

These minutes are for information only. Any corrections to the minutes will be recorded in the minutes of the subsequent meeting of the committee.

SOAS
Faculty of Law and Social Sciences
FACULTY BOARD

30 April 2008

MINUTES

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|----------------------------------|-----------------------------------|
| Alex Abreu (PG Student rep) | Dr Stephen Hopgood |
| Prof Christopher Cramer | Dr Tat Yan Kong |
| Professor Matthew Craven (Chair) | Dr Costas Lapavitsas |
| Mr Luke Dillon * | Prof Machiko Nissanke |
| Mr Ian Edge | Mabasher Rasul (UG student rep) * |
| Mr Norman Flynn | Ms Sonja Ruehl |
| Dr Jane Harrigan | Dr Alfredo Saad Filho |
| Prof Laurence Harris | Dr Lynn Welchman * |

Mr David Perrow - attended the meeting for minute 1.1
Mrs Kathryn Oatey - attended the meeting for minute 1.2

In attendance: Mr Simon Buller (Secretary)
Mrs Barbara Spina

Those whose names are marked with an asterisk were unable to attend the meeting.

1 GUEST PRESENTATIONS AND DISCUSSIONS

1.1 David Perrow – Library Presentation

It was NOTED that David Perrow is developing a new strategy for the library. He was about to present the Green Paper to Academic Board and commence a period of consultation throughout the year. Feedback was very positive. Further discussion took place regarding greater access to electronic facilities, future use of Senate House and the perceived lack of provision for L&SS as a whole. Members were INVITED to discuss this with their departments and provide feedback where necessary.

1.2 It was NOTED that the Research Office have introduced a new model for calculating research applications and that they are there to support all academics who require assistance.

2.0 MINUTES OF LAST MEETING

2.1 The minutes of the meeting held on 21st February 2008 were APPROVED as an accurate record with the following correction:

(i) Mr Norman Flynn was in attendance.

3.0 MATTERS ARISING

3.1 It was AGREED that no matters were arising from the minutes of the last meeting not appearing elsewhere on the agenda.

3.0 DEAN'S REPORT

3.1 Blackboard Usage for Faculty Board

It was AGREED that Blackboard be used in a non-teaching convention to support committee members with online access to agenda items and

appendices.

3.2 Deposits & Fees

It was NOTED that Masters students will be required to pay an application fee. Members were invited to consider introducing deposit requirements. Discussion highlighted potential opportunity to encourage applicants to commit. It was AGREED that this issue be discussed and decided at department level.

3.3 Workload Model

It was NOTED that the design of the workload model was now being finalised. Several small changes were suggested by the members and that there should be an opportunity to include qualitative information on activities not included in the metrics.

3.4 Faculty Structures

It was NOTED that the Faculty Structures review continues. Three elements were CONSIDERED: 1) Reorientation of administrative roles including the development of relationship between Head of Department and the appointed Faculty Officers from Academic and Student Support team; 2) The appointment of Deputy Heads or a new Associate Dean to reduce the burden on Heads of Department; 3) That committees within the Faculty must have alternate members who can replace absent members and enable the committee to have quorum. Further discussion was required for points 1 & 2 and it was AGREED that point 3 should be enabled.

3.5 Committee Representatives

A proposed list of Committee Representatives was CONSIDERED for the academic year 2008/9. Dr Stephen Hopgood highlighted that he did not wish to continue as Faculty Board representative. The list was APPROVED with the understanding that this vacancy could be replaced and approved by Chair's action.

3.6 Erasmus Programme

It was NOTED that the school was trying to map and review Erasmus programmes with departments. It was AGREED that Heads of Department will inform the Dean of the links that exist in their department.

4.0 REPORT FROM ASSOCIATE DEAN (LEARNING AND TEACHING)

4.1 Annual Programme Reviews

It was NOTED that Annual Programme Reviews of on-campus programmes were submitted to the April Faculty Learning and Teaching Committee. The reports demonstrated that departments are actively seeking to address issues and problems in the process of annual review and external examiners feedback.

4.2 Examiners Reports Summaries

It was NOTED that Politics undergraduate was highlight with the need for better software to provide greater detail of results including average grades. Academics using calculators in Exam Boards was considered to be unacceptable.

4.3 Personal Tutoring

A proposal set out by a Personal Tutoring sub-committee headed by the Pro Director was CONSIDERED. The issue surrounded poor tutor ratio which was 70/1 in this faculty. The aim was to reduce to 40/1 by appointing advisors who will be paid. Discussion followed highlighting issues of continuity, relevance that

time given is more important than ratio numbers and the minimised need for tutors if intake quality increases. It was AGREED that Heads of Department discuss this at departmental level and report back.

4.4 BA & BSc Final Year Courses

The proposal to enable core courses to be studied in the final year was CONSIDERED. BSc Economics recently amended its quantitative learning requirements which meant that for some students a core course could not be studied until year three. This proposal was AGREED.

4.5 Half Courses as Majors in Taught masters Programmes

The proposal to enable half courses to determine a Major was AGREED.

