

SOAS
Faculty of Law and Social Sciences
FACULTY BOARD

28 February 2007

MINUTES

Prof Bob Ash	Dr Stephen Hopgood
Professor Stephen Chan (Chair)	Dr Tat Yan Kong
Mrs Atikah Chowdhury *	Shabina Ladha
Prof Christopher Cramer	Prof Michael Palmer
Professor Matthew Craven	Samer Rabadi **
Professor Ben Fine *	Ms Sonja Ruehl
Dr Jane Harrigan	Dr Alfredo Saad-Filho
Prof Laurence Harris	Dr Lynn Welchman

In attendance: Mrs Carolyn Heath (Secretary)
Mrs Barbara Spina *

Those members whose names are marked with an asterisk were unable to be present: (*) gave apologies, (**) were absent.

37 MINUTES OF LAST MEETING

37.1 The minutes of the meeting held on 24 January 2007 were APPROVED as an accurate record.

38 MATTERS ARISING

38.1 Admissions Procedures (item 30.1 refers)

It was NOTED that no changes have yet been implemented regarding the admissions processes. However, the proposed short-term changes were as follows:

- (i) from April, when additional space is available in the Admissions office, PG Admissions Tutors will be asked to review applications there to minimise delays, reduce the number of lost forms, and to enable Tutors to discuss queries with Admissions staff as they arise.
- (ii) Area Studies applications – the proposal from L&C is that Area Studies Convenors will make offers directly without referring to Course Convenors of major courses – that these will be decided after enrolment. Concern was expressed by Faculty Board about this as this puts pressure onto convenors to accept students onto courses (as majors) when they are often not suitable/qualified. It was AGREED that Sonja Ruehl convene a meeting with relevant Admissions Tutors and Drew Gerstle (L&C) to discuss this further.
- (iii) Devolution of decision making to Admissions Office – as previously discussed at Faculty Board, this will only be implemented where departments opt for this, and where they have provided clear criteria to Admissions.

- 38.2 DeFiMS Fees (item 30.2 refers)
It was NOTED that lower domestic fees had been approved for on-campus DeFiMS MSc programmes, but that these had not yet been updated on the website. Faculty Administrator to check.
- 38.3 Admissions Targets (item 30.2.1 refers)
It was CONFIRMED that the admissions targets have now been clarified and agreed with Heads of Department.
- 38.4 Admissions follow-up (item 30.2.2 refers)
It was NOTED that Resources Committee have agreed in principle to the Faculty repeating last year's pilot of employing PG students as part-time staff to contact applicants to answer their queries and encourage acceptance/enrolment. Faculty Administrator to liaise with Finance re the budget, and with Heads of Department re contracts.
- 38.5 Bloomsbury Centre (item 30.3 refers)
The Dean NOTED that he was expecting to receive the suggested shortlist for the Director of the new Bloomsbury Centre shortly – and that names suggested by Faculty members had been seriously considered.
- 38.6 Wye College (item 30.4 refers)
It was NOTED that the negotiations over basic principles are largely completed and the move is going forward. The new staff will become part of DeFiMS.
- 38.7 KPMG Business Planning report (item 31.3 refers)
The Dean NOTED that he expected to receive the draft report shortly.
- 38.8 HERA Job Evaluation Exercise (item 31.4 refers)
It was NOTED that a great deal of progress has been made, including training of all staff involved.
- 38.9 QAA Update (item 31.4.3 refers)
It was NOTED that Politics has been selected for involvement in the QAA Review in March. There is every indication from the materials and meetings requested that it will be light touch.

39 DEAN'S REPORT

- 39.1 New Dean
It was NOTED that presentations and interviews for the new Deans (L&SS and A&H) have now taken place, and that the decisions are expected soon.
- [Secretary's note – it has since been confirmed that the new Dean for L&SS will be Professor Matthew Craven (Law) and for A&H will be Professor Ian Brown (History)]
- 39.2 School Planning
It was NOTED that advanced school-wide planning is being undertaken by the Director and Registrar – setting out the strategic direction and detailed planning for implementation. Good progress seems to be underway.

39.3 21/22 Russell Square
It was NOTED that Executive Board has not yet decided who will occupy the new buildings or vacated space. It was also NOTED that the school may need to hire rooms locally as a temporary measure. It was also hoped that space will be reclaimed from conferencing use for next session.

The Dean NOTED that he had asked EB to consider agreeing to the CISD programme moving into the Brunei Gallery next session.

39.4 New Staff Appointments
It was NOTED that interviews have been completed for the first round of new posts for the faculty next session, and that offers have been made and negotiations are underway.

It was also NOTED that a second advert will be placed shortly.

39.5 Library Space
The report from the Librarian (Appendix B) was RECEIVED. It was NOTED that the debate about solving the Library's space problems will commence in the next few months.

