

UNIVERSITY OF WARWICK

**Board of the Faculty of Arts**

There will be a meeting of the Board of the Faculty of Arts at 1.30pm on Wednesday 2 June 2010 in Ramphal 012.

J F Baldwin  
Registrar

**Notes**

**Questions on agendum items or apologies for this meeting should be sent to the Secretary to the Board, Laura du Plessis, on 23773 or [artsfacultyboard@warwick.ac.uk](mailto:artsfacultyboard@warwick.ac.uk)**

**The agenda is divided into two sections: items for consideration by the Committee, and items recommended for report without further discussion. All papers are available electronically from: <https://files.warwick.ac.uk/boardofarts/browse#>**

**AGENDA**

**Items for discussion**

1. Minutes

TO CONSIDER:

The minutes of the meeting of the Board held on 10 February 2010 (copy attached).

2. Matters Arising on the Minutes

(a) Translation Studies (minute BFA.20(a)/09-10 refers)

TO RECEIVE:

An oral report from the Chair on the development of discussions within the Faculty to ensure that the discipline of Translation Studies continues to have a viable and interdisciplinary future in the Faculty.

(b) Festival of Arts and Faculty of Arts Advisory Board (minutes BFA.21(d) and (e)/09-10 refer)

TO REPORT:

That, in light of the resignation of the Chair of the Faculty of Arts Advisory Board in February 2010, the Advisory Board would not meet for the remainder of the academic year whilst the University considered the most effective role for the Board for the future and, as a result, plans for the Festival of Arts had been put on hold until 2011.

(c) Harris report (minute BFA.20(b)/09-10 refers)

TO REPORT:

That, at its meeting on 17 March, the Senate considered (Minute 59/09-10 refers) the findings and recommendations of the Harris Report in the light of the feedback

from the initial consultations held since the last meeting of the Senate (S.19/09-10) and reported the following:

(by the Registrar)

- (i) That Model B (Strong Centre and Strong Departments) had emerged as the preferred option when the findings of the Harris Report had been considered at the recent Heads of Department Forum and the Steering Committee, acknowledging however that moderate change would be required to strengthen the role of Faculty Chair and in other areas in relation to academic resourcing.

(by Professor A Caesar)

- (ii) That the notion of reviewing the constitutional framework of the institution to ensure appropriateness in the context of external conditions should be supported and the implementation of the preferred model should be carried out to permit potential future revision.
- (iii) That consideration should be given to a change in nomenclature from 'Chair' of Faculty to 'Dean' to adequately reflect the responsibility and remit of the role, noting that the use of 'Dean' did not necessarily imply a budget-holding capacity.

(by Professor J Labbe)

- (iv) That a revision of the constitutions of the Boards of the Faculties to produce a more 'executive' body made up of Heads of Department would limit the engagement of other colleagues with university governance.
- (v) That the adoption of Model A (creation of a Faculty structure) would require an initial deconstruction of the University's structure at all levels to facilitate the creation of Faculty-based structures rather than the positive strengthening provided by Model B.

(by Professor T Jones)

- (vi) That Model A appeared to permit the University to respond strategically in a easier fashion than in Model B because the decision-making routes of Model B were unclear and would provide less contact time with management for departments.

(by Professor L Bridges)

- (vii) That consideration within the implementation of any constitutional change must be given as to how postgraduate issues were discussed at an institutional and strategic level.

The Senate resolved the following:

- (viii) That the 'Strong Centre – Strong Department' (Model B) should be supported in principle, with more detailed proposals and timescales being explored by the Implementation Group with a view to considering these at a meeting of the Senate in the summer term 2010.
- (ix) That the Senate broadly support the key recommendations and issues identified for further consideration within the Harris Report (as set out in

Annex A of S.19/09-10), as well as additional consideration of the issues around the management of joint degrees in the Strong Department model.

- (x) That the Senate confirmed that the areas of general consensus or note set out in section 3 of the Harris Report should be used to guide the work of the Implementation Group and others.

- (d) Personal Tutoring Guidelines (minute 26/09-10 refers)

TO RECEIVE:

An update from the Senior Tutor on the review of the implementation of personal tutoring guidelines and measures taken to achieve consistent operation of the personal tutoring system at Warwick (Paper BFA.12/09-10, attached).

