

UNIVERSITY OF WARWICK

**Minutes of the meeting of the Board of the Faculty of Arts 8 February 2012**

Present: Professor Simon Swain (Chair), Dr Katherine Astbury, Professor Catherine Bates, Dr Chris Bilton, Miss Judith Blackwell, Dr Daniel Branch, Professor Rob Burns, Dr Catherine Constable, Dr Alison Cooley, Professor Rebecca Earle, Professor Naomi Eilan, Dr Roger Fagge, Dr John Gilmore, Professor Seán Hand, Professor Nick Hewlett, Dr Nadine Holdsworth, Professor Tony Howard, Dr Cathia Jenainati, Professor Mark Knights, Professor Jackie Labbe, Dr Penny Roberts, Miss Emily Scurrah Mr Evan Stewart

In attendance: Dr Laura Meadows, Mr Robert Horton,

Apologies: Dr Jenny Burns, Professor Ann Caesar, Miss Carolyn Evans, Dr Ed Gallafant, Professor Simon Gilson, Professor Michael Hatt, Dr Jim Jordan, Professor Maria Luddy Professor Chris McConville, Professor Jonothan Neelands, Dr Daniel Orrells, Dr Loredana Polezzi, Professor John Powell, Professor Andrew Reeve, Professor Paul Smith, Dr Claudia Stein, Professor Nigel Thrift, Dr Tim White

18/11-12 Membership and Terms of Reference

REPORTED:

That Dr Alison Cooley will replace Prof Kevin Butcher as a representative for the Department Classics and Ancient History for the spring term.

19/11-12 Minutes

RESOLVED:

That the minutes of the meeting of the Board held on 9 November 2012 be approved.

20/11-12 Matters Arising from the Minutes

(a) Hispanic Studies (minute BFA.4/11-12 refers)

RECEIVED:

An oral update from the Chair on progress made on appointment of a Chair of Hispanic Studies.

REPORTED:

- (i) That the application deadline for a Chair of Hispanic Studies would close on 24 February 2012, and interviews would take place on 29 March 2012 with Prof Ann Caesar chairing.
- (ii) That once a Chair had been appointed, two junior positions would be advertised and the new Chair would be part of the interview process, likely to be in April 2012.

- (b) Sub-Faculty of Modern Languages (minute BFA.4/11-12 referred)

RECEIVED:

An oral update from the Chair on progress made establishing a Sub-Faculty of Modern Languages.

REPORTED:

- (i) That an appointment to the position of Chair of the Sub-Faculty would be made so that the post-holder would take up the post ahead of the Autumn term 2012 and most likely by the end of March;
- (ii) Following a request for nominations for the position across the Faculty, the Chair of Faculty would consult with eligible departments (Modern Languages and the Language Centre) on the proposed candidates and would make a recommendation to the Committee on the Appointment of Heads of Department;
- (iii) Should a candidate not be identified from the consultation, an election would be held.

- (c) Undergraduate offer levels (minute BFA.8/11-12 referred)

RECEIVED:

A paper, together with an oral report, from the Senior Assistant Registrar (UG Admissions) on application levels and trends for the Faculty (BFA.7/11-12).

REPORTED: (by the Senior Assistant Registrar)

- (i) That application numbers to departments in the Faculty had decreased when compared to the previous cycle, although there were many reasons for this, including the fact that most affected departments had raised their offer levels to AAB;
- (ii) That a similar picture had been reported across the Russell Group;
- (iii) That the quality of applications remained extremely high in all areas and most departments would not have difficulty reaching their entry targets;
- (iv) That Overseas applications had also dropped slightly but this had not affected quality and would not affect departments reaching their targets.

- (d) Graduate Provision (minute BFA.11/11-12 referred)

- (i) The PG Hub in Coventry House

REPORTED: (by the Chair of the Board of Graduate Studies)

- a. That conversion of the new PG Hub in Coventry House had been completed and would be opened by the Vice-Chancellor on 7 March 2012;
- b. That the space would be used for Research Student Skills Programme (RSSP) training session, face-to-face meetings with Graduate School and International Office staff, supervisions and independent study;
- c. That the space would be open to all postgraduate students and the Chair of the Board of Graduate Studies encouraged postgraduate SSLCs to book the space for meetings.

