

UNIVERSITY OF WARWICK

Minutes of the meeting of the Board of the Faculty of Arts 10 November 2010

- Present: Professor Catherine Bates, Dr Chris Bilton, Professor Stella Bruzzi (Chair), Dr Jenny Burns, Professor Rob Burns, Dr Jon Burrows, Professor Kevin Butcher, Professor Ann Caesar, Dr Louise Campbell, Professor Jim Davis, Professor Naomi Eilan, Professor Simon Gilson, Professor Nick Hewlett, Professor Steve Hindle, Dr Nadine Holdsworth, Mr Michael Hulse, Dr Stanley Ireland, Dr Jim Jordan, Professor Mark Knights, Dr Tim Lockley, Dr Christoph Mick, Professor Karen O'Brien, Ms Stephanie Poole, Professor Andrew Reeve, Mr Evan Stewart, Professor Simon Swain, Dr Tim White
- In attendance: Jon Baldwin (item 8, 10-11), Laura du Plessis (Secretary), Dr Mike Glover (items 4(b)/10-11 and 5/10-11), Dr Liese Perrin (item 6/10/11), Professor Mark Smith (item 8/10-11)
- Apologies: Professor Peter Abrahams, Dr Kate Astbury, Professor Trevor Burnard, Dr Catherine Constable, Dr Rebecca Earle, Dr John Gilmore, Professor Sean Hand, Professor Tony Howard, Dr Cathia Jenainati, Professor Jonothan Neelands, Dr Loredana Polezzi, Professor Paul Smith, Professor Colin Sparrow, Professor Jeremy Treglown

AGENDA

1/10-11 Terms of Reference

REPORTED:

That paragraph (4) of Statute 17 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.

RESOLVED:

That the 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) be approved:

- (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)

2/10-11

Membership

REPORTED:

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

Chair
Deputy Chair

Professor S Bruzzi
Professor K O'Brien

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| <p>The Vice-Chancellor</p> <p>The Head and three other permanent full time members of academic staff elected by and from each of the Departments of:</p> <p>English and Comparative Literary Studies</p> | <p>Professor N Thrift</p> |
| | <p>Professor C. Bates</p> <p>Dr J. Gilmore</p> <p>Professor T. Howard</p> <p>Mr M. Hulse</p> |
| <p>History</p> | <p>Professor S. Hindle</p> <p>Dr R. Earle</p> <p>Professor M. Knights</p> <p>Dr C. Mick</p> |
| <p>The Head and two other permanent full-time members of academic staff elected by and from the Department of French Studies</p> <p>The Head and one other permanent full-time member of academic staff elected by and from each of the Departments of:</p> <p>Classics and Ancient History</p> | <p>Professor S. Hand</p> <p>Dr K. Astbury</p> <p>Professor N. Hewlett</p> |
| <p>German Studies</p> | <p>Professor S Swain</p> <p>Dr S Ireland</p> <p>Professor R. Burns</p> <p>Dr J. Jordan</p> |
| <p>History of Art</p> | <p>Dr L. Campbell (T1)</p> <p>Professor M. Hatt (T2 & 3)</p> <p>Professor P. Smith</p> |
| <p>Italian</p> | <p>Dr J. Burns</p> <p>Dr L. Polezzi</p> <p>Dr N. Holdsworth</p> <p>Dr T. White (T1 & 3)</p> <p>Dr Y. Hutchison (T2)</p> |
| <p>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</p> | |
| <p>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</p> | <p>Dr J. Burrows</p> <p>Dr C. Constable</p> |
| <p>The Director of the Yesu Persaud Centre for Caribbean Studies</p> | <p>Professor T. Burnard</p> |
| <p>The Director of the School of Comparative American Studies</p> | <p>Dr T. Lockley</p> |
| <p>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</p> | <p>Professor S. Gilson</p> <p>Dr C. Jenainati</p> <p>Dr S Ireland</p> <p>Mr E Stewart</p> <p>Dr T White</p> |
| <p>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</p> | <p>Dr C. Bilton</p> <p>Professor K Butcher</p> <p>Dr R Earle</p> <p>Dr K Astbury</p> |

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| 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. Davis |
| One undergraduate student member | Ms S Poole |
| One postgraduate student member | TBC |

3/10-11

Minutes

RESOLVED:

That the minutes of the meeting of the Board held on 2 June 2010 be approved.

