) That the next meeting of the Faculty Advisory Board would be held on 28th February, 2006 in London.
- (b) That the period of office of a number of members of the Advisory Board would be coming to an end on 30th September, 2006. Members of the Faculty were therefore requested to consider appropriate individuals to approach for membership of the Advisory Board, it being noted that existing members may be approached to serve for a second three-year term of office.
- (c) That the current membership of the Advisory Board was as set out in paper BFSS.21/05-06.

RESOLVED:

That paper BFSS.21/05-06 be revised to take into account the changes to the internal membership of the Advisory Board approved at the meeting of the Board of the Faculty held on 2nd November, 2005.

29/05-06 Faculty SSLC Forum

CONSIDERED:

A paper from the Undergraduate Student Representative proposing a change to the membership of the Faculty SSLC Forum, paper BFSS.22/05-06.

RESOLVED:

That the change to the membership of the Faculty SSLC Forum be approved, as set out in paper BFSS.22/05-06.

30/05-06 Academic Satisfaction Review (Research Students)

CONSIDERED:

The following issues raised in the 2004/05 Academic Satisfaction Review (page 13)

(a) Experience as a research student

Results for Social Studies indicated that students saw the opportunity to interact with other researchers and the integration into a community of scholars as areas "demanding high priority action".

(b) Supervision and feedback

Social Studies students rated opportunities for informal discussions with staff as "an area to be targeted for future improvement."

RESOLVED:

- (a) That departments in the Faculty consider both of the above issues carefully and that they should act promptly in addressing these points.
- (b) That it was to be hoped that research students in the Faculty would, in the future, have access to an area that would contribute to the creation of a research community.

31/05-06 UK GRAD Event for Postgraduate Researchers

RECEIVED:

An oral report from the Assistant Secretary to the Board on the forthcoming UK GRAD Midlands Hub poster competition, it being noted that departments would shortly be receiving publicity material for the competition which would be held at Warwick.

32/05-06 Next Meeting

REPORTED:

That the next meeting of the Board would be held on Wednesday 24th May, 2006 at 10.00am.