

UNIVERSITY OF WARWICK
BOARD OF THE FACULTY OF ARTS
MINUTES OF THE MEETING HELD 12:00, TUESDAY 14 NOVEMBER 2023
SCARMAN CONFERENCE CENTRE, SPACE 29

Present	Rachel Moseley	RM	Chair and Vice-Provost
	Jeremy Ahearne	JA	School of Modern Languages and Cultures
	Kate Astbury	KA	School of Modern Languages and Cultures
	Alison Cooley	AC	Department of Classics and Ancient History
	Paulo De Medeiros	PD	Department of English and Comparative Literary Studies
	Rachel Dickinson	RD	Faculty Senior Tutor (left at 1.00pm)
	David Fearn	DF	Department of Classics and Ancient History
	Suzanne Frey-Kupper	SFK	Department of Classics and Ancient History
	Edward Hart	EH	UG Student Representative
	David Lees	DL	School of Modern Languages and Cultures
	Tim Lockley	TL	Department of History (left at 2.00pm)
	Stéphanie Panichelli-Batalla	SPB	School for Cross-faculty Studies
	Simon Peplow	SP	Department of History
	Diana Stonefield	DS	Faculty Director of Administration (left at 1.50pm)
	Brendan Tam	BT	PGR Student Representative
	Jane Webb	JW	School for Cross-faculty Studies (left at 2.00pm)
Helen Wheatley	HW	School of Creative Arts, Performance and Visual Cultures	
Attending	Sam Cole	SC	Head of REF Futures, Policy & Delivery, RIS (for item 014 only)
	Alison Greenhalgh	AG	Secretary
	Jon Inegbedion	JI	Interim Director of Student Recruitment, MCI (for item 013 only)
	Vicky Marsh	VM	Quality Review and Enhancement Manager, EPQ (for item 012 only)
	Emma O'Rourke	EO	Assistant Secretary
Ref	Item		
001	<p>Apologies for absence: Apologies were received from Rosie Dias (School of Creative Arts, Performance and Visual Cultures), Ross Forman (Department of English and Comparative Literary Studies), Marta Guerriero (School for Cross-faculty Studies), Stuart Hampton-Reeves (School of Creative Arts, Performance and Visual Cultures), David Lambert (Department of History), Joanne Lee (School of Modern Languages and Cultures), Ben Richardson (Representative from the Faculty of Social Sciences), James Robinson (Representative from the Faculty of Science, Engineering and Medicine) and Johannes Roessler (Department of Philosophy).</p>		
002	<p>Declarations of Interest: There were no declarations of interest reported.</p>		
003	<p>Freedom of Information and Equality and Inclusion: The Committee noted and agreed to abide by the Freedom of Information and Equality, Diversity and Inclusion policies.</p>		
004	<p>Terms of Reference and Membership 2023-24:</p> <ul style="list-style-type: none"> The Committee received and noted the Terms of Reference (ToR) and membership of the Board for 2023-24, as approved by the Senate (004-BFA141123, Public). Chair's action had been taken to approve the ToR and membership of the Faculty Education Committee (015-BFA141123, Public). 		
005	<p>Minutes of last meeting on 6 June 2023 The minutes of the meeting held on 6 June 2023 (005-BFA141123, Public) were approved.</p>		
006	<p>Matters arising from meeting held on 6 June 2023</p>		

	For item 044b, report from Arts Faculty Research and Impact Committee: the new Research Strategy and Development Manager, Alan Ashton-Smith, was now in post.
Chair's Business	
007	<p>Chair's Business and Actions</p> <p>The Committee received a verbal report with key details and discussions, as below:</p> <p>Athena Swan</p> <ul style="list-style-type: none"> - Currently, the only department with an Athena Swan award was the School for Cross-faculty Studies. At this stage there was no faculty level submission. <p>Warwick Transformation</p> <ul style="list-style-type: none"> - The Chair confirmed there were two different sets of consultants on board and advised to take a positive and productive approach and focus on key areas: where the risks were, where things worked and did not work, and where things got stuck, etc. - Faculty Hub: Faculty would determine this; it would not be imposed. There would be support provided through advice and suggestions. - January timeline to be confirmed. <p>Branding Project</p> <ul style="list-style-type: none"> - The University was in the process of simplifying its branding. This had not been filtered down to departments and was only high level at this stage. The Chair emphasised that nothing would happen without consultation which would take place soon. <p>Stirling Prize FAB</p> <ul style="list-style-type: none"> - The Chair had been present at the RIBA Stirling Prize award ceremony and, although the FAB did not win, there had been a great deal of feedback on how fantastic the building was. <p>New Provost</p> <ul style="list-style-type: none"> - Professor Emma Flynn had been appointed as the new Provost and started in the role on the 15th August. She brought a wealth of experience and knowledge to this vital role and had encouraged staff to think creatively about problem solving.
Faculty Business	
008	<p>Termly Faculty Assembly</p> <p>The Committee received a verbal report from Jeremy Ahearne, Deputy Chair of Faculty (Research), with key points as follows:</p> <ul style="list-style-type: none"> • The Faculty Assembly took place on the 8th November at which six Interdisciplinary Themes were proposed. • The themes would be circulated and then discussed at AFRIC and HoDs. • Next steps would be to have a Faculty wide alignment exercise to see if the themes would work. • It would be very helpful if they could be published as part of the University's new 'Spotlights' framework.
009	<p>Arts Curatorial Group Update</p> <p>The Committee received a verbal update from the Chair with key points as follows:</p> <ul style="list-style-type: none"> • There were several exhibitions last summer and there would be reflection and feedback on the improvements. • It was agreed that the minutes would be sent to David Fearn and Suzanne Frey-Kupper, Department of Classics and Ancient History.

