

UNIVERSITY OF WARWICK

Board of the Faculty of Arts

Minutes of the meeting of the Board of the Faculty of Arts held on Monday 20 May 2013.

Present: Professor S Swain (Chair), Professor C Bates, Dr C Bilton, Professor K Butcher, Dr C Constable, Ms J Cooper, Professor R Earle, Dr D Fearn, Professor E Gallafent, Dr J Gilmore Professor S Gilson, Professor N Hewlett Professor N Holdsworth, Mr M Hulse, Dr C Jenainati, Dr J Jordan, Professor J Labbe, Dr D Lines, Professor A Menezes, Dr R Moseley, Ms Nese Tosun, Dr T White

Apologies: Dr K Astbury, Dr R Bivins Dr L Bourdua, Dr R Fagge, Professor S Hand, Mr J Handy, Professor M Hatt, Professor T Howard, Professor M Knights, Dr D Lambert, Professor M Luddy, Mrs T MacKinnon, Dr L Polezzi, Professor A Reeve, Dr H Schmitz, Professor P Scott, Professor D Smith Mr E Stewart. Dr M Vanhaelen

In attendance: Dr L Meadows (Secretary), Dr C Firth, Dr N Lewycky, Dr L Perrin, Professor C Hughes and Mr P Blagburn (for item 36/12-13), Mrs K Jenkins and Dr E Melia (for item 37/12-13), Mrs Helen Pennack (for item 44/12-13)

33/12-13 Minutes

RESOLVED:

The minutes of the meeting of the Board held on 13 February 2013 be approved (copy attached).

34/12-13 Membership and elections

(a) Appointment of the Chair of the Faculty of Arts

RECEIVED:

The following statement from the Registrar:

- (i) That the Faculty Board and the Senate at their meetings in the Spring Term of 2011 received a proposal for revised arrangements for the selection and appointment of Faculty Board Chairs to enable the recommendations of the Harris Review to be implemented;
- (ii) That In accordance with those revised arrangements and Statute 17 (3), the Vice-Chancellor recommended that Professor Simon Swain be reappointed as Chair of the Board of the Faculty of Arts for the 2013/14 academic year;
- (iii) That the current Statute 17 (3) provides for annual reappointment although the approved recommendations arising from the Harris Review establish an expectation that the term of office for a Faculty Board Chair should be for an initial period of three years.

CONSIDERED:

The reappointment of Professor Simon Swain as the Chair of the Board of the Faculty of Arts for the 2013/14 academic year on the recommendation of the Vice-Chancellor.

RESOLVED:

That Professor Simon Swain be re-appointed for the academic year 2013-14.

- (b) Board of the Faculty of Arts, its sub-committees and University-level committees

RECEIVED:

An oral report from the Chair on the appointment of Professor N Holdsworth as Deputy Chair of the Board of the Faculty of Arts for the academic year 2013/14;

CONSIDERED:

Nominations to the Board of the Faculty of Arts, its sub-committees and University-level committees for the academic year 2013/14 (paper BFA.19/12-13, referred);

RESOLVED:

- (i) That any outstanding vacancies would be approved by the Chair on behalf of the Board during the summer months;
- (ii) That Professor Earle be thanked for her work as Deputy Chair of the Board of the Faculty of Arts.

- (c) Election of Board Members to the Senate

REPORTED:

- (i) That the Senate had six places for representative members of the Board of the Faculty of Arts appointed by the Board and that continuing representatives (with their term of appointment in brackets) are as follows:

Professor S Gilson (Italian) (2014)
Professor N Hewlett (French Studies) (2014)
Professor M Luddy (History) (2014)
Dr C Constable (Film & Television Studies) (2015)
- (ii) That there were two vacancies on Senate for representative members of the Board of the Faculty of Arts for the period 1 August 2013 to 31 July 2016 arising from the end of the term of office of Prof Catherine Bates and Prof Nadine Holdsworth and that nominations from the Board for a replacement member were requested by email on 10 May 2013 to be submitted by 17 May 2013;
- (iii) That, in accordance with University regulations, the majority of the six Faculty representatives must be Professors and the majority must be Heads of Departments.

