

AUPHF Committee Meeting
23 May 2001
Cruciform 2.01 UCL

Present: Naomi Segal (President), Alex Hughes (Hon. Sec.), Bill Marshall (Treasurer), Anne Judge, Margaret Majumdar, Michael Moriarty, Mary Orr, Phil Powrie, Tim Unwin, David Walker, Michael Worton.

1. Apologies

Apologies were received from Malcolm Cook, Hilary Footitt, Charles Forsdick, Michael Kelly, Andy Rothwell.

2. Minutes of the previous meeting (16 February 2001)

2.1 Accuracy

There were no errors of accuracy.

2.2 Matters arising

(2.2.(a)) NS gave an update on recent correspondence with Teresa Vernon of the British Library. The BLs Consultation Document should have gone out in May, and the AUPHF will be one of the Associations which will be consulted.

(2.2.(b)) NS reported on correspondence with Linda Bree of CUP, re the French series, which is to be discontinued, despite protests from the AUPHF and others.

(2.2.(c)) NS updated members on the French supply teaching database scheme, organised by NS and involving seven Southern Universities. HEFCE funding is being sought for this, under the aegis of the UCML collaborative projects scheme. In its initial stage, the database will be funded to cover the seven HEIs only (Oxford Brookes, QMW, Reading, RHC, Southampton, Surrey and Warwick), and housed on the 2001 group website, but will be moved thereafter to the AUPHF website and extended, region by region, to the rest of England. In agreement with committee members, it is intended to extend it also to the rest of the UK and Ireland. HEFCE may fund this extension, but BM and MMaj are to investigate seeking similar funding from SHEFC and HEFCW to run parallel databases in Scotland and Wales [**ACTION: BM, Mmaj**]. NS was congratulated on her work on the scheme, which members felt to be extremely valuable.

(4. (a)QAA) DW reported on the feedback to the benchmarking document, which was generally positive, and suggested that the document had been received as representative of the constituencies it is intended to reflect. A meeting of the drafting group was due on 25 May, after which a revised version of the document would be launched on the QAA website for further formal consultation,, before it is adjusted as necessary and made formal early in 2002.

(4. (b)Subject Centre) Members reiterated that an Area Studies representative from the Subject Centre could usefully be invited to an Executive Committee meeting, given that noone was available for the AGM [**ACTION: AH, MK**].

(7.AHRB) NS updated members on AHRB issues. She informed the Executive that the funding model related to the Research Leave Scheme would be modified in time for the next round of applications; reported on the Innovations scheme (a new scheme intended to fund research projects in their early stages: info now on AHRB website, closing date August 2001); and gave indications of the success rates of applications submitted to the various AHRB schemes, as well as of efforts to raise these rates. She noted that, in the context of French, larger applications tend to be dominated by Linguistics. The Executive was told that applications to the AHRB for research funding and for PG research studentships were up in German. MW informed the committee that he was standing down from the AHRB and was being replaced by Sian Reynolds. He also confirmed that the AHRB funded part time research PG studentships but not taught studentships.

3. Minutes of AGM

3.1 Accuracy

NS noted some typographical inaccuracies, and undertook to forward a revised copy of the AGM minutes to TU, for inclusion on the webpage. It was agreed that draft AGM and Executive committee minutes should go on the web page as early as possible but should be flagged, precisely, as draft minutes for formal ratification at subsequent meetings [**ACTION: NS, TU**].

3.2 Matters arising

(5.RAE) Michael Moriarty elaborated on the questions of parity between the different RAE panels; the assessment of language teaching materials; the definition of national cf. international research; and the proportion of material submitted that would be read. He reassured members that all due steps had been taken to ensure parity between ML panels, as outlined in recent correspondence. He drew committee members' attention to the published guidelines, and explained the role of the international adjudication panel. He made it clear that gradings of individuals' submissions would not be put into the public domain.

(8.Elections) NS reminded members that a new President would have to be found for 2002, and that Malcolm Cook and Michael Worton were standing down in 2002. She suggested that DW (currently VP) should continue as a member with special responsibility for QAA, after she became Vice President, and members welcomed this proposal.

3.3 2002 AGM

It was agreed that the next AGM should involve a post RAE debrief and *mise au point* of the state of French Studies, organised by Michael Moriarty, Mary Orr and Tim Unwin. It was suggested that Noel Peacock could be invited to be involved [**ACTION: MO**]. It was also suggested that the AGM could coincide with French Studies conference in 2002.

4. Treasurer's report

BM stated that reminders re subscriptions were about to be sent out, and that receipts would shortly be provided to those members who had paid [ACTION: BM]. He indicated that the state of AUPHF finances is basically healthy, and undertook to supply a written financial statement at each Exec meeting, as well as a current one [ACTION: BM]. He suggested that once the accounts had been subjected to outside scrutiny, a clearer picture of the documentation that should be provided to the AUPHF internal auditors would emerge.

5. Recruitment drive/info gathering

5.1 Recruitment

BM indicated that he had contacted as many potential members as possible, and would assess what the response had been to the introduction of the Standing Order system. It was not felt that the establishment of an Institutional subscription would be a useful move. BM undertook to send a revised membership list to all Exec members [ACTION: BM].

5.2 Info gathering

AH indicated that the report on the Employers' forum and the professorial salary questionnaire were now on the web and that, in the summer, she would set up the departmental profile and external examiners databases, with secretarial help. TU undertook to pursue the matter of setting up a link to Keith Marshall's database [ACTION: TU].

6. UCML

Hilary Footitt reported in absentia on UCML activities over recent months and at the present time.

7. AUPHF future developments

7.1 Membership

The size of the AUPHF Executive was discussed, and was felt to be appropriate, not least because extra members may be co-opted onto the committee. The issue of regional/national representation on the AUPHF Executive was raised, and comprehensive representation was deemed to be desirable. It was noted that, in order to ensure that the Executive was nationally representative, some modification to the Constitution of the AUPHF might be necessary, and would have to be agreed at the next AGM [ACTION: AH].

7.2 Projects and events

Having established the need for and timing of a post RAE *mise au point* (next AGM), the committee decided that it should work strategically on problems of student recruitment, most especially at UG level. It agreed that a Schools/University forum, held in May 2002, could be a very useful event. This should target careers teachers, University Schools' liaison officers, teachers of French in schools with an 11-16 intake and perhaps Heads of Language Colleges. A working party comprising AH, PP, DW and BM was set up to pursue the organisation of this May event [ACTION: AH]. Margaret Majumdar drew members' attention to the Welsh National Assembly website, which contains useful material re language teaching at school level.

8. AOB

None

14. Date of next meeting