(ii) The AHRC Block Grant Partnership

REPORTED:

- a. That good progress had been made with the BGP2 expression of interest, which would be submitted on 27 February 2012;
- b. Dr Chris Bilton had worked with a colleague at Birkbeck on the substantive part of the application;
- c. That the maximum number of 60 PhD studentships would be bid for and all academic disciplines would be eligible;
- d. That allocation of awards had not been discussed at this stage.
- e. The Chair expressed his thanks to Prof Labbe and Dr Bilton for their hard work.

21/11-12 UKBA Attendance Monitoring

RECEIVED:

A report, together with an oral update, from the Academic Registrar (BFA.8/11-12) updating members of the Board following a recent audit of the University's attendance monitoring systems, which looked at the University's compliance with the UK Border Agency's requirements regarding overseas students.

REPORTED: (by the Academic Registrar)

- (a) That there is an external regulatory imperative which requires the University, as a 'highly trusted sponsor', to maintain an effective system to monitor the attendance of overseas students and the University had decided to apply the same attendance monitoring rules to both home/EU and overseas students;
- (b) That Highly Trusted Sponsor (HTS) status is a pre-requisite for admitting overseas students onto Warwick's programmes and only HTS organisations are able to issue Confirmation of Acceptance for Studies (CAS) to applicants (and applicants must have a CAS in order to apply for a tier 4 student visa); hence, the loss of HTS status would mean that the University would no longer be authorised to issue CAS and the recruitment of overseas students therefore would cease;
- (c) That Internal Audit had recently conducted a review of student monitoring systems across the University, in order to identify areas which required improvement to achieve full compliance with UKBA requirements;
- (d) That the audit report had highlighted a number of areas for action and all Departments are asked to note the importance of complying with the University's attendance monitoring systems.

(by members of the Board)

- (e) That because UKBA would only look at monitoring of Overseas students, the University should not monitor Home/EU students in the same way;
- (f) That joint degrees were a problematic area because shared monitoring points throughout the academic did not necessarily add up to 10;

RESOLVED:

That the Arts Undergraduate and Graduate Studies Committees discuss student monitoring at their next meetings and share areas of good practice at the next Faculty board meeting in June.

22/11-12      Arts Undergraduate Studies Committee

RECEIVED:

The minutes of the meeting of the Undergraduate Studies Committee of the Faculty held on 1 February 2011 (BFA.9/11-12).

23/11-12      Arts Graduate Studies Committee

RECEIVED:

The minutes of the meeting of the Graduate Studies Committee of the Faculty held on 31 January 2012 (BFA.10/11-12).

24/11-12      Arts Faculty Research Committee

RECEIVED:

The minutes of the meeting of the Arts Faculty Research Committee held on 30 November 2011 (BFA.11/11-12).

REPORTED: (by the Chair)

That AFRC minutes would be received at future Faculty Board meetings.

25/11-12      Chair's Business

REPORTED:

(a)      Institutional review of Teaching and Learning: Faculty Engagements

- (i)      That, following confirmation by the Steering Committee, the Arts Faculty Engagement would take place on 16 March 2012;
- (ii)      That Moray McGowan (Trinity College Dublin) and Hilary Fraser (Birkbeck) would be the external panel members;
- (iii)      That departmental and thematic summaries would be considered by the panel;
- (iv)      That the Engagement would be informal and would take the form of a round table discussion.

(b)      Awards made to Faculty members

That the following members of the Faculty be congratulated for making successful grant/Fellowship applications in the period since the last Faculty Board meeting:

Pablo Mukherjee (English) AHRC Fellowship  
Elizabeth Barry (English) AHRC Development Award  
Emma Campbell (French) AHRC Fellowship  
John King (History) Leverhulme Major Research Fellowship  
Chris Bilton (Theatre) NESTA Award  
David Lines (Italian) Marie Curie Intra-European Fellowship  
Simon Gilson (Italian) AHRC Research Grant

(c) Warwick-Queen Mary collaborative postdoctoral awards

That a Strategic Alliance between Warwick and Queen Mary would be announced on 13 March 2012, and as a result, four joint Postdoctoral Research Fellowships (of 3 years duration) would be created, two of which would be for research in projects led by Arts.

