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**Meeting:** FACULTY OF HUMANITIES AND SOCIAL SCIENCES  
BOARD OF STUDIES

**Date and Time:** Wednesday 10<sup>th</sup> October 2012 at 2.15pm

**Venue:** Council Chamber

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**Present:** Prof R Eatwell, Dean (Chair)  
Prof S Gough, Associate Dean (Graduate Studies)  
Dr P Lambert, Associate Dean (Learning and Teaching)  
Ms E Barratt Hacking, Department of Education  
Dr J Bilzon, Head of Department for Health  
Prof I Butler, Head of Department of Social and Policy Sciences  
Mr C Clements, SU President  
Prof C Lees, Head of Department of Politics, Languages and International Studies  
Dr A Dinerstein, Department of Social and Policy Sciences  
Dr J Francombe, Department of Education  
Dr J Gavin, Department of Psychology  
Dr D Griffiths, Faculty of Engineering and Design  
Dr M Hayden, Head of Department of Education  
Dr K Rodham, Department of Psychology  
Dr A Salo, Department for Health  
Dr T Skinner, Department of Social and Policy Sciences  
Dr D Thompson, Department for Health  
Ms C Tylee, Faculty Librarian  
Dr A White, Department of European Studies and Modern Languages  
Ms M Woodward, Head of Learning Partnerships

**In Attendance:** Mrs P Lowton (Secretary)

**Apologies:** Prof D Stanton Fraser, Associate Dean (Research)  
Dr D Bence, School of Management  
Ms A Friend, UG student  
Prof C Ioannidis, Head of Department of Economics  
Ms A Rees, UG student  
Prof B Verplanken, Head of Department of Psychology  
Dr L Watts, Faculty of Science

**ACTION**

**2116. MINUTES OF THE PREVIOUS MEETING**

The minutes of the meeting of the Board held on the 16<sup>th</sup> May 2012 were approved as a correct record of the proceedings (paper 37). There were no matters arising.

**2117. TERMS OF REFERENCE**

The Board noted the Terms of Reference of the Board of Studies for 2012/13. (paper 38)

**2118. MEMBERSHIP MATTERS**

The Board noted the list of members for 2012/13. (paper 39)

The Board decided against the co-option of any additional members for 2012/13.

**2119. CHAIR'S BUSINESS**

The following headlines were highlighted by the Chair:

- New University position in rankings.
- General positive recruitment position.
- New Student Experience Officer, and role outline.
- QAA Institutional Review updates (key dates being Dec 2012 for submission of the self-evaluation documentation, and IR Panel visit over March/April 2013). The amount of involvement required of the library at Faculty level was raised as a query.

**Dr PL to confirm**

**2120. BOARD OF STUDIES SUB-COMMITTEES**

**(1) Boards of Examiners**

The paper to consider proposed guidance for the minimum membership of Boards of Examiners and the involvement of External Examiners in Boards of Examiners was withdrawn. (paper 40) The Board was briefed that further discussions of this paper were proceeding at University level, and that it was hoped guidance would be available before the next meeting.

The Board noted that the procedure for reviewing the NFAAR was unclear. The Associate Dean (Learning and Teaching) agreed to investigate what arrangements have been agreed for the further review of the NFAAR.

**Dr PL to confirm**

**(2) Boards of Examiners for Learning Partnerships Office Programmes**

The Board approved the proposed membership of Undergraduate Unit and Programme Boards of Examiners for 2012/13. (paper 41)

**(3) Learning Partnerships Office**

The Board approved the membership and terms of reference for 2012/13 of the Learning Partnerships Programme And Partner Committee. (paper 42)

The Board approved the membership and terms of reference for 2012/13 of the Learning Partnerships Staff Student Liaison Committee (SSLC) for licensed and franchised programmes. (paper 43)

The Board welcomed the transition of the following LPO programmes to the Faculty following the disestablishment of the Division for Life-long Learning:

- FdSc/BSc Additions Counselling
- FdA Early Years and Childhood Studies
- BA Early Years Care and Education
- FdSc/BSc Sport (Coaching)
- FdSc/BSc Sport (Health and Fitness)
- FdSc/BSc Sport (Sports Therapy)
- BSc Social Work

**2121. STAFF STUDENT LIAISON COMMITTEES**

The Board received the annual reports of the Staff-Student Liaison Committees for 2011/12 (paper 51-78).

**2122. ANY OTHER BUSINESS**

There was no new business.