

UNIVERSITY OF WARWICK

Board of the Faculty of Arts

There will be a meeting of the Board of the Faculty of Arts at 1.30pm on Wednesday 10th November 2010 in the Council Chamber, University House.

J F Baldwin
Registrar

Notes:

Please send questions on agenda items or apologies for this meeting to the Secretary to the Board, Laura du Plessis on 23773 or artsfacultyboard@warwick.ac.uk

Items in the second part of the agenda are matters to be reported without further discussion. Any papers relating to these items are only available electronically at www.files.warwick.ac.uk/boardofarts/browse#.

Owing to the times that external attendees are able to meet with the Board to discuss specific issues, it may be necessary to alter the order of the agenda during the meeting.

AGENDA

Part one: items for discussion/consideration

1. Terms of Reference

TO REPORT:

That paragraph (4) of Statute 21 states that the Board of each Faculty will have the following powers and functions:

- (a) to regulate, subject to these Statutes and the Ordinances and Regulations and to review by the Senate, the teaching, research, curricula and examinations in the subjects prescribed for the Faculty;
- (b) to recommend to the Senate examiners for appointment;
- (c) to make recommendations to the Senate for the award of degrees (other than Honorary Degrees), Diplomas, Certificates and other distinctions in the subjects prescribed for the Faculty;
- (d) to recommend to the Senate Sub-Faculties and Departments to be constituted by the Council;
- (e) to delegate to the Sub-Faculties such matters as are deemed appropriate;
- (f) to appoint members of the Board of the Faculty to be members of the Senate as provided for under Statute 19;
- (g) to discharge such other functions as the Senate may from time to time determine.

TO CONSIDER:

Amendments as set out below to the terms of reference for the Arts Undergraduate Studies Committee (AUSC) and Arts Postgraduate Studies Committee (AGSC) to reflect changes to module approval processes from October 2010 (minute 39/09-10 refers):

- (h) For AUSC, to replace (iii) with "To undertake audits of undergraduate module approval processes within academic departments of the Faculty".
 - (i) To be responsible to the Board of the Faculty of Arts. To advise the Faculty on matters pertaining to undergraduate affairs. Such matters may originate

- within the Faculty or may be referred from the Board of Undergraduate Studies;
- (ii) To carry out an initial detailed scrutiny of all proposals from Departments within the Faculty for new or restructured degree courses and to advise and make recommendations, on behalf of the Board of the Faculty of Arts, to the Board of Undergraduate Studies, on these proposals;
- (iii) To consider and approve, on behalf of the Board of the Faculty of Arts, new and amended taught undergraduate modules in the Faculty;
- (iv) To consider and give approval for variations of syllabus and minor changes in regulations for individual students without recourse to the Chair of the Board of the Faculty of Arts;
- (v) To act with suitably augmented membership as the First Year Board of Examiners of the Faculty of Arts as appropriate.

(Terms of reference approved by the Board of the Faculty of Arts at its meeting on 14 November 2001)

- (i) For AGSC, to replace (iii) with "To undertake audits of postgraduate module approval processes within academic departments of the Faculty".

- (i) To be responsible to the Board of the Faculty of Arts. To advise the Faculty on matters pertaining to graduate affairs. Such matters may originate within the Faculty or may be referred from the Board of Graduate Studies;
- (ii) To carry out an initial detailed scrutiny of all proposals from Departments within the Faculty for new or restructured degree courses and to advise and make recommendations, on behalf of the Board of the Faculty of Arts, to the Board of Graduate Studies on these proposals;
- (iii) To consider and approve, on behalf of the Board of the Faculty of Arts, new and amended taught postgraduate modules in the Faculty;
- (iv) To receive and consider examiners' reports on research theses;
- (v) To identify experts in the Faculty as appropriate for training sessions specific to the Faculty;
- (vi) To monitor examinations conventions within the Faculty and ensure parity of distinctions and referrals;
- (vii) To further exchange information on graduate matters across the Faculty;
- (viii) To encourage and monitor graduate matters across the Faculty;
- (ix) To encourage and monitor graduate activity across the Faculty.

(Terms of reference approved by the Board of the Faculty of Arts at its meeting on 14 November 2001)

2. Membership

TO REPORT:

That the membership of the Board of the Faculty of Arts for the academic year 2010/11 is as follows:

Chair
Deputy Chair
The Vice-Chancellor
The Head and three other permanent full time members of academic staff elected by and from each of the Departments of:
English and Comparative Literary Studies

