

UNIVERSITY OF WARWICK

FACULTY OF ARTS

Board of the Faculty of Arts

There will be a meeting of the Board of the Faculty of Arts on **Wednesday 5 November 2014** at **10.30am** in room CMR 1.0, first floor, University House.

K Sloan
Registrar & Chief Operating Officer

Note: Questions on agenda items or apologies for this meeting should be directed to the Secretary to the Board, Mia Khan (Mia.Khan@warwick.ac.uk). Committee papers can be accessed at <https://files.warwick.ac.uk/boardofarts/browse/BFA/2014-15>.

A G E N D A

MATTERS FOR CONSIDERATION BY THE BOARD

1. Terms of Reference

TO REPORT:

That the terms of reference of the Board of the Faculty of Arts, as set out in the University Calendar (<http://warwick.ac.uk/committees/bfa/#tor>), are as follows:

- (a) To regulate, subject to the Statutes and the Ordinances and Regulations and to review by the Senate, the teaching, research, curricula and examinations in the subjects prescribed for the Faculty;
- (b) To recommend to the Senate examiners for appointment;
- (c) To make recommendations to the Senate for the award of Degrees (other than Honorary Degrees), Diplomas, Certificates and other distinctions in the subjects prescribed for the Faculty;
- (d) To recommend to the Senate Sub-Faculties and Departments to be constituted by the Council;
- (e) To delegate to the Sub-Faculties such matters as are deemed appropriate;
- (f) To appoint members of the Board of the Faculty to be members of the Senate as provided for under Statute 15;
- (g) To discharge such other functions as the Senate may from time to time determine.

2. Membership

TO REPORT:

That following a number of changes to membership approved by Chair's Action over the summer, the revised membership of the committees within the Faculty of Arts for the academic year 2014-15 is as follows:

- (i) Board of the Faculty of Arts, (paper BFA.01a/14-15, [available online](#));
- (ii) Undergraduate Studies Committee of the Faculty of Arts, (paper BFA.01b/14-15, [available online](#));
- (iii) Graduate Studies Committee of the Board of the Faculty of Arts (paper BFA.01c/14-15, [available online](#));
- (iv) Faculty of Arts Information Technology (Digital Humanities) Committee (paper BFA.01d/14-15, [available online](#));
- (v) Representatives of the Faculty of Arts on other Committees (paper BFA.01e/14-15, available online).

TO CONSIDER:

The remaining vacancies from Departments, and for representatives of the Faculty of Arts to other University committee.

3. Conflicts of Interest

TO REPORT:

That, should any members or attendees of the Board of the Faculty of Arts have any conflicts of interest relating to agenda items for the meeting, they should be declared in accordance with the CUC Guide for Members of Higher Education Governing Bodies in the UK, available at <http://www.hefce.ac.uk/pubs/year/2009/200914/>.

4. Freedom of information

TO REPORT:

- (a) That the Steering Committee at its meeting on 29 October 2007 considered a paper outlining how the Freedom of Information Act 2000 applies to the publication of minutes of University bodies together with the University Publication Scheme adopted by the Steering Committee in December 2003, paper SC 60/07-08, and resolved that a standard item be included on the agenda of the first meeting of each University Committee at the start of each academic year to inform new members and to remind continuing members of the University policy on the publication of minutes;
- (b) That all non-reserved minutes and agenda of the Board of the Faculty of Arts are published on the University's Governance website at: <http://warwick.ac.uk/committees/bfa/minutes/>;
- (c) That copies of paper SC.60/07-08 are available from the Secretary on request.

5. Minutes

TO CONSIDER:

The minutes of the meeting of the Board of the Faculty of Arts held on 19 May 2014 (available online);

6. Matters arising on the Minutes

- (a) Election of Board Members to the Senate (minute BFA.33(d)/13-14 refers)

TO REPORT:

That the appointments of Professors Daniel Branch (Department of History), Sean Hand (School of Modern Languages and Cultures), and David Morley (English and Comparative Literary Studies) were formally approved by the Senate at its meeting on 11 June 2014 to represent the Faculty of Arts to serve for the period 1 August 2014 to 31 July 2017.

- (b) Faculty of Arts Doctoral Training Centre (CADRE) (minute 34(a)/13-14 refers)

TO REPORT:

That after consultation, CADRE has set up a Steering Group to oversee its management and operations and this will report directly to the Graduate Studies Committee of the Faculty of Arts.

- (c) The School of Modern Languages (minute 34(c)/13-14 refers)

TO REPORT:

That following the nominations process for the Head of the School of Modern Languages and Cultures, Professor Sean Hand has been appointed as the Head of School with effect from 1 August 2014.

7. Chair's Action

TO REPORT:

- (a) That the Chair, acting on behalf of the Board of the Faculty of Arts, approved changes to membership of the Faculty committees (agenda item 1 refers, and paper BFA.01/14-15).
- (b) That the Chair, acting on behalf of the Board of the Faculty of Arts, approved the one-year appointment of Professor A Menezes as the Deputy Chair of the Faculty of Arts with effect from 1 September 2014.
- (c) That the Chair, acting on behalf of the Board of the Faculty of Arts, approved changes to the First Year Board of Examiners nominations for the meetings in June and in September 2014, and recommended to Senate that these changes be approved.

