

UNIVERSITY OF WARWICK
FACULTY EDUCATION AND STUDENT EXPERIENCE COMMITTEE (ARTS)
UNCONFIRMED MINUTES OF THE MEETING HELD ON THURSDAY 06 NOVEMBER 2025
SENATE HOUSE, COUNCIL CHAMBER

Present	Dr Marta Guerriero	Chair
	Dr Simon Peplow	Deputy Chair (UG and PGT)
	Dr Heidi Ashton	School of Creative Arts, Performance and Visual Cultures
	Dr Christopher Bilton	School of Creative Arts, Performance and Visual Cultures
	Professor Paul Botley	Department of English and Comparative Literary Studies
	Marie Greene	Faculty Director of Administration
	Clare Halldron	Senior Careers Consultant – Art
	Victoria Hill	Widening Participation Faculty Engagement Manager
	Amanda Kowalczyk	Faculty Senior Tutor
	Dr Edward Loveman	Cross-faculty Studies
	Dr Anna Michalska	Faculty Representative (Social Sciences)
	Smiti Mota	UG Student Representative
	Professor Lydia Plath	Department of History
	Dr Michael Pounds	Faculty Representative (SEM)
	Professor Clare Rowan	Classics & Ancient History
	Dr Gavin Schwartz-Leeper	Cross-faculty Studies
	Ian Scrase	Senior Careers Consultant – Art
	Stephen Shapiro	EDI Forum Chair
	Dr Claudia Stein	Department of History
	Dr Margaux Whiskin	Faculty Student Engagement Coordinator
	Dr Sarah Wood	Department of English and Comparative Literary Studies
In attendance	Kim Robinson	Secretary
	Sonia Hart	Assistant Secretary
	Megan Caulfield	Programme Manager (Inclusive Education) (Item 011)
	Professor Christoph Hoerl	Department of Philosophy
	Professor Georgia Kremmyda	Deputy Pro Vice-Chancellor (Learning and Teaching) (Item 007)
Ref	Item	
001	Apologies for absence Apologies were received from Professor David Lambert (Director of CADRE/Deputy Chair (PGR)), Dr Douglas Morrey (School of Modern Languages and Cultures), Professor Jennifer Burns (Deputy Chair of Faculty (External Engagement)), Dr Katherine Stone, SMLC Director of Teaching & Learning and Caroline Petit (Classics and Ancient History).	
002	Declarations of Interest No new declarations were made.	
003	Minutes of last meeting on 30 April 2025 The minutes of the meeting held on 30 April 2025 (003-AESE061125, Public) were approved .	
004	Matters arising from the last meeting on 30 April 2025	

	a) Rules for Award Consultation The Chair reported that the consultation was now complete and the updated rules were approved. These reworded Rules for Award and come into effect this academic year for all cohorts. b) Departmental Teaching Excellence and Enhancement Discussions The Chair reported the next iteration of Annual Quality Review activity starts mid-November and thanked members for their engagement with activity to date. It was noted that NSS/PTES are on the agenda. c) Calendar Reform The Chair confirmed that there were no further updates and thanked members for their input so far and encouraged them to engage with ongoing consultation. d) Curriculum Management Project The Chair confirmed that Akari Software was the chosen provider due to its proven success and innovation and a contract had now been signed. The Curriculum Management project team are now working on implementation. e) Personal Tutoring Review The Chair reported that recommendations were approved by Student Success Subcommittee and a paper will be going forward to Education and Student Experience Committee in December.
Chair's Update	
005	Chair's Business and Actions The Chair welcomed members to this new committee. A request was made for a member of this committee to a representative on the FESEC (SEM). ACTION: Members to notify Secretariat of interest in being representative on the FESEC (SEM)
Governance	
006	Membership and Terms of Reference 2025-26 The committee received the report in Membership and Terms of Reference for Faculty Education and Student Experience Committee (Arts) (006-AESE061125). An overview of the updated Senate committee structure for 2025/26 highlighted the committee's position following the Academic Governance Review for Faculties and Departments. It also noted reporting lines in and out of the committee and the responsibilities of committee members. Two vacancies for Faculty Community posts on this committee were highlighted by the Chair. The Chair also confirmed a review of committee effectiveness for this committee is planned for the end of the year. DECISION: The Terms of Reference and Membership for 2025/26 for the Faculty Education and Student Experience Committee (Arts) were recommended to ESEC for approval ACTION: Members to promote Faculty Community posts to academic colleagues. Interested colleagues to contact Chair or Secretariat.
007	Priorities in Education and Student Experience The Committee welcomed the Deputy Pro Vice-Chancellor (Learning and Teaching) who led a presentation and discussion on the Education and Student Experience priorities for 25/26.