RESOLVED:

That, in accordance with University Regulation 2.2, Professor Stephen Shapiro (English and Comparative Literary Studies) and Professor Alison

Menezes (Hispanic Studies) be elected as members of the Senate to represent the Faculty of Arts for 2013/14 to serve for the period 1 August 2012 to 31 July 2015.

(d) First Year Board of Examiners 2012/13

(i) Membership of the First Year Board of Examiners

RECEIVED:

Departmental membership of the First Year Board of Examiners for the Faculty of Arts for the academic year 2012/13 for meetings in June and September 2013 (paper BFA.21/12-13, attached).

(ii) Examination Guidelines for the First Year Board of Examiners

RECEIVED:

The guidelines for the First Year Board of Examiners of the Faculty of Arts (paper BFA.4/06-07).

35/12-13 University Research Centres

CONSIDERED:

An update paper from the University Research Committee Secretariat (paper BFA.22/12-13, available on the Filestore).

REPORTED:

That the Yesu Persuad Centre for Caribbean Studies would be reviewed in 2013/14 and related paperwork would be considered by the Board in November 2013.

36/12-13 Draft University Widening Participation Strategy

CONSIDERED:

A paper, together with an oral report, from the Pro-Vice-Chancellor for Education (Innovation, Employability and Widening Participation) and Senior Assistant Registrar (Outreach) setting out the draft University Widening Participation Strategy (paper BFA.23/12-13, attached).

RECEIVED:

An oral report from the Senior Assistant Registrar (Strategy and Change) on the draft University Widening Participation Strategy.

REPORTED: (by the Pro-Vice-Chancellor for Education (Innovation, Employability and Widening Participation))

- (a) That the Strategy recognised an enormous amount of Widening Participation activity going on across the University;
- (b) That the Strategy offered an opportunity to bring all these activities together, assess existing and efficiently deploy new resources, while retaining a necessary degree of flexibility and diversity of activities to suit academic departments;

- (c) That a detailed Action Plan would be devised following approval of the Strategy, noting that it was intended for people implementing the activities to be involved in the drafting of the Action Plan;

(by the Chair)

- (d) That the Strategy represented a very positive step and introduced a holistic approach to Widening Participation.

RESOLVED:

- (e) That the draft University Widening Participation Strategy be endorsed;
- (f) That any comments on the draft Strategy should be submitted to the Secretary within 14 days.

37/12-13 Central Teaching Timetable Update

RECEIVED:

An oral report from the Senior Assistant Registrar (Space Management and Timetabling) on current developments relating to the University's central teaching timetable.

REPORTED: (by the Senior Assistant Registrar)

- (a) That the principles for the new University central teaching timetable had been drafted, but that any new system would need to be thoroughly tested before implementation;
- (b) That clear priorities needed to be set to allow the construction of a new University timetable, noting a number of competing considerations to be taken into account whilst facilitating goals of the Learning and Teaching Strategy to be achieved;
- (c) That in order to ease the pressure on University teaching spaces a more flexible approach needed to be taken, including the use of underutilised teaching spaces, particularly on Westwood Campus, and timeslots;
- (d) That Space Management & Timetabling would inform discussions on the review of the teaching year;
- (e) That the Space Management & Timetabling team would be working closely with ITS to ensure integration of Tabula developments with the student timetable.

38/12-13 Chair's Business

REPORTED:

- (a) Progress made with the Humanities Building feasibility study
 - (i) That the Humanities Building Working Group would present the completed feasibility study to the Capital Planning and Accommodation Review Group on 4 July 2013;

