

UNIVERSITY OF WARWICK

Minutes of the meeting of the Board of the Faculty of Arts 9 November 2011

Present: Professor Simon Swain (Chair), Professor Catherine Bates, Dr Chris Bilton, Miss Judith Blackwell, Dr Jenny Burns, Professor Rob Burns, Professor Kevin Butcher, Miss Natasha Clark, Professor Rebecca Earle, Professor Naomi Eilan, Dr Roger Fagge, Dr John Gilmore, Professor Michael Hatt, Professor Simon Gilson, Professor Nick Hewlett, Dr Nadine Holdsworth, Professor Tony Howard, Dr Cathia Jenainati, Dr Jim Jordan, Professor Mark Knights, Professor Jackie Labbe, Professor Maria Luddy, Professor Chris McConville, Professor Andrew Reeve, Dr Penny Roberts, Dr Claudia Stein, Mr Evan Stewart, Dr Tim White

In attendance: Dr Laura Meadows, Miss Carolyn Evans, Mr Robert Horton, Professor Christina Hughes (for agenda item 5), Dr Liese Perrin (for agenda item 7), Mr Andrew Higgins (for agenda item 8c)

Apologies: Dr Katherine Astbury, Dr Daniel Branch, Professor Ann Caesar, Dr Catherine Constable, Dr Ed Gallafant, Professor Sean Hand, Professor Jonathan Neelands, Dr Daniel Orrells, Dr Loredana Polezzi, Professor John Powell, Professor Paul Smith, Professor Nigel Thrift

1/11-12 Terms of Reference

REPORTED:

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.

2/11-12

Membership

REPORTED:

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

Chair	Professor Simon Swain
Deputy Chair	Professor Rebecca Earle
The Vice-Chancellor	Professor Nigel Thrift

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 Catherine Bates Professor Tony Howard Dr John Gilmore
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History	Professor Maria Luddy Professor Mark Knights Dr Claudia Stein Dr Penny Roberts
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French Studies (Head and two other permanent full-time members of academic staff)	Professor Nick Hewlett Dr Katherine Astbury Professor Seán Hand
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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	Professor Kevin Butcher (Terms 1 & 3) Dr Alison Cooley (Term 2) Dr Dan Orrells
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German Studies	Professor Rob Burns Dr Jim Jordan
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History of Art	Professor Michael Hatt Professor Paul Smith
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Italian	Dr Jennifer Burns Dr Lorendana Polezzi
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School of Theatre, Performance and Cultural Policy Studies	Dr Nadine Holdsworth Dr Tim White
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Film and Television Studies	Dr Catherine Constable
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	Dr Ed Gallafant
Yesu Persaud Centre for Caribbean Studies (Director)	Dr John Gilmore
School of Comparative American Studies (Director)	Dr Roger Fagge
Undergraduate Studies Committee of the Board of the Faculty of Arts (Chair 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 Simon Gilson Dr Cathia Jenainati Dr Ed Gallafant Dr Jim Jordan Mr Evan Stewart Dr Tim White
Graduate Studies Committee of the Board of the Faculty of Arts (Chair three other permanent full-time members of academic staff elected by and from the Graduate Studies Committee)	Dr Chris Bilton Professor Rebecca Earle Professor Naomi Eilan
Language Centre	Mr Evan Stewart
Philosophy	Professor Naomi Eilan
Board of the Faculty of Science	Professor Chris McConville
Board of the Faculty of Social Science	Professor Andrew Reeve
Board of the Faculty of Medicine	Professor John Powell
Institute of Education	Professor Jonothan Neelands
Up to three co-opted members	Professor Ann Caesar Professor Jackie Labbe Dr Daniel Branch
Undergraduate student member	Miss Natasha Clark
Postgraduate student member	Miss Judith Blackwell

3/11-12

Minutes

RESOLVED:

That the minutes of the meeting of the Board held on 1 June 2011 be approved, noting Dr Alison Cooley, Deputy Head of Department for Classics and Ancient History, would replace Professor Kevin Butcher during Term 2.

Matters Arising on the Minutes

- (a) Representation of the Faculty on the Senate (minute 33(d)/10-11 refers)

REPORTED:

- I. That, during the summer vacation, two vacancies had arisen for members of the Board of the Faculty of Arts to represent the Board on the Senate for the period from 1 August 2011 to 31 July 2014 following the stepping down of Professor Jon Burrows and the promotion of Professor Simon Swain;
- II. That, in accordance with University regulations, Professor Simon Gilson and Professor Nick Hewlett had been elected by the Board to these positions by correspondence in September 2011.