4/10-11

Matters Arising on the Minutes

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

REPORTED:

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)

REPORTED:

- (i) 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):

- (A) 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.
- (B) That the recommendations focused on three main themes:
- (1) 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.
 - (2) 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.
 - (3) The need for greater delegation to departments to be accompanied by appropriate responsibility and rules and systems for risk management.
- (C) That the successful implementation of these recommendations would rely on the positive engagement of the whole University community.

(By Professor T Docherty)

- (D) 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)

- (E) 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)

- (F) 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.

- (G) That measures were already in place to take forward a number of these actions, particularly in relation to the Academic Resourcing Committee (ARC) and strengthening the University's interdisciplinary approach.

The Senate resolved the following:

- (H) That the recommendations set out in the report from the Harris Report Implementation Group be approved;
- (I) 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;
- (J) 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.
- (K) 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.

(ii) In general discussion at the Board:

- (A) That the level of delegation of resource decisions from ARC would be predicated on the financial/risk status of each individual department;
- (B) That ARC's decision-making framework, categorisation of departments and process for movement between categories would to be discussed with Heads of Department at a meeting on 25 November 2010
- (C) That Heads of Department would be expected to formulate bids to ARC in conjunction with the Faculty Chair in order to reduce the transaction time in ARC decision-making.

RECEIVED:

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

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

RECEIVED:

An oral report from the Pro Vice-Chancellor (Education and Student Experience) on the launch of IATL in October 2010 noting the following key points:

- (i) That the IATL represents a powerful and proactive internal and external signal of the University's commitment to excellence in teaching and the student experience;
- (ii) That £450,000 funding for the Institute was allocated via the Central Service Charge, covering approximately £225,000 for staff costs and £200,000 to be

allocated competitively for departmental teaching-related projects - the first funding round for which closed on 11 November, the following in February 2011;

- (iii) That, amongst the various means of support and projects to be undertaken by IATL, the Institute was currently involved in projects on the student as researcher and feedback and assessment;
- (iv) That some of the work undertaken as part of the King's-Warwick project on teaching in research-intensive universities would be developed further within the IATL, including interdisciplinarity and academic literacy to support home and international students to engage effectively with University-level communication and techniques;
- (v) That the University would advertise in the New Year for a Director to be seconded from a department to the IATL for a period of three years and, in the meantime, Professor Carol Rutter and Dr Paul Taylor would continue to act as Co-Directors;
- (vi) That the Co-Directors were currently visiting departments to set out opportunities for engagement with the Institute.

(d) Research Centre Directors (minute 43/09-10 refers)

TO REPORT:

That, on behalf of the Board, the Chair had approved over the summer the following Research Centre Directorships:

Dr Penny Roberts (2011), Centre for the Study of the Renaissance
Dr Claudia Stein (2013), Centre for the History of Medicine

5/10-11 Introduction to new Academic Registrar

RECEIVED:

An oral report from the Academic Registrar, Dr Mike Glover, on his period in post since the beginning of October 2010, noting that key current issues for the Academic Registrar's Office were fees and funding, the implementation of the Harris Review recommendations, the student experience, feedback and employability, REF, the RAPG process and league tables.

6/10-11 Research funding issues for the Faculty of Arts

RECEIVED:

A report from the Arts Faculty Research Development Manager, Dr Liese Perrin, on research funding issues in the Arts and Humanities for 2010/11 (Paper BFA.1/10-11), noting the following key points in discussion:

- (a) That the full nature and spread of potential cuts to research council funding budgets was still to be determined;
- (b) That support from Research Support Services (RSS) would be adapted in order to support academic staff making research funding applications in a changed and/or more complex funding environment;
- (c) That, regardless of expected changes to funding requirements, it would not be appropriate or possible for all disciplines to pursue interdisciplinary research;
- (d) That studentships would be affected by reductions in funding;
- (e) That the Faculty had not yet optimised European funding opportunities so there remained open competition for such funding, but increased

applications for funding would require strategic decisions about the staggering and prioritising of applications.