Professor S Bruzzi
Professor K O'Brien
Professor N Thrift

Dr C. Bates
Dr J. Gilmore
Professor T. Howard
Mr M. Hulse

History	Professor S. Hindle Dr R. Earle Professor M. Knights Dr C. Mick Professor S. Hand Dr K. Astbury Professor N. Hewlett
The Head and two other permanent full-time members of academic staff elected by and from the Department of French Studies	
The Head and one other permanent full-time member of academic staff elected by and from each of the Departments of: Classics and Ancient History	
German Studies	Dr S Swain Dr S Ireland Professor R. Burns Dr J. Hodkinson Dr L. Campbell (T1) Professor M. Hatt (T2 & 3) Professor P. Smith
History of Art	Dr J. Burns Dr L. Polezzi Dr N. Holdsworth Dr T. White (T1 & 3) Dr Y. Hutchison (T2)
Italian	
The Head, ex officio, of the School of Theatre, Performance and Cultural Policy Studies and one permanent full-time member of academic staff appointed specifically and only to teach in Theatre, Performance and Cultural Policy Studies elected by the members of the School of Theatre, Performance and Cultural Policy Studies	
The Head, ex officio, of the Department of Film and Television Studies and one permanent full-time member of academic staff appointed specifically and only to teach in Film Studies subjects, elected by the members of the Department of Film and Television Studies	Dr J. Burrows Dr C. Constable
The Director of the Yesu Persaud Centre for Caribbean Studies	Professor T. Burnard
The Director of the School of Comparative American Studies	Dr T. Lockley
The Chair, ex officio, and five other permanent full-time members of the academic staff elected by and from the Undergraduate Studies Committee of the Faculty of Arts	Professor S. Gilson Dr C. Jenainati Dr S Ireland Mr E Stewart Dr T White tbc
The Chair and three other permanent full-time members of academic staff elected by and from the Graduate Studies Committee of the Faculty of Arts	Dr C. Bilton Dr K Butcher Dr R Earle Dr K Astbury
One co-opted member of the Language Centre	Mr E Stewart
One permanent full-time member of academic staff elected by and from the Department of Philosophy	Professor N. Eilan

Three permanent full-time members of academic staff one elected by and from the Board of the Faculty of Science, one elected by and from the Board of the Faculty of Social Sciences and one elected by and from the Board of the Faculty of Medicine

Science	Professor C. Sparrow
Social Sciences	Professor A. Reeve
Medicine	Professor P. Abrahams
One permanent full-time member of staff elected by and from the Institute of Education	Professor J. Neelands
Up to three co-opted members, being full-time members of academic staff subject to the approval of the Senate	Professor A. Caesar Professor J. Treglown Professor J. Davies
One undergraduate student member	Ms S Poole
One postgraduate student member	TBC

3. Minutes

TO CONSIDER:

The minutes of the meeting of the Board held on 2 June 2010 (copy attached).

4. Matters Arising on the Minutes

- (a) Representation of the Faculty on the Senate (minute 42/09-10 refers)

TO REPORT:

That a vacancy had arisen for a member of the Board of the Faculty of Arts to represent the Board on the Senate for the period from 1 August 2010 to 31 July 2013 following the stepping down of Professor Trevor Burnard and that, in accordance with University regulations, Professor Simon Swain had been elected by the Board to this position by correspondence in October 2010.

- (b) Harris report implementation (minute 32(c)/09-10 refers)

TO REPORT:

That, at its meeting on 7 July 2010, the Senate considered a progress report on the implementation of the recommendations of the Harris Report on the University's constitutional arrangements, together with an oral report from Professor Mark Harrison, Chair of the Implementation Group and reported the following:
(by Professor M Harrison):

- (i) That he wished to extend his thanks to the Academic Registrar and the Chair of the Board of Graduate Studies for their assistance in the preparation of the report and its recommendations.
- (ii) That the recommendations focused on three main themes:
 - (A) The strengthening of linkages between the Centre and Departments by revising the role of the Chair of the Board of the Faculty, and by imposing greater direction on the way the University creates and distributes management information and its processes for consultation and wider dissemination.
 - (B) The development of additional management capacity at the Centre of the University (noting that a significant increase in the number of Pro-Vice-Chancellors was not seen as appropriate at this time), again by revising the role and responsibilities of the Chair of the Board of the Faculty, and by giving more discretion (within appropriate constraints) to departments over academic resourcing and teaching and learning matters.
 - (C) The need for greater delegation to departments to be accompanied by appropriate responsibility and rules and systems for risk management.
- (iii) That the successful implementation of these recommendations would rely on the positive engagement of the whole University community.

(By Professor T Docherty)

- (iii) That further consideration should be given to the nomenclature relating to proposal to use the title of 'Chair of Faculty' and that the title of 'Dean' would be more meaningful in an external and international context.

(By Professor C Sparrow)

- (iv) That every effort should be taken to ensure that the benefits of the potentially challenging changes departments would face as a result of these developments were realised and that this could only be achieved through collaborative effort and transparent communication.

(By the Deputy Vice-Chancellor)

- (v) That it was recognised that those individuals appointed as the Chairs of Faculty would require appropriate training and support in order to take on all the duties set out in the proposed job description.
- (vi) That measures were already in place to take forward a number of these actions, particularly in relation to the Academic Resourcing Committee and strengthening the University's interdisciplinary approach.