There was concern that some of the collection relates to subjects no longer taught by the School, and to items not used/borrowed for considerable years.

40 REPORT FROM ASSOCIATE DEAN (LEARNING AND TEACHING PG)

40.1 New Programme Proposal form
It was NOTED that the new form is now in place, including QA requirements previously omitted. One new requirement which is time consuming is the requirement for external involvement. Concern was noted that there was no budget for this.

41 REPORT FROM ASSOCIATE DEAN (LEARNING AND TEACHING PG)

41.1 Special Assessment Arrangements – Economics JYA
Appendix C detailing the alternative assessment arrangements for students taking qualitative courses was APPROVED.

41.2 Drop-in Counselling Service at Russell Square
It was NOTED that the drop-in service for students at Russell Square seems to have ceased due to lack of space. Faculty Board expressed its concern and agreed that this was extremely regrettable. It was AGREED that the Faculty Administrator should liaise with Jo Halliday about this.

42 REPORT FROM ASSOCIATE DEAN (RESEARCH)

42.1 The Associate Dean reported the key outcomes from a recent meeting with other ADRs:

- Admissions training has taken place with PhD Admissions Tutors
- A cross-Faculty Research Committee has been held in order, inter alia, to advise departmental research tutors and others on new admissions

procedures, as required by last year's QAA report on the SOAS research degree programme

- MPhil / PhD students presented concerns regarding the lack of dedicated study space

42.2 ESRC Recognition

The Associate Dean CONFIRMED that ESRC recognition has been suspended for 2007/8 as we narrowly missed the required completion rate (57% rather than 60%). The School is seeking clarification regarding the two studentships held over from 2006 to 2007.

It was NOTED that the underlying problems seems to be that the supervision culture within the faculty gives priority to the outcome/quality of the thesis rather than to ensuring completion within the four year deadline.

The Dean CONFIRMED that he is reluctant to agree to increase PhD student numbers until this problem is solved.

43 PRE-REGISTRATION

- 43.1 It was NOTED that returning UG and PG students will be required to pre-register on-line for their 07/08 courses from 16 April – 14 May 2007 using www.soas.ac.uk/coursereg

44 NEW PROGRAMME PROPOSALS

- 44.1 It was CONFIRMED that the following new PROGRAMMES had been recommended at the Faculty Learning and Teaching Committee as follows:

- PG Diploma Quantitative Finance (DeFiMS Distance Learning, PG)
- PG Diploma Economic Policy (DeFiMS Distance Learning, PG)
- PG Diploma Financial Sector Management (DeFiMS Distance Learning, PG)

These courses were APPROVED.

45 PROGRAMME AMENDMENTS

- 45.1 It was CONFIRMED that the following PROGRAMME AMENDMENTS had been recommended at the Faculty Learning and Teaching Committee as follows:

- MSc International Management (DeFiMS, PG)
- MSc Finance and Financial Law (DeFiMS, PG)
- MSc Asian Politics (DeFiMS, PG)

These amendments were APPROVED.

46 PROGRAMME DELETIONS

46.1 It was CONFIRMED that the following PROGRAMME DELETIONS had been recommended at the Faculty Learning and Teaching Committee as follows:

- (i) MSc International Politics of Asia (Politics, PG)
- (ii) MSc Central Asian Politics (Politics, PG)

These amendments were APPROVED.

47 NEW COURSE PROPOSALS

47.1 It was CONFIRMED that the following NEW COURSES had been recommended at the Faculty Learning and Teaching Committee as follows:

- (i) Banking and Capital Markets (DeFiMS)
- (ii) Finance in the Global Market (DeFiMS)
- (iii) Financial Law (DeFiMS)
- (iv) Legal Aspects of Corporate Finance (DeFiMS)
- (v) Legal Aspects of International Finance (DeFiMS)
- (vi) Regulation of International Capital Markets (DeFiMS)
- (vii) Research Methods in Management (DeFiMS)

These courses were APPROVED.

48 COURSE DELETIONS

48.1 It was CONFIRMED that the following COURSE DELETIONS had been recommended at the Faculty Learning and Teaching Committee as follows:

- (i) Government and Politics of Japan – 15PPOC246 (Politics PG)
- (ii) Government and Politics of Turkey – 15PPOC241 (Politics PG)
- (iii) International Politics of Asia – 15PPOC248 (Politics PG)
- (iv) Modernity in Asia and Africa – 15PPOC015 (Politics PG)

These amendments were APPROVED.

49 CHAIRS ACTION

49.1 It was AGREED that this new agenda item would be included on all future agenda, to enable any action taken by the Chair since the previous meeting to be noted and recorded.

50 ANY OTHER BUSINESS

50.1 It was NOTED that there was none.

CJH
11 April 2007
Confirmed by Chair