
Meeting: FACULTY OF HUMANITIES AND SOCIAL SCIENCES
BOARD OF STUDIES

Date and Time: Wednesday 3rd April 2019, 2.15pm

Venue: 1 West 3.30

Present: Dr C Wilson, Associate Dean (Learning and Teaching) (Chair)
Prof A Abbas, Head of Department of Education
Dr S Adams, Department of Psychology
Miss E Alcock, Students' Union President & representative
Dr S Alegre, Department of Politics, Languages and International
Studies
Ms M Clutterbuck, Head of Learning Partnerships Office
Dr F Gillison, Head of Department for Health
Mr D Griffiths, Faculty of Engineering and Design
Dr S Martin, Department of Education
Dr P Postl, Head of Department of Economics
Dr N Startin, Head of Department of Politics, Languages and
International Studies
Mrs E Stuart Edwards, Faculty Librarian
Dr J Troyer, Department of Social and Policy Sciences

In Attendance: Mrs R Acres (Secretary)

Apologies: Prof D Galbreath, Dean of H&SS
Mr Z Chen, Postgraduate representative
Mr S Garcia, Undergraduate representative
Dr A Jordan, Department of Psychology
Prof G Maio, Head of Department of Psychology
Dr A Mondon, Department of Politics, Languages and International
Studies
Prof J Devine, Head of Department of Social and Policy Sciences
Dr A Mishra, Department of Economics
Dr F Qin, School of Management
Dr K Von Oppen, Department of Politics, Languages and International
Studies
Dr I Walker, Associate Dean (Research)
Dr L Watts, Faculty of Science

ACTION

4283. MINUTES OF THE PREVIOUS MEETING

The minutes of the 27th February 2019 were approved as an accurate record of the meeting (paper 116).

4284. MATTERS ARISING from the minutes.

- (1) In relation to **minute 4269**, the Head of Department for Politics, Languages and International Studies noted that they would consider, as part of the legal agreement with the Houses of Parliament, how to management the risk of Parliamentary staff being unable to come to Bath.
- (2) In relation to **minute 4270**, it was noted that the Department would address points raised by the Board of Studies on 27th February 2019 in relation to the new MA in Gender and Politics as part of the Stage 2 proposal.

4285. CHAIR'S BUSINESS

There was none.

4286. CURRICULUM TRANSFORMATION

The Board considered the 'Checks, feedback and endorsements guidance' for Phase 1 of Curriculum Transformation (paper 117), and discussed the process for the longer meeting of H&SS Board of Studies on 22nd May 2019, where the Board would consider the undergraduate Phase 1 submissions.

The Chair noted that Board of Studies would be asked to consider, when reviewing the Phase 1 submissions, whether:

- Phase 1 criteria have been met;
- there is evidence of a continuing market for the course (incl. study modes);
- the course vision and Faculty/School vision/priorities align;
- there is a clear rationale for proposals within the course vision;
- there is any impact on the market for the course;
- Current resources are appropriate to deliver the transformed course.

It was noted the Head of Department, Associate Dean (Learning and Teaching), the Faculty Marketing Manager and Director of Admissions, would be reviewing the submissions before Board of Studies. Each Board of Studies member would be allocated 2 submissions to consider ahead of the 22nd May meeting (paperwork would be available on BSS Boards from 8th May) and were asked to submit any written comments to the Faculty Assistant Registrar (Rachel Acres) ahead of the meeting. At the 22nd May meeting, the Director of Studies and Departmental CT lead would attend for their agenda item.

A member queried what the process was if the Board, or others providing endorsement, rejected the submission. The Chair noted that Curriculum Development Officers had been working with CT teams to develop their paperwork and did not expect that there were would be an outright rejections, but that comments and feedback would need be addressed before Curriculum Transformation Committee in July. The Faculty Assistant Registrar would double check this with the Centre for Learning and Teaching.

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4287. NEW PRIZE PROPOSAL

Department of Politics, Languages and International Studies

The Board approved the proposal for two new Masters prizes (paper 117b):

- The Department of Politics, Languages and International Studies prize awarded to the MA student with the highest overall average at the end of their degree (MAs in International Relations, International

Security, International Relations and European Politics, and Contemporary European Studies-Euromasters).

- The Department of Politics, Languages and International Studies prize awarded to the MA student with the highest overall mark for their advanced International Relations, International Security, International Relations and European Politics and Contemporary European Studies dissertation.

NB – Secretary’s note – it was noted after the meeting that the minimum level for new prizes was £250 per award (as per the Senate Awards and Prizes procedure) and therefore both prizes would be amended to reflect this (having confirmed with the Head of Department and Faculty Finance Manager).

4288. FACULTY COMMITTEES

- (1) The Board received the minutes of the **Faculty Executive Committee** on the 11th March 2019 (FOI restricted) (paper 118).
- (2) The Board received the minutes of the **Faculty Learning, Teaching and Quality Committee** on the 20th March 2019 (FOI restricted) (paper 119).
- (3) The Board received the minutes of the **Staff Student Liaison Committees** for:
 - PGT Economics held on 06.02.19
 - FdSc/BSc Sport (Sports Performance) held on 15.02.19
 - BSc Health and Exercise Science held on 12.02.19
 - PGT Psychology held on 14.02.19
 - PGT Education held on 05.12.18
 - BA Sport and Social Sciences held on 15.02.19
 - UG Politics held on 25.10.18, 22.11.19, 13.12.19 (paper 120).
- (4) The Board received the minutes of the **Accreditation of Prior Learning Committee** held on 23rd October 2018 (paper 121).
- (5) The Board received the minutes of the **MRes Programme Policy Committee** held on 20th September 2018 and 23rd January 2019 (paper 122).