

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

19th February 2009

MINUTES

Professor Christopher Cramer*	Dr Tat Yan Kong
Professor Matthew Craven (Chair)	Dr Costas Lapavitsas
Mr Richard Story	Dr Martin Lau
	Irfan Mehmood (PG Student rep)
Professor Jane Harrigan	Dr Dan Plesch
Professor Laixiang Sun*	Ms Sonja Ruehl
Dr Salwa Ismail	Professor Alfredo Saad Filho
Professor Ben Fine*	Professor Lynn Welchman

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

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

1.0 DEANS WELCOME AND APOLOGIES

2.0 MINUTES OF LAST MEETING

2.1 9.2 The Associate Dean (Learning & Teaching) NOTED that Faculty of Languages and Culture agreed with the preference and that they will run generic seminars for PGT student only.

9.1 It was NOTED that the Dean has discussed the IP issue with the Director of HR. The Director is currently designing the policy on IP of which academic contracts are dependent on. The Faculty will await development and consultation from HR.

9.3 FLTC did not agree deadlines beyond School deadline. If required it must go before the Learning Teaching and Quality Committee.

11.0 It was NOTED that arrangements are taking place to assess the start of the year process given the need for Immigration Visa student monitoring. One key area was moving registration to orientation week. This would provide a clearer idea of the students, registers and tutorial allocations.

Action point: Simon to pursue conversations with LTU and feasibility of open access blackboard.

3.0 MATTERS ARISING

3.1 4.1 It was NOTED that there was concern about advertising schedule, meaning short-listing will take place during teaching breaks. This subsequently has a great impact on research time available to academics and must be taken into consideration.

3.2 It was NOTED that there was concern with new programmes being advertised when not approved, especially with regard to the MSc International Management (China). If programmes are late, the quality standards, Library recommendations can often be overlooked because of the urgency to approve a programme.

4.0 DEAN'S REPORT

4.1 It was NOTED that Faculty and Department planning for 2010/11 needs to be developed. The Dean will be asking each head of Department to supply targets on balance home and overseas, research student numbers, research income and so on. In addition they will be asked for recruitment plans and other activities. A template will be issued with a deadline for mid April.

Action point: Simon / Matt to send out template.

4.2 The IFCELS Green Paper was CONSIDERED by the Faculty Board with an aim to gather feedback to be passed to the Directorate. The following comments are NOTED:

- have the School considered that a Bloomsbury campus be set up to cover all needs
- the IFCELS programme content needs to be more integrated to the output of the School – this is not helpful for student retention and creates a divide between their department and the rest of the school
- there are concerns about the quality output of students making the grade to meet SOAS requirements. It has been raised previously and departments have made their input and do attend required meetings
- significant management failure over the years with reduction in quality of students. HoDs not happy with consultation process on content development. As a result break down in trust with both staff and quality of courses
- LSS Faculty cross subsidising loss making IFCELS who also have small student class size ratio – half of the norm for Faculty.
- External provision is about student recruitment and therefore of little incentive to the Faculty if the quality is not good enough. How was the unit allowed to increase so significantly at such a loss and poor quality
- Internal programme had a very good effect on getting quality of students up to a good level
- It was noted that IFCELS should be extremely viable but not. Is there any merit in it keeping its services but improving the management and quality. Although one important issue was that other issues are involved – IE the space is required

It was AGREED that the Dean would draft a paper based upon the comments and themes of focus on internal and external provision by IFCELS.

5.0 REPORT FROM ASSOCIATE DEAN (LEARNING AND TEACHING)

5.1 It was NOTED that new programme proposal process was confirmed as per appendix A1

5.2 It was NOTED that BSc International Management (China) has been approved by PPP and LTQC

6.0 REPORT FROM ASSOCIATE DEAN (RESEARCH)

6.1 It was NOTED that Faculty Research Committee is now scheduled for the 11th March 2009, further information will be circulated. The RAE will be discussed with the Dean and Vice Principal (Research & Enterprise) and Heads of Departments in attendance. Documents have been circulated and reports on RAE issue from Heads required.

6.2 It was AGREED that the Sabbatical requests are disseminated to Heads of Department for review and then will be passed to Faculty Research Committee via email for confirmation.

Action point: Simon to liaise with Faculty Office staff to ensure full list of staff eligible for leave.