- (ii) That the Chair had been invited to write a paper for the Financial Planning Sub-Committee on 17 April 2013 outlining a draft business case for a new or redeveloped building;
 - (iii) That no decision had yet been taken.
- (b) Progress made on establishing a Centre for Medical Humanities
- (i) That the Faculty and the IAS had jointly hosted a Speculative Lunch on 22 April 2013, which was attended by 54 academics from across the University and led by the Chair and Professor Young;
 - (ii) That those present were enthusiastic about the establishment of a Centre for Medical Humanities, as it would help build a critical mass of expertise and align interests across the University with funding opportunities available from the Wellcome Trust and other funding bodies;
 - (iii) That research clusters had been formed (and academic leads for each cluster identified) and follow-up meetings would take place from September 2013;
 - (iv) That the Chair had had informal conversations with the Wellcome Trust concerning a new Centre and they had encouraged a bid to come forward in the new academic year, so that a Centre could be established by Autumn 2014.
- (c) That there would be Arts Faculty end of term function on 19 June 2013, 12.30-1.30pm, H0.42 and that everyone working within the Faculty would be invited;
- (d) That an open meeting for those in the Faculty using SAMS/Tabula would be held on 27 June 2013, (12.30-1.30pm, H0.42) for colleagues to learn more about development, implementation and functionality.

39/12-13 Student Representatives' Issues

REPORTED: (by the Faculty postgraduate student representative)

That it would be important to listen to the student voice when the design phase of the new Humanities Building started, so that all user needs could be taken into consideration.

40/12-13 Arts Undergraduate Studies Committee

RECEIVED:

The unconfirmed minutes of the meeting of the Undergraduate Studies Committee of the Faculty held on 8 May 2013 (paper BFA.24/12-13).

41/12-13 Arts Graduate Studies Committee

RECEIVED:

The unconfirmed minutes of the meeting of the Graduate Studies Committee of the Faculty held on 14 May 2013 (paper BFA.25/12-13).

42/12-13 Arts Faculty Research Committee

RECEIVED:

The minutes of the meeting of the Arts Faculty Research Committee held on 6 March 2013 (paper BFA.26/12-13).

43/12-13 Interdisciplinary Degrees

RECEIVED:

An oral report from the Chair on recent moves within the sector to offer interdisciplinary degrees.

CONSIDERED:

- (a) The benefits of offering interdisciplinary degrees within the Faculty of Arts;
- (b) The types of degrees that could be offered by the Faculty at Bachelors and Masters levels;
- (c) The obstacles to offering interdisciplinary degrees and how they might be overcome.

REPORTED: (by the Chair)

- (d) That, at the meeting of the Board in May 2011, the Chair of Faculty (Professor S Bruzzi) had brought forward a paper proposing the development of an integrated interdisciplinary degree within the Faculty, but it had not been supported;
- (e) That, since then, the Faculty had come together in a number of fora to talk about its teaching and learning provision and that there was a consensus that the time was right to develop an interdisciplinary degree within the Faculty;
- (f) That the intake for such a programme would deliberately be small and very selective (around 20 students);
- (g) That the 50th Anniversary celebrations in 2015 would offer a perfect opportunity to launch such a degree;

(by Professor Labbe)

- (h) That an integrated Masters model might be advantageous given that postgraduate taught courses would cease to receive funding from the Arts and Humanities Research Council from 2013/14 and that students would be able to access loans to cover the fourth year from the Student Loans Company;

(by Dr C Jenainati)

- (i) That such a course would need a set of core methodology modules running throughout the programme, which would help to bind it together and form a cohesive degree;
- (j) That Liberal Arts, interdisciplinary, multidisciplinary and pan disciplinary degrees offered different approaches and these would need to be explored further to inform the discussion;
- (k) That a new interdisciplinary degree programme in the Faculty would build upon interdisciplinary teaching already taking place at module level (cross-departmental co-taught and team-taught modules and interdisciplinary IATL modules);

(by Dr C Firth)

- (l) That competitor institutions offering similar degree programmes all had a unique selling point and this would need to be identified so that a clear marketing and recruitment strategy could be developed and disseminated;

(by Professor Bates)

- (m) That the Faculty had previously offered an interdisciplinary BA course (History and Culture), which had recruited excellent students but had been problematic to administer;
- (n) That such problems were not insurmountable, but would require a shift in University finance and governance structures to ensure the smooth-running of such courses;

RESOLVED:

- (o) That Dr Jenainati would convene a working group to explore and develop the concept of an interdisciplinary Arts degree programme;
- (p) That the working group would hold an open meeting for those interested in contributing to such a programme early in the Autumn term, with a view to reporting progress to sub-committees of the Faculty and the Board in November 2013;
- (q) That the Faculty would seek to launch such a degree to coincide with the University's 50th Anniversary celebrations.