- b) Warwick Collaborative Postgraduate Research Scholarships (WCPRS) (minutes BFA.7(a)/10-11 and 20/10-11 refer)

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

- (i) That, in order to spread WCPRS awards across all Faculties, 2 awards would be allocated to each Faculty in 2012/13;
- (ii) The Chair encouraged members to approach potential private partners to provide funding, noting that the minimum amount required would be in the region of £27,500.

- c) Bid for new Humanities building (minute 34(c)/10-11 refers)

REPORTED: (by the Chair)

That a sub-group of CPARG had been formed to look specifically at a new building for the Humanities and the Chair encouraged members of the Board to join the sub-group if approached.

- d) Development of an Hispanic Studies unit (minutes 32/09-10 and 35/10-11 refer)

CONSIDERED:

A paper from the Chair of Faculty seeking approval for the creation of Hispanic Studies and a Sub-faculty of Modern Languages (Paper BFA.1/11-12).

REPORTED: (by the Chair)

- (i) That the appointment of a Head of the Sub-Faculty would commence before the end of term and would likely follow a similar process to the Chair of Faculty appointments;

- (ii) That the reporting line for the Head of the Sub-Faculty would be a subject for further discussion;
- (iii) That all Heads of Language Departments/units would sit on the Sub-Faculty management Board, including the Director of the Language Centre;
- (iv) That a search committee had been convened for a Professor of Hispanic Studies, with an appointment to be made in Term 2;
- (v) That two junior appointments would be made subsequent to this, and would be in post by October 2012.

RESOLVED:

That the Board of the Faculty of Arts fully supported the creation of Hispanic Studies and a Sub-Faculty of Modern Languages.

5/11-12

School of Health and Social Studies

CONSIDERED:

A paper from the Deputy-Vice Chancellor and the Pro-Vice Chancellor (Research: Arts and Social Sciences) together with a briefing document from the Deputy Vice-Chancellor and the Chair of the Board of the Faculty of Social Sciences regarding future directions for the School of Health and Social Sciences (Paper BFA.2/11-12).

REPORTED (by the Chair of the Faculty of Social Science):

- (a) That the review process was seen positively by the School and its staff, particularly in light of the changing research emphasis of the School, and current discussions regarding submission strategies for the upcoming REF;
- (b) That a consultation regarding the potential future directions of the School would be undertaken shortly to canvas opinion within the School (alongside the current review within the wider Faculty and University) to assess in further detail the strengths and weakness within the School and to consider implications of fit within the Faculty;
- (c) That the link with the Warwick Medical School was already evident in the teaching curricula of the School;
- (d) That SHSS currently was seen to have three main strands of activity, and therefore the Faculty should be aware that one potential outcome of wider consultation of the future of SHSS could be to divide the School up into its 'component' parts subsumed by relevant departments in the Faculty;

RESOLVED:

That the Board record its support for the consultation regarding the future of SHSS.

6/11-12 Changes to Senior Management

RECEIVED:

An oral report from the Chair of Faculty on the changes to the senior management team, noting that:

- a) Professor Koen Lamberts would Chair Academic Resourcing Committee;
- b) Professor Tim Jones would be covering the Pro Vice-Chancellor research portfolio for Science and Medicine;
- c) Professor Stuart Croft had been appointed as Pro Vice-Chancellor (Arts and Social Sciences);
- d) Jon Baldwin would be leaving the University at Christmas and a new Registrar would be appointed in December.

7/11-12 Research funding issues for the Faculty of Arts

RECEIVED:

A report, together with an oral update, on research funding issues in the Arts and Humanities for 2011/12 (Paper BFA.3/11-12).

REPORTED: (by the Arts Faculty Research Development Manager)

- a) That, despite less research being available for the Arts and Social Sciences, Warwick researchers attracted larger amounts of funding than the national average;
- (b) That the Global Priorities Programme had been developed to align closely with research council thematic areas of focus, so that research clusters could act quickly when a call for funding was released;
- (c) That research funding would become even more competitive, so the University response would reflect this more systematic and targeted approach.