3. Chair's Business

TO RECEIVE:

An oral report from the Chair on the following:

- (a) Review of the Strategic Departmental Review (SDR) process (minute BFA. 9(a)/09-10 refers);
- (b) Second year departmental exam boards;
- (c) Invigilation of exams.

4. Arts Undergraduate Studies Committee

TO RECEIVE:

The minutes of the meeting of the Undergraduate Studies Committee of the Faculty held on 12 May 2010 (Paper BFA.13/09-10, copy attached).

5. Arts Graduate Studies Committee

TO RECEIVE:

The minutes of the meeting of the Graduate Studies Committee of the Faculty held on 18 May 2010 (Paper BFA.14/09-10, copy attached).

6. Arts Faculty Research Committee

TO RECEIVE:

The minutes of the meeting of the Arts Faculty Research Committee held on 29 April 2010 (Paper BFA.15/09-10, copy attached).

7. Modern Languages Committee

TO RECEIVE:

The annual report from the Chair of the Faculty of Arts Modern Languages Committee (paper BFA.16/09-10, copy attached).

8. Student Representatives' Issues

TO RECEIVE:

Oral reports from the Faculty of Arts Undergraduate and Postgraduate Student Representatives.

9. Humanities Research Centre

TO CONSIDER:

A paper setting out proposed revisions to the constitution of the Humanities Research Centre (Paper BFA.17/09-10, copy attached).

10. Revised course and module approval processes

TO REPORT:

That, at its meeting on 20 May 2010, the Academic Quality and Standards Committee considered a report on departmental responses to the consultation on course and module approval processes (Paper AQSC.59/09-10).

TO CONSIDER:

A report on proposals for course and module approval processes to be adopted in 2010/11 (BFA.18/09-10, copy to follow).

11. Faculty of Arts annual course reports (minute BFA.7(f)09/10 refers)

TO REPORT:

- (a) That, at its meeting on 3 February 2010, the Arts Undergraduate Studies Committee considered a draft summary report of the Undergraduate Annual Course Review Reports submitted by Faculty departments for the academic year 2008-09 (Paper AUSC.9/09-10) and resolved that the report be approved, subject to minor amendment, noting in particular that faculty accommodation issues raised in the 2007-08 report (Paper AUSC 53/08-09) remain unsatisfactorily resolved and are continuing to be of concern in the current academic year;
- (b) That, at its meeting on 2 February 2010, the Arts Graduate Studies Committee considered a draft summary report of the Postgraduate Research Annual Course Review Reports submitted by Faculty departments for the academic year 2008/09 (Paper AGSC.19a/09-10) and noted that:
  - (i) The student statistics often vary between the Graduate School and departments because the Graduate School do not include students in extension or resubmission;
  - (ii) That the systems employed by Postgraduate Admissions are not working well and must improve;
  - (iii) That the reports highlight funding, space, noise in the Library, and Postgraduate Admissions as areas of concern;
  - (iv) That the reports highlight inter-department supervision as an area that is working well;
  - (v) That the new term 2 PG Open day is welcome but that its Week 6 timing in 2010 clashes with the Faculty Reading Week, and that the Chair would raise this with SARO.

- (c) That, at its meeting on 18 May 2010, the Arts Graduate Studies Committee considered a draft summary report of the Postgraduate Taught Annual Course Review Reports submitted by Faculty departments for the academic year 2008/09 (Paper AGSC.36a/09-10) and noted that the issue of resources raised by Film and Television Studies may be related to issues prior to the move to Millburn House.

TO RECEIVE:

Summary annual course reports for Faculty Undergraduate, Postgraduate Taught and Postgraduate Research courses in 2008/09 (Papers AUSC.9/09-10 (revised), AGSC.19a/09-10 and AGSC.36a/09-10, copies attached).