44/12-13

Recruitment and Marketing

RECEIVED:

An oral report from the Chair on the appointment of the new Director of University Marketing and the impact that an increasingly strategic view of marketing for the University could have upon recruitment.

CONSIDERED:

- (a) How a more consistent approach to marketing could help recruitment across the Faculty;
- (b) The desirability of demonstrating 'distinctive' features of the Faculty of Arts to internal and external audiences.

REPORTED: (by Professor Holdsworth)

- (c) That teaching and learning across the Faculty of Arts was distinctive in a number of ways, including:
 - (i) That the curriculum was internationally focussed, designed to be flexible and promoted optionality;
 - (ii) That the flexible curriculum helped students develop a unique intellectual toolkit, which was very attractive to employers;
 - (iii) That modules and courses across the Faculty were constantly updated to include cutting-edge research;
 - (iv) That the integration of research and teaching across the Faculty meant that students received teaching from both senior and junior colleagues;
 - (v) That teaching in the Faculty was both student-centred and student-led, which promoted excellent levels of student engagement;

(by Professor Bates)

- (d) That research in the Faculty was distinctive in a number of ways, including:
 - (i) That all departments in the Faculty carried international reputations for research excellence, as demonstrated through the RAE 2008 and various league tables (most recently the QS International Subject rankings);
 - (ii) That research and teaching within the Faculty were intrinsically linked, and both informed the other;
 - (iii) That the quality of the Faculty's research had been validated by the external exercise undertaken in advance of the REF;

(by Dr Lewycky)

- (e) That public engagement activity across the Faculty was distinctive in a number of ways, including:
 - (i) That colleagues from all departments within the Faculty were involved in many different types of public engagement activities, from outreach and work with schools, to television programmes on specialist subject areas and work with local community groups on what it means to do research in the Arts;
 - (ii) That activities of this sort formed part of a larger narrative about an 'Engaged Faculty' and this needed to be communicated more clearly to internal and external stakeholders;

RESOLVED:

That the Faculty would work with Ms Pennack and her team to develop a Faculty leaflet, which would help draw attention to distinctive aspects of Faculty-level activity.

RESOLVED:

That the following items be included in the next report for the Senate's consideration:

- (a) Membership of the Board and representatives on University committees for 2013/14;
- (b) Progress made on establishing a Centre for Medical Humanities
- (c) Interdisciplinary Degrees;
- (d) Recruitment and Marketing.

46/12-13 Any Other Business

REPORTED: (by the Chair)

- (a) That the Board wished Professor Jackie Labbe well with her move to the University of Sheffield where she would take up the post of Pro-Vice-Chancellor for Arts in September 2013;

Part 2: items to report without discussion47/12-13 University Policy on the Timing of the Provision of Feedback to Students on Assessed Work

RECEIVED:

Headline data considered by the sub-group and the sub-committees of the Board (paper BFA.18/12-13).

REPORTED:

- (a) That the University Policy on the Timing of the Provision of Feedback to Students on Assessed Work had been approved at AQSC in December 2012 (available on the [TQ website](#));
- (b) That, as part of the Policy, assessment turnaround times would be monitored by Heads of Department and headline data would be considered by Faculty Board Sub-Committees on a termly basis;
- (c) That the sub-group met on Tuesday 30 April 2013 to look at headline data from Term 2;
- (d) That the data would be considered by AQSC later in the term.

48/12-13 Course Approval and Amendments

REPORTED:

That, at its meeting on 14 May 2013, the Arts Graduate Studies Committee approved the following:

New courses

- (a) A proposal from the Centre of Cultural Policy Studies for a new course, “MA Arts, Enterprise and Development” (paper AGSC.69/12-13);

Course amendments

- (b) A proposal from the Department of French Studies for a revised course, “MA in French and Francophone Studies” (paper AGSC.70/12-13);
- (c) A proposal from the Centre of Classics and Ancient History for a revised course, “MA in Visual and Material Culture of Ancient Greece” (paper AGSC.71/12-13).