Faculty of Law and Social Sciences  
Faculty Learning and Teaching Committee

DRAFT minutes of the meeting held on Wednesday 6th May 2015 in room 116

Mashood Baderin  School of Law  
Stephanie Blankenburg  Economics  
Alberto Feduzi  Financial and Management Studies  
Zoe Marriage  Development Studies  
Emila Onyema  Chair (Associate Dean for Learning and Teaching)  
Lawrence Saez  Politics

In attendance
Angela Axon  Student Advice & Wellbeing  
Beth Clark  Library  
Jack Footitt  Deputy Committee Secretary  
Gina Heathcote  Centre for Gender Studies  
Simon Rofe  Centre for International Studies and Diplomacy  
Pallavi Roy  Centre for International Studies and Diplomacy  
Pasquale Scarazzimo  DeFIMS  
Coryn Shifflet  Study Abroad / Exchange Programme Co-Ordinator  
Chloe Weanie  Ex officio – Academic Development Directorate

59. Associate Dean’s welcome and apologies  
The ADLT welcomed all the members and attendees and thanked Dr. Zoe Marriage for chairing the previous meeting efficiently.  
Apologies were received from Alex Dawson, Sophie Elgood, Elizabeth Harris and John Peck

60. Minutes  
FLTC to approve minutes of the last meeting held 25th February 2015. APPROVED

61. Action points
• Point 53 – Members reported contacting the Student Advice & Well-Being Office with ideas & experience on ‘Inclusive Learning’. Those members who have not yet contacted the Office were encouraged to do so.  
• Point 56 – Members reported raising the Online Learning & Teaching Good Practice at departmental meetings.

62. Matters arising  
None

63. Associate Dean’s report – feedback from LTQC
• It was reported that LTQC approved the DeFIMS options [which? PIs give details as per titles for clarity].  
• Concern was raised over newly launched Programmes which are under-recruiting, and Departments are encouraged to look at their Programmes and projected student numbers to ascertain whether they are realistic, especially as it may affect overall budgets.  
The following were highlighted as under-recruiting programmes from FLSS:
1. **MRes Politics with a language**: predicted nos: 12/13 (3); 13/14 (8); 14/15 (8) v actual nos: 12/13 (2); 13/14 (5); 14/15 (1).

2. **MSc Labour, Social Movements and Development**: predicted nos: 12/13 (21); 13/14 (47); 14/15 (47) v actual nos: 12/13 (9.5); 13/14 (12); 14/15 (16.5)

3. **MSc Econs with ref to Environment and Development**: predicted nos: 12/13 (20); 13/14 (30); 14/15 (30) v actual nos: 12/13 (1); 13/14 (2); 14/15 (7.5)

4. **MSc for RID**: predicted nos: 12/13 (10); 13/14 (20); 14/15 (20) v actual nos: 12/13 (2); 13/14 (10); 14/15 (11).

- The **Professional Development Framework** for teaching staff: Training will lead to HEA fellowships from associate to fellow categories for a PDHEP - for additional information colleagues can contact Mehmet Izbudak (mi29@soas.ac.uk) who will run the programmes. Members were strongly encouraged to raise the training opportunities at upcoming Department meetings.

- **Fitness-to-Study**: It was highlighted that the Fitness-to-Study policy which is to go to ADC for approval for the 2015/16 academic year has not been approved at LTQC. The document will be circulated to members who are invited to give feedback. [Post script: the document was circulated to members by JF on 7 May 2015]

64. Cedep
FLTC considered the following course amendment for approval

**Gender & Social Development** (Appendix 229)

**APPROVED**

65. CISD – Distance Learning
FLTC considered the following course amendments for approval

**Sport & Diplomacy** (Appendix 230)
**Diplomatic Systems** (Appendix 231)
**Global International Organisations; U.N. in the World** (Appendix 232)
**International Economics** (Appendix 233)
**Global Public Policy** (Appendix 234)
**International Security** (Appendix 235)
**Global Energy & Climate Policy** (Appendix 236)
**America and the World: US Foreign Policy** (Appendix 237)
**Strategic Studies** (Appendix 238)

**APPROVED**

66. DeFIMS
FLTC considered the following programme proposal for approval

**MSc Finance**
Part 1 / Concept Note / External Advisors (Appendix 239/240/241/242) - **NOTED**

Part 2: Programme Specification (Appendix 245/246)
- Section 25 – Professional Services consultations must be included.
- Form to be signed by HoD

**APPROVED** subject to amendments
Programme Specification (Appendix 107)
- Course codes to be included where available
APPROVED subject to amendments

67. Development Studies
FLTC considered the following UG course amendments for approval

151010045 – Neoliberalism, Democracy & Global Development (Appendix 247)
- 6b – Total word count should be 5000. To be changed to AS1 = 1000 words, AS2 = 2000 words, AS3 = 2000 words.
APPROVED subject to amendment

151010046 – Critical Reasoning in Contemporary Development Studies
APPROVED

FLTC considered the following PG Programme Amendments for approval

MSc Development Studies with special reference to Palestine (Appendix 249/250)
APPROVED

MSc Violence, Conflict & Development with special reference to Palestine (Appendix 251/252)
APPROVED

The Chair commended the Dept. of Development Studies for opting for Pathways rather than new Programmes.