12. Staff-Student Liaison Committee annual reports

TO REPORT:

That, at its meeting on 4 February 2010, the Academic Quality and Standards Committee considered the Undergraduate and Postgraduate SSLC annual summary reports drafted by the Students' Union Education Officer on behalf of the SSLC coordinators and resolved that:

- (a) To function effectively, the personal tutoring system required adequate resource, noting that in some departments members of academic staff were allocated a larger number of personal tutees, which could have an impact on the availability of personal tutors;
- (b) That the Committee's views on the importance of resourcing the personal tutoring system by passed to the Constitutional Advisory Group and copied to the Senior Tutor;
- (c) The Education Officer provide the Chair with details of the outcomes of recent student focus groups on feedback on assessed work, for consideration by the 'Aston Group' looking at approaches to assessment feedback (minute 41(b)/09-10 refers);
- (d) That the Education Officer provide a report to a future meeting of the Committee on course costs in addition to tuition fees;
- (e) That the SSLC summary reports be considered by the Boards of Undergraduate and Graduate Studies, Faculty Boards and the Students' Union Liaison Group, and forwarded to relevant administrative and service departments;
- (f) That the Education Officer be invited to draft a short summary of issues raised in the reports and actions taken, for circulation to students.

(AQSC minute 46/09-10 refers)

TO RECEIVE:

The Undergraduate SSLC annual summary report (paper AQSC.38/09-10, copy attached) and the Postgraduate SSLC annual summary report (paper AQSC.39/09-10, copy attached).

13. Elections

- (a) Board of the Faculty of Arts and its sub-committees

TO CONSIDER:

Nominations to the Board of the Faculty of Arts and its sub-committees for the academic year 2010/11 (Paper BFA.19/09-10, copy attached);

(b) University-level committees

TO CONSIDER:

Nominations from the Faculty on appointments to University committees for the academic year 2009/10 (Paper BFA.20/09-10 (revised), copy attached);

(c) Directorships of University Research Centres

TO CONSIDER:

The appointment of Directors of University Research Centres for those whose terms of office have expired or will expire in 2010 (Paper BFA.21/09-10 (copy attached)).

(d) Election of Board Members to the Senate

TO REPORT:

(i) That there are two vacancies 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 arising from the end of the term of office of Professor Rob Burns and Professor Thomas Docherty;

(ii) That the continuing members of the Senate appointed by the Board of the Faculty of Arts (with their term of appointment in brackets) are as follows:

Professor Nick Hewlett, French Studies (2011)  
Professor Trevor Burnard, Head of the Department of History (2012)  
Dr Jon Burrows, Head of the Department of Film and Television Studies (2012)  
Professor Sean Hand, Head of the Department of French Studies (2012)

(iii) In accordance with University regulations, the majority of the six Faculty representatives must be Professors and the majority must be Heads of Departments. This means that, of the two vacancies to be filled, there must be at least one Head of Department and one Professor. One individual might fulfil both these requirements.

(iv) That nominations for members of the Board of the Faculty of Arts to represent the Board on the Senate have been received for:

Professor Catherine Bates	Head of the Department of English and Comparative Literary Studies
Dr Nadine Holdsworth	Head of the Department of Theatre, Performance and Cultural Policy Studies
Dr Cathia Jenainati	Department of English and Comparative Literary Studies

TO CONSIDER:

In accordance with University Regulation 2.2, the election of two members of the Senate from the membership of the Board of the Faculty of Arts for 2010/11 to serve for the period 1 August 2010 to 31 July 2013, noting that Professor Bates fulfils the

requirement for one nominee to be Professorial and thus will be appointed in this capacity.

14. Items for Discussion at Senate

TO CONSIDER:

Items for discussion at the next meeting of the Senate.

15. Any Other Business

**Items to report without discussion**

16. Progress of Board recommendations through higher committees

Amendments to the Constitution of the Centre for Caribbean Studies (minute BFA.27/09-10 refers)

TO REPORT:

That, at its meeting on 17 March 2010, the Senate considered a proposal to amend the constitution of the Centre for Caribbean Studies as set out in Paper BFA.11(revised)/09-10 and resolved that the proposal be approved, it be noted that the University's commitment to name the Centre the "Yesu Persaud Centre for Caribbean Studies" until 2024 should not take precedence over the University's scope to continue to measure the sustainability of the Centre on grounds of academic performance.

(Senate minute 64/09-10 refers)