

## UNIVERSITY OF WARWICK

### Minutes of the meeting of the Board of the Faculty of Arts 9 February 2011

Present: Professor Catherine Bates, Professor Stella Bruzzi (Chair), Professor Rob Burns, Professor Kevin Butcher, Dr Louise Campbell, Professor Jim Davis, Dr Rebecca Earle, Professor Naomi Eilan, Dr John Gilmore, Professor Sean Hand, Professor Nick Hewlett, Professor Steve Hindle, Dr Nadine Holdsworth, Professor Tony Howard, Dr Stanley Ireland, Dr Cathia Jenainati, Dr Jim Jordan, Professor Mark Knights, Dr Tim Lockley, Dr Christoph Mick, Professor Karen O'Brien, Ms Stephanie Poole, Professor Andrew Reeve, Professor Simon Swain, Professor Jeremy Treglown

In attendance: Laura du Plessis (Secretary), Tim Farr (for item 18(c)/10-11), Dr Mike Glover (item 18(b)/ 10-11), Lynsey Hopkins (for item 18(d)/10/11), Robert Horton (Secretary), James Kennedy (for item 18(d)/10-11), Professor Jackie Labbe

Apologies: Professor Peter Abrahams, Dr Kate Astbury, Dr Chris Bilton, Dr Jenny Burns, Dr Jon Burrows, Professor Ann Caesar, Dr Catherine Constable, Professor Simon Gilson, Professor Michael Hatt, Dr Yvette Hutchison, Mr Michael Hulse, Dr James Jordan, Ms Y Kay, Professor Jonothan Neelands, Dr Loredana Polezzi, Professor Paul Smith, Professor Colin Sparrow, Mr Evan Stewart

16/10-11 Minutes

RESOLVED:

That the minutes of the meeting of the Board held on 10 November 2010 be approved.

17/10-11 Membership

REPORTED:

- (a) That the Deputy Chair of the Board, Professor Karen O'Brien, would be leaving the University in March 2011 and therefore had stood down from her position on the Board, and that she be thanked for her contribution to the Faculty;
- (b) That Professor Steve Hindle, Head of the Department of History, would be leaving the University in July 2011 and that he be thanked for his contribution to the Faculty, and that Professor Mark Knights would act as interim Head of Department from 1 July 2011 until 1 September 2011.

RESOLVED:

That Dr Tim Lockley would be Deputy Chair for the remainder of 2010/11 and that this be reported to the Senate at its meeting in March 2011.

18/10-11 Harris report implementation (minute 4(b)/10-11 refers)

- (a) Revised operation of ARC decision-making

REPORTED:

That all departments within the Faculty had been classified for inclusion in the "operational delegation" category of the ARC framework for financial

delegation, and thus were permitted to replace departing staff at Assistant Professor level or below (including support staff) without requiring approval for individual posts from ARC, and that amendments to the ARC decision-making process involving departmental/Faculty Chair consideration of items in advance of ARC had resulted so far in reduced transaction time and more informed decision-making at the Committee;

(b) Revised module approval processes

REPORTED:

That departments had positive experience to date of revised module approval processes and that, as noted in the minutes of the meeting of AUSC held on 3 February 2011, departments should share decision-making processes and module proposal information where appropriate to ensure good practice across the Faculty.

(c) Proposed revised role description and process for the appointment of Faculty Chairs (paper BFA.5/10-11)

RESOLVED:

That the following key points made in discussion be noted:

- (i) That the job description set out accurately responsibilities as undertaken currently by the Chair of the Faculty Board;
- (ii) That there should be clarification of the requirement for nominated individuals to be professorial and that further consideration should be given to the extent of required leadership/management experience given the increase in strategic responsibility of the revised role, noting that a number of non-professorial staff already held Head of Department positions effectively within the Faculty;
- (iii) That, given the increase in strategic responsibility and change in operating context, it appeared to be unrealistic for the role to continue as 0.5FTE and that one possible way to address this might be to release the Chair from departmental responsibilities during their term of office, noting that the removal of these responsibilities may have a negative impact on workload allocation in smaller departments and that continuation of such responsibilities did enable individuals to retain operational involvement in the Faculty;
- (iv) That lack of clarity on eligibility and proportion of time allocated to the role may affect the range and quality of nominations and expressions of interest received;
- (v) That the most appropriate nomenclature for the revised role would be "Head of Faculty";
- (vi) That fluctuation between the use of the second and third person in the document should be corrected.

19/10-11 Revised undergraduate tuition fees and financial support (paper SC.259/10-11)

RESOLVED:

That the following key points made in discussion be noted:

- (a) That the University would be required to charge fees of at least £7,500 in order to replace income lost from the HEFCE teaching grant and capital funding and that, of any revenue from fees charged above £6000, 20% would be required by OFFA to be allocated to widening participation