7.0 REPORT FROM FACULTY ADMINISTRATOR

7.1 It was NOTED that the Faculty Office are undertaking a major review of the start of year administrative process. Comprehensive feedback has been attained throughout the previous year and summarised on a Google docs working document. Every member of the administrative task has been assigned projects which will involve liaison with students and staff. Their remit is to report on situation, proposed changes, timelines for completion and fall-back plans. The Project Leader will co-ordinate and returning Faculty Administrator will take the lead.

7.2 It was NOTED that Carolyn Heath will be returning as Faculty Administrator from 23rd March 2009.

8.0 REPORT FROM THE Head OF TEACHING AND RESEARCH SUPPORT (LASS) LIBRARY

8.1 It was NOTED that building works progress is to be confirmed.

9.0 FACULTY ISSUES

9.1 It was NOTED that the Faculty intend to pursue the idea to move student course registration within the first week of attendance.

9.2 It was NOTED that Faculty Board had AGREED to include Fractional Permanent staff in department wide emails. It was also AGREED that it is at the discretion of the Department to create a selection process for Heads of Department as long as it was agreed to be fair.

Action point: Simon to instruct Faculty Office to include Fractional Permanent staff.

9.3 It was NOTED that Heads of Department were reminded to submit Honorary Degrees and Fellowship recommendations by 20th March 2009.

10.0 **PROGRAMME AMENDMENT**

The following recommendation by the Faculty Learning and Teaching Committee was NOTED:

DeFiMs

BSc International Management (China)

BSc International Management (China) (including a year abroad)

It was NOTED that full clarification required on content of level three Economics courses being taught on DeFiMs owned BSc International Management (China). It was NOTED that the Department of Economics were dissatisfied with the way the course was approved in order to allow the programme to go through – despite no content. It was AGREED that the convenor must confer with the Economics Department when creating the content and appointing staff throughout the next year.

11.0 **COURSE PROPOSALS**

NOTED the following courses were recommended by the Faculty Learning and Teaching Committee:

DeFiMs

Level 1

Introduction to Accounting

Management in China: Domestic and International Developments

Principles and Management of Marketing

Quantitative and Analytical Techniques for Managers

Understanding Company Accounts and Reports

Level 2

Corporate Finance and Financial Accounting

International Business Strategy

International Marketing 1: the Environment

Managerial Accounting

Managerial Economics

Qualitative and Case Study Research

Level 3

China's Financial System

Contemporary issues in China's Economy

Corporate Governance

Dissertation

Financial Strategy

International Human Resource Management

International Marketing 2: Strategy in Global Markets

The following courses were NOTED as recommended by the Faculty Learning and Teaching Committee:

Economics/Development Studies

Agrarian Change and Development

DeFiMs

12.0 COURSE AMMENDMENTS AND DELETIONS

11.1 The following course amendments and deletions were APPROVED following recommendation by the Faculty Learning and Teaching Committee:

Amendments

Development Studies

Introduction to Global Forced Migration Studies - amendment made to examining method weighting, from 50/50 to 60/40

CISD

International Relations – amendment to Learning Outcomes, Syllabus and Objectives

Law

Arab Comparative Commercial Law –Section 9 Syllabus and Objectives: recommendation made that course should only be taken by LLM students.

Deletions

Development Studies

*15 101 0031 Poverty, State Policy and Civil Society
15 101 0017 NGOs, the Third Sector & Development Policy*

13.0 ADDITIONAL FACULTY LEARNING AND TEACHING COMMITTEE

12.1 [Politics title here]

The Board CONSIDERED the proposal for Politics to cap the amount of students on specific new half courses and control students based upon which programme they study on. It was highlighted that these were in addition to existing large classes and additional seminars. The half units were arguably in addition and therefore allowed to be capped. Whilst being capped, the amount means that most chosen students were likely to get on at least one course.

MSc Middle East Politics

Amendment to the co-requisites for 4 half unit courses:

*15PPOH007 Islamic Political Ideologies
15PPOH006 Islam and Politics
15PPOH009 Political Violence
15PPOH010 The Politics of Resistance in the Middle East*

It was AGREED that regarding the specific requests of agenda item XIV that the Convenors should not cap student numbers. The Board recommended that course amendments are made with further pre-requisites to programme and previous study access.

14.0 NEXT FACULTY BOARD

Date of next meeting was NOTED as Tuesday 5th May 2009 Room 116