The Senate resolved the following:

- (vii) That the recommendations set out in the report from the Harris Report Implementation Group be approved;
- (viii) That consideration be given to potentially requiring the appointment of a Deputy Chair of the Faculty Board and the mechanism and role description to implement this;
- (ix) That the progress in achieving the recommendations with the Harris Report as set out in the Implementation Plan outlined in Appendix B of the Implementation Group's report be reviewed by the Senate in the Autumn Term 2011.

- (x) That the possibility of Chairs of the Boards of the Faculties chairing selection committees for Professorial posts be considered as a means to provide greater capacity, noting that the Professorial appointment process was acknowledged as a critical contributory aspect to the University's future success and that the Vice-Chancellor, Deputy Vice-Chancellor and all Pro-Vice-Chancellors were currently permitted to chair panels.

TO RECEIVE:

The report from the Harris Report Implementation Group to Senate (S.37/09-10, attached).

- (c) Institute for Advanced Teaching and Learning (IATL) (minute 47/09-10 refers)

TO RECEIVE:

An oral report from the Pro Vice-Chancellor (Education and Student Experience) on the launch of IATL in October 2010.

4. Introduction to new Academic Registrar

TO RECEIVE:

An oral report from the Academic Registrar, Dr Mike Glover, on his period in post since the beginning of October 2010.

5. Research funding issues for the Faculty of Arts

TO RECEIVE:

A report from the Arts Faculty Research Development Manager on research funding issues in the Arts and Humanities for 2010/11 (Paper BFA.1/10-11) (Dr Liese Perrin in attendance).

6. Chair's Business

TO RECEIVE:

An oral report from the Chair on the following:

- (a) Initial potential implications for the funding of higher education following the publication of the Browne Review and the Comprehensive Spending Review (Deputy Vice-Chancellor Professor Mark Smith and Registrar Jon Baldwin in attendance);
- (b) Graduate Provision;
- (c) Faculty Undergraduate offer levels;
- (d) The WISH list (paper BFA.2/10-11 attached);
- (e) Agenda items for future Faculty lunches.

7. Arts Undergraduate Studies Committee

TO RECEIVE:

The minutes of the meeting of the Undergraduate Studies Committee of the Faculty held on 20 October 2010 (Paper BFA.3/10-11, copy attached).

8. Arts Graduate Studies Committee

TO RECEIVE:

The minutes of the meeting of the Graduate Studies Committee of the Faculty held on 26 October 2010 (Paper BFA.4/10-11, copy attached).

9. Student Representatives' Issues

TO RECEIVE:

Oral reports from the Faculty of Arts Undergraduate and Postgraduate Student representatives.

10. Representation from Faculty Boards on E-Learning Steering Group

TO CONSIDER:

Nominations for two members of academic staff from the Faculty of Arts to join the E-Learning Steering Group, noting that it may be most beneficial for the members of the group to comprise a mixture of members of staff with an interest or expertise in e-learning and members with a more general interest in teaching and learning.

11. Items for Discussion at Senate

TO CONSIDER:

Items for discussion at the next meeting of the Senate.

12. Any other business

Part two: items to report without discussion

13. Course proposals

TO REPORT:

(a) BA in History of Art

That the Chair of the Board of Undergraduate Studies, on behalf of the Board, has approved a recommendation from the Arts Undergraduate Studies Committee Department of History of Art to approve a proposal from the Department of the History of Art for a variant of the course 'BA in History of Art' to include an intercalated year (Paper AUSC.70/09-10 (revised));

(b) BA in English Literature with Intercalated Year

That, at its meeting on 20 October 2010, the Arts Undergraduate Studies Committee had recommended to the Board of Undergraduate Studies approval for a proposal from the Department of English and Comparative Literary Studies for a new course 'BA in English Literature with Intercalated Year' (Paper AUSC 03/10-11) for introduction in October 2012 subject to the addition of information regarding external advice;

(c) BA in German and History

That, at its meeting on 20 October 2010, the Arts Undergraduate Studies Committee had recommended to the Board of Undergraduate Studies approval for a proposal from the Department of German Studies for a new course '(Paper AUSC.04/10-11), for introduction in October 2011 subject to clarification of the nature of the external advice obtained.

14. Freedom of information

TO REPORT:

- (a) That the Steering Committee at its meeting on 29 October 2007 considered a paper outlining how the Freedom of Information Act 2000 applies to the publication of minutes of University bodies together with the University Publication Scheme adopted by the Steering Committee in December 2003, paper SC 60/07-08, and resolved that a standard item be included on the agenda of the first meeting of each University Committee at the start of each academic year to inform new members and to remind continuing members of the University policy on the publication of minutes.
- (b) That all non-reserved minutes and agenda of the Committee are published on the University's Governance website at:
<http://www2.warwick.ac.uk/services/gov/atoz/aqsc/minutes/>
- (c) That copies of paper SC 60/07-08 are available from the Secretary (of the Steering Committee) on request.

15. Dates of 2010-11 Committee Meetings

TO REPORT:

That the remaining dates and venues for the Board's meetings for the academic year 2010-11 are as follows:

Wednesday 9 February 2011, 2.30pm, Ramphal 03/4
Wednesday 1 June 2011, 1.30pm, Ramphal 03/4