**49th Meeting of the Council of University Classical Departments**

# Held in Room G349, Senate House, London, at 2 pm

#  on Saturday, 4th November, 2017

**Present**: Emma Aston (Reading), Andrew Bayliss (Birmingham), Charlotte Behr (Roehampton), Simon Corcoran (Newcastle), James Davidson (Warwick), Theodora Jim (Lancaster), Csaba La’da (Kent), Nick Lowe (RHUL), Gesine Manuwald (UCL), Ellen O’Gorman (Bristol), Donncha O’Rourke (Edinburgh), Liz Pender (Leeds), April Pudsey (MMU), Catherine Steel (Glasgow, Secretary), Edmund Thomas (Durham), Ruth Westgate (Cardiff), Greg Woolf (ICS, Chair). Naoko Yamagata (OU)

1. **Apologies** were received from: Armand d’Angour (Oxford); James Clackson (Cambridge); Christy Constantakopoulou (Birkbeck); Bruce Gibson (Liverpool); Elena Isayev (Exeter, Treasurer); Jason König (St Andrews)
2. **Minutes of the last Council** (5th November 2016). These were *accepted*.
3. **Matters arising not covered below**: none.
4. **Chair’s Report**: The Chair’s report on the year was available in the 2017 *Bulletin* (<https://cucd.blogs.sas.ac.uk/files/2015/01/WOOLF-2017-Chair-Report.pdf>). SC had met twice, in January and in October; major items that it had considered included the proposed changes to AQA A-level: although AQA had not reversed its decision CUCD had usefully made common cause with the CA over the issue and the latter had run a series of workshops to help teachers change boards; and BASIS institutions (now BIRI), where the immediate sense of crisis had diminished though issues around management and support continued. Education committee had continued to be very active and CUCD recorded its thanks to Professor Helen Lovatt for her success in developing Education committee. CUCD had offered support to two classical departments which were facing threats: at Newcastle, Australia, reductions to the provision of classical subjects were being implemented; at Manchester, it seemed as though there were unlikely to be any compulsory redundancies in Classics. Professor Woolf observed that, although there had been little TEF-related activity during the year, that was likely to change in 2018; early indications from the pilot, in which Classics was placed alongside Linguistics, suggested that vigilance was required.
5. **REF preparations** Classics will have its own sub-panel again and (with CUCD’s support) the archaeologists will once again have their own sub-panel. CUCD and UAUK have already been in touch about ensuring there is adequate coverage between the two panels for classical archaeology (sensu lato).

For REF2014 CUCD in effect nominated an entire panel, taking care of questions of gender and regional balance and also distribution of subject specialisms. HEFCE did not accept all the suggestions and so the panel was a little smaller than requested. Last time the CUCD chair, Robin Osborne, was also the panel chair. HEFCE have given some indication that they would like a large number of nominations so they can do the selection and balancing themselves. Until the chair is announced it will not be very easy to achieve this balance. CUCD is one of a number of bodies consulted by HEFCE about panel membership. Their list also includes the CA, the Hellenic and Roman Societies, the BSA, WCC and probably a couple of others.

7th October CUCD Standing committee discussed possible **sub-panel chairs** and Professor Woolf sent endorsement letters to applicants. The current timetable is for funding councils to receive recommendations in mid Nov, to issue letters of appointment in late November and to make a public announcement in December. CUCD has asked who would be interested in being a **panelist**. We have so far received EOIs from 11 individuals at 9 universities. The deadline for EOIs is 30th November. CUCD Standing Committee will meet on 9th December to consider nominations. If necessary we may need to ask additional individuals if they would apply to help balance institutions and specialisms. Other classical bodies have also been invited to nominate members.

The HEFCE nominations for panel members are due by 20th December 2017.

The issue at present is how many names CUCD should nominate – whether it should nominate what is, in effect, the panel, or (which is what HEFCE seems to want) to nominate a larger number of names than will be required in order to allow HEFCE to choose. It was *agreed* that CUCD would aim to submit a list matching the expected size of the panel and to confer with the panel chair as soon as s/he is appointed (including an invitation to SC on December 9th if possible).