- (d) That the Chair, acting on behalf of the Board of the Faculty of Arts, approved the proposal for the establishment of a new University Research Centre, the Warwick Anti-Microbial (WAM) Interdisciplinary Centre (paper BFA.31/13-14, [available online](#)).

8. Chair's Business

TO RECEIVE:

An oral report from the Chair.

9. BA in Liberal Arts

TO RECEIVE:

An update from the Academic Director and Assistant Registrar (Strategy and Change) on the progress of the BA in Liberal Arts degree (paper BFA.02/14-156, [available online](#)).

10. Teaching and Learning Building

TO RECEIVE:

(a) A presentation on the development of the new Teaching and Learning Building by Mr D Gibbons, Senior Project Manager, Estates Office.

(b) A summary paper from Mr D Gibbons (paper BFA.04/14-15, to be tabled).

TO CONSIDER:

The Board of the Faculty of Arts response to the proposed plans.

11. Gender Equality Charter Mark (GEM)

TO RECEIVE:

A presentation on the Gender Equality Charter Mark by Ms A Burchfiel, Teaching Quality (paper BFA.05/14-15, to be tabled).

12. Tier 4 Compliance

TO RECEIVE:

A presentation from the Compliance Officer (Student Immigration) regarding Tier 4 compliance (paper BFA.06/14-15, [available online](#)).

13. Student Representatives' Issues

TO RECEIVE:

Oral reports from the Faculty of Arts Undergraduate and Postgraduate student representatives.

14. Widening Participation (WP)

TO RECEIVE:

A presentation from Mr P Blagburn, Head of Outreach and Dr A Videtta, Arts Faculty WP Link Officer, on the Arts Faculty recruitment patterns related to WP targets and engagement with WP initiatives within the Faculty of Arts.

15. University Research Centres

Centre for Predictive Modelling

TO CONSIDER:

A proposal from the School of Engineering to establish a new University Research Centre for Predictive Modelling, as set out in paper BFA.07/14-15 ([available online](#)).

16. Triennial Review of Faculty Research Centres

TO RECEIVE:

Paper BFA.08/14-15 (copy attached) setting out details for the review of the following University Research Centres relevant to the Faculty of Arts:

- (a) Eighteenth Century Centre;
- (b) Centre for the History of Medicine.

TO CONSIDER:

- (c) Evidence, as set out in paper BFA.08/14-15, that the Centres provide added value, contribute to the University Strategy and are sustainable in the long term.

17. Proposed Amendments to University Ordinance 7

TO CONSIDER:

A paper setting out amendments to University Ordinance 7, governing the constitution of the Board of the Faculty of Arts (paper BFA.12/14-15, [available online](#)).

18. Items to be brought to the Senate

TO CONSIDER:

Whether there are any specific issues the Board of the Faculty of Arts wishes to refer to the Senate for consideration.

19. Any Other Business

ITEMS TO RECEIVE FOR INFORMATION ONLY

The Chair and Secretary consider that the following items are non-controversial and/or can be accepted with a minimum of explanation. Members of the Board of the Faculty of Arts may, however, ask for any of the following items to be transferred to the agenda for discussion, by contacting the Secretary in advance of the meeting, or by raising the item at the commencement of the meeting. These papers are available online from the Board's electronic filestore at <https://files.warwick.ac.uk/boardofarts/browse/BFA/2014-15>.

20. **Assessment and Feedback**

TO RECEIVE:

A composite report on timeliness of feedback on assessment submitted in Summer Term 2013-14 across the Faculty of Arts (paper BFA.02/14-15, [available online](#)), noting that the format of the report has changed at the request of the Academic Quality and Standards Committee.

21. **Report from the Faculty of Arts Undergraduate Studies Committee**

TO RECEIVE:

The unconfirmed minutes of the meeting of the Faculty of Arts Undergraduate Studies Committee held on 15 October 2014 (paper BFA.09/14-15, [available online](#)).

22. **Report from the Faculty of Arts Graduate Studies Committee**

TO RECEIVE:

The unconfirmed minutes of the meeting of the Faculty of Arts Graduate Studies Committee held on 21 October 2014 (paper BFA.10/14-15, [copy to follow on filestore](#)).

23. **Report from the Arts Faculty Research Committee**

TO RECEIVE:

The unconfirmed minutes of the meeting of the Faculty of Arts Research Committee held on 18 June 2014 (paper BFA.11/14-15, [available online](#)).

24. **University Strategy**

TO REPORT:

That the new University Strategy has been published and is available online from <http://warwick.ac.uk/strategy/>.

25. Faculty of Arts Lunches in 2014-15

TO REPORT:

That the future Faculty of Arts lunches in the academic year 2014-15 would be held on the following dates:

- (a) Autumn term: Wednesday 5 November 2014, 12.30-14:00, in CMR 1.0, University House;
- (b) Spring term: Wednesday 18 February 2015, 12.00-13:30, in CMR 1.0, University House;
- (c) Summer term: Monday 18 May 2015, 12.00-13:00, in CMR 1.0, University House.

26. Dates of 2014-15 Board Meetings

TO REPORT:

That the future meetings of the Board of the Faculty of Arts in the academic year 2014-15 would be held on the following dates:

- (a) Wednesday 11 February 2014, 14:00-16:00, room R1.13, Ramphal Building;
- (b) Monday 18 May 2014 2014, 13:00-15:00, room CMR 1.0, University House.