8/11-12 Chair's Business

RECEIVED:

- (a) An oral report from the Chair on future items for future Faculty lunches, including suggestions that the Director of the IAS and the new Pro Vice-Chancellor for Research (Arts and Social Sciences) be invited to present at the next meeting;
- (b) An oral update from the Chair on the Institutional Review of Teaching and Learning, which would take place the following week, noting that Faculty Engagements would take place in Term 2.

CONSIDERED:

- (a) A paper, together with an oral report, from the Director of Student Admissions and Recruitment outlining Faculty Undergraduate offer levels for 2012, noting the following key points in the discussion:

- (i) Undergraduate applicant numbers had dropped by roughly 10% across the board when compared with last year and all Russell Group universities had reported a volatile picture;
- (ii) That the drop in applications had not caused a decline in quality and that the overall standard was still very high;
- (iii) Administrative Officers based in SARO were working closely with departments who had seen a significant drop in numbers;
- (iv) That Open Day 'conversion' activities would be key this year.

9/11-12 Arts Undergraduate Studies Committee

RECEIVED:

The minutes of the meeting of the Undergraduate Studies Committee of the Faculty held on 19 October 2011 (Paper BFA 4/11-12).

CONSIDERED:

- (a) A paper and oral update from the Chair of the Committee (BFA.5/11-12) summarising Departmental implementation of the 17-point marking scale in cases of late submission of assessed work and multiple question exam papers (minutes AUSC.26/10-11 and 6/11-12 refer), noting that one anomaly had been referred to Teaching Quality for resolution;
- (b) An oral report from the Chair of the Committee on condoning practices across the Faculty with particular regard to joint degrees with another Faculty, noting that the issue would be referred to the Board of Undergraduate Studies for resolution next term.

10/11-12 Arts Graduate Studies Committee

RECEIVED:

The minutes of the meeting of the Graduate Studies Committee of the Faculty held on 25 October 2011 (Paper BFA.6/11-12).

11/11-12 Graduate Provision

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

- (a) An oral progress report on graduate provision within Coventry House, noting that the space would be officially open at the end of January 2012 by the Vice-Chancellor following a naming competition;
- (b) An oral update on the AHRC Block Grant partnership 'expression of interest', a collaborative bid which would be submitted between Warwick, Queen Mary, Birkbeck, SOAS and the Institute of Education.

12/11-12 Student Representatives' Issues

REPORTED:

- (a) That Natasha Clark, a History 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 Judith Blackwell, a Classics student, had been elected by the Students' Union to serve as postgraduate student representative on the Board of the faculty of Arts for the 2011/12 academic year.

13/11-12 Items for Discussion at Senate

RESOLVED:

That the following items be included to report at the next meeting of the Senate:

- (a) Representation of the Faculty on the Senate;
- (b) Progress with the establishment of Hispanic Studies.

Part two: items to report without discussion

14/11-12 Course proposals

REPORTED:

BA in English Literature

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 English and Comparative Literary Studies to approve a proposal from the Department of English and Comparative Literary Studies for their BA to include the following module: Modern and Contemporary Irish and Scottish Literature (Minute AUSC.10/10-11 refers);

15/11-12 Module Amendments

REPORTED:

(a) Department of Classics and Ancient History

That the Module Approval Committee had approved a proposal from the Department of Classics and Ancient History to amend the assessment methods for the module CX101 'Latin Language and Literature', and that the Departmental form is available for Committee members to view in the AUSC file store area.

(b) Department of English and Comparative Literary Studies

That the Department's Curriculum Committee had approved a proposal to amend the coverage and assessment pattern for the module EN123 Literature in the Modern World, and that the Departmental form is available for Committee members to view in the AUSC file store area.

(c) Language Centre

That the Module Approval Committee had approved a proposal from the Language Centre, for introduction in October 2011, to amend the module delivery for the following modules, and that the Departmental form is available for Committee members to view in the AUSC file store area:

- i. French 6
- ii. Spanish 6

16/11-12 Freedom of information

REPORTED:

- (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/>

17/11-12 Dates of 2011-12 Committee Meetings

REPORTED:

That the remaining dates and venues for the Board's meetings for the academic year 2011-12 are as follows:

Wednesday 8 February 2012, 2.30pm, Ramphal 03.04
Tuesday 22 May 2012, 10.00am, Council Chamber