

UNIVERSITY OF WARWICK

Board of the Faculty of Arts

Minutes of the meeting of the Board of the Faculty of Arts held on 25 May 2005.

- Present: Professor A Caesar (Chair) Ms C Adjei, Dr J Ahearne, Dr C Bates, Professor R Burns, Dr E Carter, Dr E Clarke, Professor J Davis, Professor T Docherty, Dr E C Gallafent, Professor G J Heuman, Dr C Klonk, Dr M Kooy, Dr P Kuhiwczak, Dr L Long, Dr P Major, Dr H Marland, Professor A McFarlane, Professor L M Paterson, Dr L Polezzi, Dr R Powell, Professor C Read, Dr P W Roberts, Dr H Schmitz, Dr J G Shields, Professor P Smith, Mr M M Warner, Dr CAR Whitehead.
- Apologies: Dr GA Cousin, Dr JN Davidson, Professor R Dyer, Dr S Gilson, Professor N Lazarus, Dr M Luddy, Mr M Morley, Dr J Neelands, Professor G Nudd, Professor A Reeve, Ms K Smith, Professor SCR Swain.
- In Attendance: Dr G Carden, Miss V Cutler.

MINUTES

30/04-05 Minutes

RESOLVED:

That the minutes of the meeting of the Board held on 9th February 2004 be approved.

31/04-05 Matters Arising on the Minutes

a) Warwick in Asia

RECEIVED:

An oral report from the Chair on the feasibility study into establishing a campus of the University in Singapore.

REPORTED:

That the Chair of the Faculty Board proposed to call an extraordinary meeting of the Board later in the summer vacation to consider the final report on the feasibility study into establishing a campus of the University in Singapore.

b) AQSC Working Group on Assessment Conventions

CONSIDERED:

Comment and feedback from departments in the Faculty on the Academic and Quality Standards Committee's review of the University's final year undergraduate assessment conventions (Paper BFA.17/04-05).

c) Review of the Quality Assurance Framework

CONSIDERED:

An oral report from the Chair on feedback received from departments in the Faculty on the review of the University's Quality Assurance Framework (BFA.18/04-05).

RECOMMENDED:

- a) That the University merge the periodic and departmental review processes.
- b) That course and module proposal forms be reviewed with a view to improving the format and ordering of the information fields.
- c) That instructions be produced for Faculty sub-committees which give clear guidance on their responsibilities for the approval of amendments to modules or course or new course and modules proposals.

32/04-05

Chair's Business

a) Faculty Accommodation

RECEIVED:

An oral report from the Chair on Faculty accommodation matters.

REPORTED:

That the University had made an offer for the purchase of Millburn House, a 4,600 sq.m property located on the Science Park.

b) Faculty Advisory Board

RECEIVED:

An oral report from the Chair on discussions held at the recent meeting of the Faculty Advisory Board (Paper BFA.19/04-05).

RESOLVED:

That departments in the Faculty be invited to make suggestions for individuals to serve on the Advisory Board for 2005/06.

c) Faculty Office Staffing

REPORTED:

That Dr P Morales would shortly be leaving her post as Art's Faculty Secretary.

RESOLVED:

That Board wished to record its thanks to Dr Morales for her service to the Faculty.

33/04-05 Elections

CONSIDERED:

- a) Nominations to the Board of the Faculty of Arts and its sub-committees for the academic year 2005-2006 (Paper BFA.20/04-05).
- b) Elections to University committees (Paper BFA.21/04-05).

RESOLVED:

- a) That the nominations to the Board of the Faculty of Arts and its sub-committees for the academic year 2005-2006 set out in BFA.20/04-05 be approved.
- b) That elections to positions on University committees set out in BFA.21/04-05 be approved subject to the following amendments: Dr R Chan, to serve as the Board of the Faculty of Arts advisor for overseas students; Dr R Powell to replace Dr P Kuhlaczack as the Board of the Faculty of Arts representative on the Board of the Faculty of Social Studies; Dr H Denis to serve as the Board of the Faculty of Arts representative on the Collaborative, Flexible and Distributed Learning Sub-Committee.