(d) Careers provision

- (i) That from 20 February 2012, Careers and Skills would have a specialist Placements Team, headed by Emma Nugent (Placements Learning Manager), which will have one team member dedicated to helping students in the Arts Faculty find placements;
- (ii) The team would work with both undergraduate and postgraduate students.

(e) Warwick-Monash collaboration

That Warwick's collaboration with Monash University in Melbourne had gathered pace in recent months, and would result in a number of joint appointments, joint PhD programmes and student and staff mobility in the coming year (S.18/11/12).

(f) Global Priorities Programme (GPP) (BFA.12/11-12)

- (i) That two of the nine GPPs were being led by academics in the Arts Faculty;
- (ii) That Loredana Polezzi (Italian) was leading one programme on Connecting Cultures, which had already hosted thematic workshops, a doctoral school run jointly with Monash University (December 2011) and an Ideas Cafe (6 February 2012);
- (iii) That Mark Knights (History) was leading another programme on Digital Change, which would start hosting collaborative research events in the Spring/Summer.

26/11-12 Student Representatives' Issues

REPORTED:

- (a) That Emily Scurrah, an English student, had been elected by the Students' Union to serve as undergraduate student representative on the Board of the Faculty of Arts for the 2011/12 academic year.
- (b) That undergraduate and postgraduate representatives identified the following areas for discussion:
  - (i) Seminar and tutorial space in the Humanities Building was not satisfactory, with some groups being taught with students seated on the floor, thus preventing participation;
  - (ii) Personal tutoring for students on joint degrees varied across the Faculty, with some joint honours students having two personal tutors (one in each department) and some only having one.

RESOLVED:

That Cathia Jenainati would discuss the issues raised with the student representatives and ensure that their academic points were raised through SSLCs and AQSC.

27/11-12      Research Committee

CONSIDERED:

- (a) A proposal from the Research Committee Sub-Group that the following Research Centres be dis-established:
  - (i) Centre for Research in East Roman Studies
  - (ii) Centre for the History of Innovation and Creativity
- (b) A proposal from the Research Committee Sub-Group that the Humanities Research Centre be removed from the list of Research Centres because the HRC was originally established not to undertake research itself, but to allocate funds and support research in the Faculty of Arts with a view to developing strategic thinking on research in the Arts at Warwick, promote research activities within the Faculty and raise the public profile of Arts research at Warwick and, therefore, it would not be classed in any of the categories of Research Centres set out in the Guidelines.

RESOLVED:

That the Board was supportive of dis-establishing the Centre for research in East Roman Studies and the Centre for the History of Innovation and Creativity and removing the humanities Research Centre from the list of Research Centres.

28/11-12      Items for Discussion at Senate

RESOLVED:

That the following items be reported at the next meeting of the Senate:

29/11-12      Any other business

REPORTED: (Dr Chris Bilton)

That two expressions of interest for WCPRS awards had been received and that the deadline was the end of April 2012.

30/11-12      Undergraduate Course Amendments

REPORTED:

That, at its meeting on 1 February 2012, AUSC approved the following course amendments:

- (a) Department of English and Comparative Literary Studies
  - (i) A proposal for an intercalated year option for the BA English Literature and Creative Writing degree (AUSC.07/11-12).
  - (ii) A proposal for an intercalated year option for the BA English and Theatre degree (AUSC.08/11-12).

(b) BA Philosophy and Literature

That, at its meeting on 1 February 2012, AUSC approved a proposal for the re-structure of the BA Philosophy and Literature degree, including a proposal and placement learning document for an intercalated year option on the revised degree (paper AUSC.09/11-12).

31/11-12 Graduate Course Amendments

REPORTED:

That, at its meeting on 31 January 2012, AGSC approved a proposal from the Department of English and Comparative Literary Studies for a new MA course, 'MA in World Literature' (AGSC.12a:d/11-12 referred)