1. **Protocol on employment of short-term staff:** in 2008 CUCD published a protocol for the employment of short-term staff. Katherine Macdonald (Exeter) has recently, as part of a project on casualisation, written a report for the CUCD *Bulletin* which was discussed at the Oct. 17th SC. SC agreed that the protocol was no longer fit for purpose as employment practices and law have changed over the past decade. There was discussion of a draft new protocol which Professor Woolf tabled. It was *agreed* to circulate a draft, revised in the light of discussion at Council to CUCD contacts for further comments and to ask SC to confirm a final draft at its December meeting.

**Action: GW; incoming Secretary**

1. **CUCD Education committee**: Council noted that Professor Lovatt was about to stand down as Chair of Education committee and that there would soon be an announcement of her successor. Council noted that it had the resources to extend its activities and members were encouraged to contact Prof. Lovatt or her successor with suggestions. It repeated its congratulations to Professor Lovatt on the scope and level of activity and authorised a budget of £1500 for Education committee in the coming year.

**Action: all**

1. **Treasurer’s report**:

In Professor Isayev’s absence, the accounts were noted. It was agreed that the financial situation of CUCD was currently satisfactory and there was no need at present to raise subscriptions.

Council considered a suggestion from CAJB that CUCD might like to conduct an investigation into the gender balance of reviewers in classical journals, as CAJB was concerned that the balance in its journals was not representative. Council agreed that the issue was important and might well make a suitable topic for, e.g. a PGCAP dissertation. Nonetheless, it did not feel that it was in a position to authorise expenditure in commissioning a report.

1. **Secretary’s report**: following Council’s decision to publish draft minutes, minutes of both Council and SC meetings are available via the CUCD website more promptly. Professor Steel recorded her thanks to Valerie James for her superb administrative support for CUCD’s meetings.
2. **CUCD Bulletin**: It was noted that the 2017 *Bulletin* is now complete, apart from the Statistics, and available on-line. Council agreed that Dr. Deacy, whose term as an elected member of SC comes to an end at this Council, should be co-opted onto Standing Committee to continue as *Bulletin* Editor.
3. **Statistics**: The 2017 statistics are in preparation and will be published shortly on the CUCD website. Dr. Aston noted that the date at which Reading’s planning office published the data on which the statistics return relied shortly after the CUCD deadline for statistics. It was noted that departments which faced such issues should contact the Statistics officer, as there was usually some flexibility.

**Action: SM**

1. **Moderation and second marking**

Following a query raised after the last CUCD SC meeting, member institutions had been circulated with some questions about their use of second marking and moderation. There was discussion of the responses and the issues which they raised. It was agreed that Professor Steel would prepare a digest of responses for the CUCD website. There seemed to be an opportunity for CUCD to offer training on best practice in moderation and on assessing non-traditional forms of coursework.

**Action: CS**

1. **Social sharing sites**: Professor Woolf noted CAJB had shared its anxiety with CUCD about unauthorised posting of research papers on ResearchGate and Academia.edu and he asked Council members to remind their colleagues of the copyright implications of posting papers on such sites.
2. **CUCD Elections**:

There had been one nomination for the position of Secretary, and so the election of Gesine Manuwald (UCL) was confirmed.

There had been four nominations for three positions on Standing Committee: Sharon Marshall (Exeter); Lucy Grig (Edinburgh); and Neville Morley (Exeter) were elected.

1. **Date of next meeting** November 3rd 2018, at 2pm.
2. **Any other business**: Lancaster has joined has Classics pathway for Northwest DTP and Dr. Jim asked for advise on supporting graduate students in Ancient History within a History department. Dr. Pudsey offered to share some expertise from MMU after the meeting. It was noted that an external review of provision had been used successfully elsewhere as a means to raise staff numbers.

Professor Woolf thanked Professor Steel for her service as Secretary since 2011.

07/11/17

CEWS