34/04-05 Membership and Constitution of Research Centre Advisory Boards

CONSIDERED:

Changes to the membership of research centres (Paper BFA.22/04-05).

REPORTED:

That there were no requests to change the constitution of Research Centre Advisory Boards.

RESOLVED:

That the changes to the membership of research centres as set out in BFA.22/04-05 be approved.

35/04-05 Directors of Research Centres

CONSIDERED:

- a) The nomination of Professor O Bennett to continue as Director of the Centre for Cultural Policy Studies.
- b) The nomination of Professor J King to replace Professor R Dyer as Director of the Humanities Research Centre.

RESOLVED:

- a) The nomination of Professor O Bennett to continue as Director of the Centre for Cultural Policy Studies be approved.
- b) The nomination of Professor J King to replace Professor R Dyer as Director of the Humanities Research Centre be approved.

36/04-05 Faculty Research Awayday

RECEIVED:

A report from the Chair on the recent Faculty Research Awayday (Paper BFA.23/04-05).

RESOLVED:

- a) That the Board wished to record its thanks to Professor Jones and in particular Dr Liese Perrins and other staff in Research Support Services for their help in organising the Faculty Research Awayday.
- b) That the Faculty should consider the outcomes of the awayday, it being noted that issues that arose would be discussed in the Autumn Term 2005.

37/04-05 Report from the Undergraduate Studies Committee

RECEIVED:

The minutes of the meeting of the Undergraduate Studies Committee of the Faculty held on 4th May 2004 (Paper BFA.24/04-05).

38/04-05 Undergraduate Curriculum Review – Introductory Year for US Students

CONSIDERED:

That the Undergraduate Studies Committee of the Faculty of Arts considered a proposal from the Course Length Sub-Group of the Board of Undergraduate Studies for an Introductory Year course for US students (Paper AUSC25/04-05), BUGS16 (d)/04-05 refers and resolved that the proposal be referred to the Board of the Faculty of Arts for consideration, together with the following concerns and suggestions:

- a) That a member of the Faculty Board or a working party should be nominated to spearhead the proposals on behalf of the Faculty.
- b) That the Faculty board should consult departmental Chairs on this matter as the Undergraduate Studies Committee of the Board of the Faculty of Arts does not feel empowered to approve the proposal without their agreement, especially with regard for the proposal for students on the programme to be allocated a 'home department' (Paper AUSC25,5(i)/04-05 refers).
- c) That the nominated member of the Board or working party should suggest some clusters of modules for the introductory year which could be sent to Chairs of Department for approval.

- d) That concern was expressed over the possibility of exercising quality control under the proposals.
- e) That concern was expressed over responsibility for admissions under the proposals.
- f) That concern was expressed that departments could be forced to accept onto undergraduate courses students who had only passed three out of the four modules taken in the Introductory Year, and that the level of pass might be inadequate.
- g) That there appeared to be a tension between the idea of a generalist Introductory Year and the possibility that several modules in a later degree programme might have been already covered in the Introductory Year.
- h) That the Board of the Faculty of Arts should consider whether a tailor-made Arts Faculty Introductory Year might be preferable to offering a selection of undergraduate modules in the Introductory Year, in order to avoid later duplication in the degree programme.
- i) That it was unclear from the proposals whether departments would be rewarded for their participation in the Introductory Year programme under the OSIS (or any other) scheme.

RESOLVED:

That Chairs of Departments take the issues raised by the Undergraduate Studies Committee of the Board of the Faculty of Arts regarding the Introductory Year for US Students back to their departments and report back with their views to the Chair of the Faculty Board.

39/04-05 Report from the Graduate Studies Committee of the Faculty

RECEIVED:

The minutes of the meeting of the Graduate Studies Committee of the Faculty held on 11th May 2004 (Paper BFA.25/04-05).

40/04-05 Items for Discussion at Senate

REPORTED:

That there were no items that the Board wished to raise for discussion at the Senate.

41/04-05 Periodic Review of History

RESOLVED:

That Professor Docherty had agreed to serve as Chair of the panel for the periodic review of course in the Department of History.