7/10-11

Chair's Business

(a) Graduate Provision

REPORTED:

That the Chair of the Graduate School would attend the next meeting of the Board to discuss graduate provision, funding and skills training in the Faculty;

(b) Faculty Undergraduate offer levels

REPORTED:

That Heads of Department had been asked by the Chair of the Board to consider increasing undergraduate offer levels for 2011/12 in order to attract the highest quality applicants, noting that current offer levels sometimes led to applicants having to record Warwick as their insurance rather than first choice on UCAS forms due to higher offer levels from competitor institutions, and that the University remained committed to fair access and widening participation.

(c) The WISH list (paper BFA.2/10-11)

REPORTED:

That the WISH List collaboration between Bloomsbury Academic and the University of Warwick for interdisciplinary humanities research publications had been launched and that PhD students, postdoctoral researchers and junior academics should be encouraged to propose volumes to one of the editors (Jonathan Bate, Stella Bruzzi, Thomas Docherty, Margot Finn).

8/10-11

Initial potential implications for the funding of higher education following the publication of the Browne Review and the Comprehensive Spending Review

REPORTED (by the Deputy Vice-Chancellor and the Registrar):

- (a) That the Comprehensive Spending Review, the Browne Review report and the Government's response to this heralded a significant shift from predominantly public to private funding of the UK University sector;
- (b) That there continued to be significant uncertainty about how the Browne Review recommendations and impact of the CSR would progress through the parliamentary process over the coming weeks, including whether David Willetts' proposed £9k cap would be lowered, how universities would be expected to demonstrate commitment to widening participation and how student numbers would be controlled;
- (c) That, although higher tuition fees would only replace teaching funding previously allocated by the government, student expectations would rise;
- (d) That the University was relatively well-prepared for a period of financial uncertainty, generating a financial surplus of £9M at 2010

- year-end and forecasting credible, though not large, surpluses for the remainder of the five year plan;
- (e) That the refreshed University Strategy, the draft of which will be shared with the University community in November/December 2010, remained committed to the concept of a comprehensive University, but reflected changes to the University's operating environment and funding streams;
 - (f) That the University was undertaking modelling for new and differential fee levels from 2012 and would consult Faculties on proposals in the New Year;

(in the Board's general discussion):

- (g) That the debate on the future of UK universities appeared to be entirely fiscally-driven, with no University leaders or mission groups able to re-draw the debate effectively around the intellectual and cultural role of universities;
- (h) That selecting faculties such as Warwick may receive higher numbers of applications if changes to the University funding system led some institutions to de-prioritise arts/humanities courses;
- (h) That it would be increasingly important for the Faculty to make explicit publicly and to applicants the academic and cultural value and transferable skills to be gained from studies in the arts and humanities;
- (i) That it seemed likely that PGT and PGR numbers might contract due to off-putting levels of graduate debt and thus that the University should seek to ensure that postgraduate courses/studentships included relevant and transferable professional training such as, for example, undergraduate teaching, in order to remain an attractive choice for first degree graduates (noting that the provision of undergraduate teaching as part of studentship contracts rather than through the separate payment of individuals might be the most viable way financially for some departments to manage their teaching requirements);
- (j) That the contraction of public funding for both teaching and research would make the Faculty vulnerable and that the Faculty and the University should remain committed to protecting the diversity of the Faculty.

9/10-11 Arts Undergraduate Studies Committee

RECEIVED:

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

10/10-11 Arts Graduate Studies Committee

RECEIVED:

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

11/10-11 Representation from Faculty Boards on E-Learning Steering Group

REPORTED:

That Dr John Gilmore, as Chair of the Faculty IT Committee, would be asked to make 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.

12/10-11 Support for language degree students taking intercalated year abroad

REPORTED:

That, due to budgetary cuts, the British Council may not be able to continue to administer teaching assistantships for students undertaking intercalated years overseas as part of their degree courses and that Professor Sean Hand, Head of the Department of French Studies, had written to Michael Gove MP to set out concerns around this, particularly for current students trying to make arrangements for 2011/12, noting that the Academic Registrar had been notified of concerns.

13/10-11 Course proposals

REPORTED:

(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 AUSE.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 AUSE 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 AUSE.04/10-11), for introduction in October 2011 subject to clarification of the nature of the external advice obtained.

14/10-11 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/>
- (c) That copies of paper SC 60/07-08 are available from the Secretary (of the Steering Committee) on request.

15/10-11 Dates of 2010-11 Committee Meetings

REPORTED:

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