- purposes, meaning that the University would be unlikely to see any significant increase in income after 2012;
- (b) That fee levels should reflect the high quality of education and experience at Warwick;
  - (c) That the University should consider creatively the use of fee/experience packages to ensure fair and sustainable access levels across the University;
  - (d) That the value for money of the Warwick student experience should be demonstrated holistically, not atomically;
  - (e) That the University should continue to charge a reduced fee level for periods of study or work experience undertaken away from the University, balancing student perception of paying fees when not receiving Warwick tuition and the administrative costs of managing and supporting such programmes effectively, noting that fees for year abroad are charged at 50% currently;
  - (f) That the type of applicant information available from UCAS, and the range of the band within which offers could be made, would need to increase if universities were to be able to make targeted offers which significantly widened access to University;
  - (g) That departmental good practice in widening participation should be shared, and that widening participation targets should be benchmarked as appropriate to historical individual departmental admissions data, noting that it would be difficult to demonstrate direct correlation between access activities and any increase in or demographic changes to applications received/offers received;
  - (h) That student expectations were expected to increase significantly as a result of paying higher fees and the University should be attentive to areas in which it historically underperformed in, for example, the National Student Survey, but that the University should also seek to be distinctive and prioritise investment in aspects of the student experience considered to be unique to the Warwick offer;
  - (i) That the University should balance appropriately the need to address and invest in relatively low-cost, easily improved aspects of the student experience and more significant issues such as transport and travel and quality of teaching buildings and facilities;
  - (j) That it would be important for the Faculty, with the support of the University, to be able to project more effectively a distinctive narrative of the value of the arts disciplines at Warwick;
  - (k) That departments should continue discussions at a local level to capture a full and diverse range of views on the key strengths (and weaknesses) of the Warwick offer.

20/10-11 Graduate provision (minute BFA.7(a)/10-11 refers)

REPORTED (by the Chair of the Graduate School):

That the Faculty of Arts is currently under-represented in the submission of applications to the Warwick Collaborative Postgraduate Research Scholarship (WCPRS) award scheme (paper BFA.7/10-11) and that the Development and Alumni Relations Office (DARO) would support Faculty members in their proactive use of external organisation and donor contacts who may be willing to sponsor and fund academic projects through this scheme, noting that the University retains full control of the research topic proposed for funding and that the scheme might be utilised for PhD candidates who narrowly miss other major funding opportunities.

21/10-11 Undergraduate offer levels (minute BFA.7(b)/10-11 refers)

REPORTED (by the International Office Director and Assistant Registrar (Undergraduate Admissions):

That where departments within the Faculty had increased offer levels for 2011 entry, there was some evidence that this had impacted positively the quality of applicants and reduced the number of applications from applicants identifying Warwick as an 'insurance' choice, but that the University was cautious of assuming cause and effect in changes in recruitment given the range of current changes in the broader higher education context and did not recommend further changes at this point.

22/10-11 Yesu Persaud Centre for Caribbean Studies

RESOLVED:

That proposed amendments to the constitution of the Yesu Persaud Centre for Caribbean Studies until the end of 2011/12 and the appointment of Professor John Gilmore as Director of the Centre until the end of 2011/12 as set out in paper BFA.9/10-11 be approved and recommended for approval to the Senate.

23/10-11 Arts Undergraduate Studies Committee

RECEIVED:

The minutes of the meeting of the Undergraduate Studies Committee of the Faculty held on 2 February 2011 (Paper BFA.10/10-11), noting that the Committee had identified inconsistent application across the Faculty of the required ratio of examination/assessed work for undergraduate students and would seek clarification from Teaching Quality on this matter.

24/10-11 Arts Graduate Studies Committee

RECEIVED:

The minutes of the meeting of the Graduate Studies Committee of the Faculty held on 1 February 2011 (Paper BFA.11/10-11).

25/10-11 Vision 2015

REPORTED:

That activities continued to re-fresh the University Strategy, incorporating individual and departmental comments submitted on the draft Strategy in December 2010, and that the final version would be considered by the Council at its next meeting.

26/10-11 Strategic Investment Fund (paper BFA.12/10-11)

REPORTED:

That a number of departments within the Faculty had already made applications to the Fund and a number were planned for submission.

27/10-11 Leverhulme awards made to Faculty members

REPORTED:

That Professor Stella Bruzzi (Film), Dr Ingrid de Smet (French Studies), Professor Steve Hindle (History) and Professor Stephen Houlgate (Philosophy) had been awarded Major Research Fellowships by the Leverhulme Trust for research projects commencing October 2010, noting that Professor Hindle's departure from the University in July (minute 17(b)/10-11) would preclude him from being able to take up the award.

28/10-11      Student Representatives

REPORTED:

That Yvonne Kay, a History student, had been elected by the Students' Union to serve as postgraduate student representative on the Board of the Faculty of Arts for the 2010/11 academic year.

29/10-11      Information Technology

(a)      IT Services Strategy

RECEIVED:

A paper on considered at IPSC and recommended for consideration at Faculty Boards and at Faculty IT Committees (paper IPSC.5/10-11).

(b)      Faculty IT Committee

REPORTED:

That Professor Stephen Shapiro, English and Comparative Literary Studies, had been nominated by the Chair acting on behalf of the Board to act as Chair of the Faculty IT Committee for the remainder of the 2010/11 academic year and, in this capacity, would contact heads of departments for nominations for representatives to join the Committee and would represent the Faculty on the Information Policy and Strategy Committee (IPSC).

30/10-11      Porter services in Humanities Building

REPORTED:

That a number of members of the Faculty based in the Humanities Building were significantly dismayed by changes proposed to porter service arrangements at the University and would send a petition to the Estates Office and Deputy Registrar's Office to note concern and ask for arrangements to be clarified and re-considered.