	<ul style="list-style-type: none"> • A new scheme 'Artists in Residence' was discussed. This would be an opportunity for departments to work with students on exhibitions which aligned with the Faculty themes for the coming year.
010	<p>Student Representatives Updates</p> <p>a) UG Representative The Committee received a verbal update from Edward Hart, UG student representative, with key points as follows:</p> <ul style="list-style-type: none"> • The first student Faculty forum would take place in the next few weeks. • As a new initiative, students will meet the Faculty and the department representatives will gather the feedback. • An update would be given at the next meeting. <p>b) PGR Representative The Committee received a verbal update from Brendan Tam, PGR student representative, with key points as follows:</p> <ul style="list-style-type: none"> • There was little to report as BT was still new to the role. • It was agreed to invite the Doctoral College to the next meeting.
011	<p>Reports from Committees</p> <p>a) Arts Education Committee The Committee received (011a-BFA141123, Public) with key points as follows:</p> <ul style="list-style-type: none"> - ITLR and academic integrity was discussed in depth – artificial intelligence would be discussed at the Faculty Assembly in Term 2. - How to build engagement into the curriculum and the longer-term strategy was discussed. It was agreed that a date in January to discuss this further would need to be organised. - To embed this in the curriculum it was suggested that a group should be formed. <p>b) Arts Faculty Research and Impact Committee The committee received (011b-BFA141123, Public) with key points as follows:</p> <ul style="list-style-type: none"> - The Impact Conference took place in July. - Feedback from the AHRC visit was that they were very impressed. - There was a call for interest in doctoral training with only one bid so far. - The team would be understaffed for two months from the end of November due to maternity leave. <p>c) Arts Equality and Inclusion Forum No report was received.</p>
University Business	
012	<p>Institutional Teaching and Learning Review 2023 (ITLR) The committee received (012-BFA141123, Protected) and a verbal update from Vicky Marsh, Quality Review and Enhancement Manager, with key points as follows:</p> <ul style="list-style-type: none"> • All papers had been submitted and standards were where they hoped they would be. Risks had been identified and the short-term process was to identify action plans and support with realistic timeframes. • The new quality framework was being drawn up and they were looking at different modules or better ways to approach. • ITLR would be sharing best practice, and the impact evaluation would be published on the ITLR website.

	<ul style="list-style-type: none"> • It was suggested that Faculty Focus Groups and interviews be re-opened and HoDs be approached direct to get feedback. • Professional Services reports: close scrutiny had taken a long time and the finalised reports would be ready by end of November.
013	<p>Student Recruitment Strategy Refresh</p> <p>The committee received a verbal update from Jon Inegbedion, Interim Director of Student Recruitment, with key points as follows.</p> <ul style="list-style-type: none"> • An overview of the purpose and aims of the strategy and of the underpinning theme of supporting diversity and building international diversity was presented. • An overview of the international market prioritisation, split into Tier 1,2 and 3, was also provided. • Country specific recruitment targets would be introduced from 2025/26 onwards. • Agent targets had been reviewed and additional training and support systems would be developed with annual enrolment targets and agent performance reviews. • Further resource would be provided for recruiting international students already in the UK and there would be enhanced support for better transition rates between study levels. • PGR recruitment would be a focus, with a recruitment task group to develop a strategy. A commissioned piece of work would also develop understanding around the applicant journey.
014	<p>REF 2028</p> <p>The committee received (014-BFA141123) and a verbal update from Sam Cole, Head of REF Futures, Policy and Delivery, with key points as follows:</p> <ul style="list-style-type: none"> • REF was widely respected both at home and abroad. • The University’s draft response to REF2028 was shared with Heads of Department. • The initial decisions consultation was announced in summer 2023, with a period of consultation throughout October. There had been a switch from measuring outputs to measuring inputs. • A further consultation on People, Culture and Environment was taking place, with a deadline for responses in early December. • A commercial company to investigate People, Culture and Environmental metrics would be announced in the new year. • Risks need to be identified from the policy and the recruitment planning issues. • REF Panels would be called to shape how the policy was developing. The Pro-Vice Chancellor (Research) would like Warwick to be well represented as panellists can steer development. • The full policy was due to be published January 2025.
Items below this line are for receipt and/or approval, without discussion	
015	<p>Chair’s Action</p> <p>The committee received (015-BFA141123, Public).</p>
Other	
016	<p>Any other business</p> <ul style="list-style-type: none"> • Amy Cody had been appointed as the new Faculty Facilities and Space Co-ordinator. • SP asked if research only contracts allowance was higher in other departments. • DF asked what EDI activities other departments were doing and what was the general sense for inclusive education – this would be discussed at the next HoDs.
017	<p>Senate Committee Minutes and Reports</p> <p>Board of the Faculty of Arts http://warwick.ac.uk/committees/bfa/minutes</p> <p>Faculty Education Committee https://warwick.ac.uk/services/gov/committees/bfa/fec/minutes/</p> <p>Board of Graduate Studies http://warwick.ac.uk/committees/bgs/minutes</p>

Partnerships Committee	http://warwick.ac.uk/committees/partnerships/minutes
Academic Quality and Standards Committee	http://warwick.ac.uk/committees/agsc/minutes
Student Learning Experience and Engagement Committee	https://warwick.ac.uk/committees/sleec/minutes
University Education Committee	https://warwick.ac.uk/committees/ec/minutes

Next meeting: 12:00, Wednesday 21 February 2024