

HSS Board of Studies

Unreserved Minutes

Thursday, 23rd April 2026 3:00 pm

Microsoft Teams | HSS Board of Studies

Attendees

Gail Forey (Interim Chair)
Rachel Acres
Elisabeth Barratt Hacking
Mattia Cacciatori
Maria Clutterbuck
Matteo De Tina
David Galbreath
MariCarmen Gil Ortega
Monica Greco
Sarah Jones
Polly McGuigan
Haydn Morgan
Javier Rivas Ruiz
Megan Rowbottom
Gervene Teoh
Pieter Van Ellewee
Andrew Weyman
Matthew Wickens

Apologies

Deborah Wilson
Michael Stimmelmayer
Louie Wickersham
Florin Bisset
Mariana Bonnouvrier
Xiao Lan Curdt-Christiansen
Richard Joiner
Peter Lambert
Lizzi Milligan
Ajit Mishra
Katrín Roberts
Yixian Sun
Joanna Syrda

5206.0 Welcome and Quorum

The Chair welcomed members and attendees.

5207.0 Declarations of Interest

No conflicts of interest were declared.

5208.0 Minutes of the Previous Meeting - HSS25/26 - 80

The minutes of the previous meeting on **25 February 2026** were approved.

5209.0 Actions and Matters Arising

The action log was considered.

5210.0 Chair's Business

No Chair's business was discussed.

5211.0 Individual Schemes of Study - HSS25/26-83

The Chair explained that the papers available aimed to bring together practice across the University about how different faculties approached Individual Schemes of Study and to formalise how we as a Faculty managed Individual Schemes of Study.

The discussion was opened up to members, and key points included:

- The role of DoS's in enforcing Individual Schemes of Study as being operational. It was suggested to make this clearer in the document such as clarifying where the responsibility of referral to Disability Services lies.
- Changing units included in course: Where an Individual Scheme of Study implies that students with particular needs are able to change units, does this mean changing units during semester time, and could students be able to take DoS approved units? It was clarified that broadly no, the policy covers a broad range of things but this would not be best practice, it only applies to exceptional circumstances.
- If the time of an assessment is changing due to an Individual Scheme of Study, is this replacing extension requests from students? It was clarified that where we know students are not going to meet a Board deadline, we have asked DoS's to put in a request for an Individual Schemes of Study and that the same practice would be applicable in the new approved structure.

- Different assessment types: It was discussed whether a mechanism such as more visibility was possible on SAMIS where an assessment type needed to be changed, so colleagues could be flagged earlier in the semester. It was mentioned that this is being looked at as part of Inclusive Education Framework.
- It was queried whether there would be a student friendly guide or diagram on Individual Schemes of Study and it was clarified that this would be a question for University about how much they want to publicise this as the attached document was for internal use only and would only be available to a very small number of students with exceptional circumstances.

Action: Gail to ask Student Services, whether individual students that have a DAPs that specifies that the student can't do a certain type of assessment, could this be clearly flagged in SAMIS for unit convenors to see?

5212.0 Sub-Committee minutes HSS25/26 - 81

The following Staff Student Liaison Committees (SSLC) minutes were noted:

- BA Education with Psychology 25 February 2026
- BA Education with Psychology 25 March 2026
- MSc Economics 5 February 2026
- MSc Economics 9 March 2026
- MSc Humanitarianism, Conflict and Development 22 January 2026
- MSc Applied Psychology and Economic Behaviour 24 February 2026
- MSc CAP 24 February 2026
- MSc ACP 26 March 2026
- MSc ACP 12 February 2026
- MSc Health Psychology 23 February 2026
- MSc SEM, SPY, FM 26 January 2026
- PGT Languages 6 March 2026
- PGT Politics 13 February 2026
- PGT Politics 25 March 2026
- TESOL & IEG 24 February 2026
- TESOL & IEG 25 March 2026

- UG Economics 4 March 2026
- UG SPS 11 March 2026

5213.0 Any Other Business

No other business was raised.