FLTC considered the following PG Course Amendments for approval

15PDSH015 – Issues in Forced Migration (Appendix 253)
APPROVED

15PDSH054 – Neoliberalism, Democracy & Global Development (Appendix 254)
- 6b – Total word count should be 5000. To be changed to AS1 = 1000 words, AS2 = 2000 words, AS3 = 2000 words.
APPROVED subject to amendment

15PDSH055 – Neoliberalism, Democracy & Global Development (RiD) (Appendix 255)
- 6b – Total word count should be 5000. To be changed to AS1 = 1000 words, AS2 = 2000 words, AS3 = 2000 words.
APPROVED subject to amendment

68. Economics
FLTC considered the following PG course proposals for approval

History of Economic Analysis (Appendix 256)
- 2a – Needs to be re-written to be more descriptive and web-friendly
- 2d – LO1 & LO2 – Replace ‘Gain’ with ‘Demonstrate’
- 3b – Yes
APPROVED subject to amendments
FLTC considered the following Course Withdrawal for approval

**History of Economic Analysis**
APPROVED

69. Centre for Gender Studies
FLTC considered the following PG Programme Amendment for approval.

**MA Gender Studies with special reference to the Middle East** (Appendix 258/259)
APPROVED

70. School of Law
FLTC considered the following UG Course Amendments for approval

- **155200004 Law of Contracts** (Appendix 260)
- **155200006 Family Law** (Appendix 261)
- **155200014 Law of Tort** (Appendix 262)
- **155200025 Public International Law** (Appendix 263)
- **155200030 Law and Development** (Appendix 264)
- **155200032 Law and Society in South Asia** (Appendix 265)
- **155200033 Law and Society in Africa** (Appendix 266)
- **155200037 Islamic Law** (Appendix 267)
- **155200051 European Human Rights – EU Law** (Appendix 268)
- **155200055 Chinese Law** (Appendix 269)
  - 6d – To be completed by convenor
- **155200057 Equity and Offshore** (Appendix 270)
- **155200059 Intellectual Property Law** (Appendix 271)
- **155200063 Environmental Law** (Appendix 272)
APPROVED subject to amendment

The Chair commended the School of Law for listening to, and reacting to, student feedback regarding assessments.

FLTC considered the following PG Course Amendment for approval

- **15PLAC333 Law, Human Rights and Peace Building** (Appendix 273)
  - 6b – Confirmation needed with regards to length of Presentation.
APPROVED subject to confirmation

71. Politics
FLTC considered the following UG Course Amendments for approval

- **153400070 Globalisation and Global Governance** (Appendix 274)
- **153400073 Identity in International Relations** (Appendix 275)
- **155200083 The Politics of the World Economy** (Appendix 276)

The Chair commended the above amendment for its description in 6d – PR1 which clearly explains the rationale for the assessment method.
72. CeDEP – External Examiners Response (Appendix 278)
FLTC noted the EE’s Response

73. APR’s
FLTC noted the following APR’s
- Dept. of Development Studies
- Dept. of Economics
- Centre for Gender Studies
- ADLT summary

It was noted that there were no documents pertaining to Law, DeFIMS or Politics. Departments are reminded that these must be supplied for review at FLTC.

74. Study Abroad / Exchange Programme – Guidelines for Academic Staff (Appendix 283)
Coryn Shifflet (Study Abroad / Exchange Student Co-Ordinator) reported on the guidelines stating that there was a need for more integration between Study Abroad students and full-time SOAS students, and high-lighting the revenue brought into the School by the Exchange programme, and also that many students who attend SOAS as part of the programme tend to return for Postgraduate study.

MB noted that there should be more support and training in essay writing for UK Universities for the exchange students.

GH requested that academics are notified of Study Abroad / Exchange Student assignment submission deadlines to ensure that their essays are marked in good time.

It was suggested that CS be invited to Department Meetings to discuss the programme.

75. Student Advice & Wellbeing – Update (Appendix 284)
Angela Axon (Student Disability Advisor) stated that the pilot for use of extended coursework deadlines for students with Specific Learning Difficulties had come to an end, and would encourage staff feedback on how the process has gone.

There are two options: to extend the allowance to 10 days which would exclude any assignments due in Term 3; or to continue with the current 5 day allowance which would include up until Term 3 Day 1.

AA notified the committee that due to cuts in funding, recording equipment is no longer provided to the students for use in lectures. Members stated that students often record lectures on their mobile phones which, as long as permission is sought from the lecturer, most staff are happy with, however, the responsibility should be with the student, rather than the academic.

76. Library Services – Update
Beth Clark (Head of Electronic Services) reported that there is an entirely new library system being implemented. In the transition period there will be a longer loan period with no fines, but books cannot be reserved online. This will also cause problems with the self-issue machines, but will be rectified after the 2-week transition period.

Students have requested that a longer loan period be applied to DVD’s, but there are issues with this as many are essential viewing with very few copies. Further discussions will take place with the Faculty of Arts & Humanities.
77. CeDEP – Suspension of Regulations
NOTED
The meeting closed at 11.40am.

Date of next meeting
- October 2015 (date and time tbc)

ACTION POINTS (5 – 2014/15)

<table>
<thead>
<tr>
<th>Minute</th>
<th>Item</th>
<th>Action 2014/15</th>
<th>Deadline for report to FTLC</th>
<th>By</th>
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<tbody>
<tr>
<td>66</td>
<td>DeFIMS: MSc Finance prog. proposal</td>
<td>DeFIMS &amp; Economics to consult on Programme Proposal to highlight any overlaps with current programmes</td>
<td>Oct 15</td>
<td>PS</td>
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<td>73</td>
<td>APRs</td>
<td>DeFIMS, Law &amp; Politics to supply FLTC with APRs for comments</td>
<td>Oct 15</td>
<td>AF, MB, LS</td>
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<tr>
<td>75</td>
<td>Student Advice &amp; Wellbeing Update</td>
<td>Members to contact AA with any comments on Extended Deadline pilot</td>
<td>N/A</td>
<td>All Members</td>
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