5.0 REPORT FROM ASSOCIATE DEAN (RESEARCH)

5.1 Cross-faculty Research Committee Meeting

It was NOTED a cross-faculty Research Committee meeting took place on Wednesday 16th April 2008. The event was successful. It was useful to listen to issues affecting all members across the school. It was highlighted that PhD students require further support with 24hr access to the school and better training.

5.2 PhD Progress Report Forms

It was NOTED that Progress Report Forms for PhDs students were particularly low in the Faculty. Under QAA guidance PhDs will not be able to continue to their next year without these completed by their supervisor.

5.3 Annual Review Form

It was NOTED that in order to meet QAA requirements the Research Tutor must produce an overview of student progress and that an Annual Review Form was being created and will be disseminated.

6.0 FACULTY ISSUES

6.1 ECPR Membership

A proposal to join the European Consortium for Political Research was CONSIDERED. It was argued that membership would allow access to vital conferences and resources. The proposal was AGREED.

6.2 Interdepartmental Degree Boundaries

It was NOTED that new courses will often cross departmental disciplines and therefore during the proposal process all relevant departments must be informed so they can take this into consideration and assess duplication.

It was AGREED that the Course Proposal forms would highlight this. In addition the Faculty Administrator would monitor the creation of courses and notify any issues with relevant heads of department.

The issue regarding PhD field of study and how this is chosen/allocated was also raised. The Associate Dean (Research) is to gather further information on the exact rules for this.

7.0 PROGRAMME PROPOSAL

7.1 It was NOTED that Part 1 of the following new PROGRAMME proposal was received:

- (i) MSc Finance

Part 1 was APPROVED for full development and presentation to FLTC then Faculty Board.

8.0 PROGRAMME AMENDMENTS

8.1 It was NOTED that the following amendments had been recommended at the Faculty Learning and Teaching Committee:

- (i) International Studies and Diplomacy
- a minor amendment
- (ii) MSc Politics Course Proposals
- a major amendment requiring review by Programme Proposal Panel

These amendments were APPROVED.

9.0 COURSE PROPOSALS

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

DeFiMs

- (i) Marketing for Small Agribusinesses
- (ii) Management Perspectives and Sectoral Issues in the Middle East and North Africa
- (iii) Economic, Business and Institutional Environment of the Middle East and North Africa
- (iv) Management in China 1 – Domestic Perspectives
- (v) Management in China 2 – International Perspectives
- (vi) Research Principles and Practice

CeDEP

- (vii) Gender and Social Development
- (viii) Managing Social and Environmental Responsibility
- (ix) Sustainable Land Management
- (x) Economics of Environmental Policy
- (xi) Project Planning and Management

Politics & International Studies

- (xii) Islam and Politics
- (xiii) Islamic Political Ideologies
- (xiv) Political Society in the Middle East
- (xv) Political Violence
- (xvi) Politics of Resistance in the Middle East
- (xvii) State and Transformation in the Middle East

Development Studies

- (xviii) Famine and Food Security
- (xix) Borders and Development in the age of Globalisation

Law

- (xx) International Commercial Arbitration in Comparative Regional Perspective
- (xxi) Comparative Constitutional Law
- (xxii) International Commercial Arbitration
- (xxiii) Climate Change Law and Policy
- (xxiv) Feminist Legal Theory
- (xxv) International Security Policy and Practice
- (xxvi) International Law and the Use of Force

- (xxvii) Foundations of International Law
- (xxviii) International Law and Global Orders
- (xxix) Humanitarian Law
- (xxx) Chinese Law

These courses were APPROVED.

10.0 COURSE AMENDMENTS

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

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| 15PFMC062 | Research Methods in Management |
| 153400003 | Introduction to Economic Analysis |
| 153400032 | Economics of Developing Countries |
| 153400107 | Intermediate Economic Analysis |
| 153400115 | Economic Principles |
| 151010020 | Introduction to Global Forced Migration Studies |
| 151010001 | Development Conditions and Experience |
| 15PLAC107 | Colonialism, Empire and International Law |
| 15PLAC113 | Intellectual Property Rights and Development |
| 15PLAC118 | International Environmental Law |
| 15PLAC126 | Law and Natural Resources |
| 15PLAC132 | Law Environment and Development |
| 15PLAC123 | Justice, Reconciliation and Reconstruction in Post-Conflict Societies |
| 15PLAC | Legal Systems of Asia and Africa |
| 15PLAC106 | Chinese Commercial Law |
| 15PLAC120 | International Trade Law |
| 155200029 | Law and Society in South Asia |
| 15PLAC039 | Alternative Dispute Resolution |
| 155200051 | European Human Rights Law |
| 15PLAC129 | Law and Society in South Asia |
| 155200005 | Public Law |
| 155200049 | Introduction to Law and Legal Processes |
| 155200033 | Law and Society in Africa |
| 15PPOC007 | Politics and Society in Central Asia |

These course amendments were APPROVED.

11.0 COURSE DELETIONS

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

- (i) Theory and Method in the Study of Politics

This course deletion was APPROVED.

12.0 ANY OTHER BUSINESS

12.1 Date of next meeting was NOTED as Wednesday 4th June at 1.15pm