	The Priority Themes for 2025-26 are: • Leading Educational Excellence, • Inclusive Student Education and Experience, • Empowered Students and • Graduate and communities and connection The external context for education including the next iteration of the Teaching Excellence Framework (TEF) was noted. Updates were provided on structural and system enablers to the strategy such as timetabling and curriculum management. Discussion on what Departments, Schools and Faculties can do to deliver on these priorities. The key points were as follows: • Student voice was at the centre of all these developments. • There would be an immediate focus on the areas of Assessment & Feedback and Learning Opportunities. • The importance closing the feedback loop to students was highlighted. This would ensure that changes implemented as a result of student feedback are communicated back to students to make them aware of developments. • Members agreed that involving Departments in the timetabling discussion was important to inform the development of any new system. Improving availability of timetables would improve student satisfaction. • A strategy and framework for assessment were being developed for implementation in 2027/28. A working group focusing on assessment will begin meeting from January 2026. It would aim to identify some 'quick fixes' between January and May that could be implemented in time to have an impact in the 2026/27 academic year. • The Deputy Pro-Vice-Chancellor (Learning and Teaching) would be contacting Directors of Education to invite them to participate in the working group. • Support for students with NSS question interpretation and employability perceptions. • Institutional support for larger cohorts was raised. This would be flagged via the ARC planning cycle. • Members were invited forward additional comments or queries on this item to the Secretariat. ACTION: Slides to be circulated to members following the meeting .
Strategic Items	
008	Faculty of Arts Education and Student Experience priorities for 2025/26 The committee received a verbal report on the Faculty of Arts Education and Student Experience priorities for 2025/26. These are in alignment with the university's priorities. Key points and discussion were as follows: • Positive engagement with the upcoming Education Priorities Dialogue Meetings. A summary of outcomes will come to the next meeting. • Plans to introduce Periodic Review and Curriculum Review using these and look at opportunities celebrate excellence and support for common areas for work and improvement at faculty level. • Ongoing work on the shape and size of PGT provision in the Faculty. • Celebrating the development of the PGT Student Network and noting their link to wider community and belonging work. • Ongoing work on PGT skills. • New modes of delivery and interest within areas of the Faculty. • Assessment, feedback and marking criteria. • Opportunities to enhance Alumni access and support • The exam timetable will be published one week earlier this academic year.

Substantive Items	
009	Task and Finish Group: Student Assessment Policies The committee received a report (009-AESE061125) on the Task and Finish Group: Student Assessment Policies. The key points and discussions were as follows: • This was commissioned by the Faculty leadership team to harmonise UG assessment policies. - o Extensions (including flexible deadlines) - o Submission cut-off - o Word count policy - o Late penalties - o Wrong file submissions • Increasing student queries and complaints about inconsistent assessment policies. • Variability across departments creates confusion, especially for joint honours and elective students. • Faculty has the highest proportion of students with disabilities; simplifying policies supports inclusivity. • Aim: Deliver clear, accessible policies aligned with University priorities and promote interdisciplinarity. • Consultation with departments and student representatives. The Chair and committee expressed thanks to the Faculty Director of Administration for leading on this work. Opportunities to share outputs across the faculties were noted. ACTION: Slides to be circulated to members following the meeting
010	The Writing Lab The committee received a report (010-AESE061125) on the Writing Lab project and plans for 2025/26. The key points and discussions were as follows: • This is a centrally managed initiative designed to provide equitable, high-quality academic writing support for undergraduate students across the Faculty of Arts. • GTAs will be recruited from a range of disciplinary expertise and trained to provide general academic writing advice (not assignment-specific or department-specific). • Sessions will include guidance on writing skills, academic integrity, and appropriate use of sources, including AI considerations. • English skills sessions previously offered by WGA are now department-funded; Writing Lab complements these. • Concern raised about ensuring ring-fenced support for widening participation (WP) students. • Plans to promote and signpost to students who would benefit most. • Pilot running in 2025/26 to assess demand. The committee was highly supportive of this initiative. ACTION: Slides to be circulated to members following the meeting

011	Inclusive Education Update The Programme Manager (Inclusive Education) presented the report on Inclusive Education in relation to the Faculty of Arts (011-AESE061125). An overview of the Inclusive Education Plans within the Faculty was provided, highlighting areas of innovation and good practice. These include student networks, inclusive course content and assessment design. The key points and discussions were as follows: • Embedding inclusive course content and assessment design, co-created with students. • Collaboration across faculty to connect similar work, avoid duplication, and maximize resources. • Examples of initiatives were highlighted: - o Classics: Language cafés and mentoring. - o English: Decolonisation work. - o History: Curriculum review and marking criteria. - o SCAPVC: Inclusive learning media project. - o Digital Arts labs. - o Academic skills sessions and network schemes. Next Steps & Priority Actions • Awarding Gaps: Updated data coming soon; early indicators show improvement overall, but Black student awarding remains lower. • Assessment & Feedback: University-wide priority; action groups to be set up via L&T Committee. - o Inclusive lens emphasised. - o Paul Campbell Inclusive Assessment sessions available. - o Guidance to be included in next phase of Academic Essentials. • Good Practice Sharing: Combining all faculty IE events this year for cross-faculty learning. • Feedback & Funding Outcomes: To be shared in coming days; strong evidence of inclusion embedded in Arts plans. ACTION: Slides to be circulated to members following the meeting
012	Student Surveys Annual Report The Chair led a discussion on the NSS/PTES Survey Results using reports provided in advance of the meeting (012-AESE061125). The Chair congratulated departments on the survey outcomes. • Key points discussed were as follows: • NSS- Faculty performance strong: 3 departments ranked in top 5 university-wide. • Overall positivity improved in all areas except one. • Faculty above Russell Group average for positivity. • PTES -Small sample sizes make trend analysis challenging. • SMLC showed improvement across all scores. • Employability in NSS (Q7 & Q9) show below-average performance. PTES also indicates skills development needs improvement. Consider engagement with Careers Consultants. • Work identified on employability to more visibly link skills developed to industry/employability.
013	Student Representatives Update No student representatives were present.
014	Postgraduate Research and CADRE update

	The committee received a report (014-AESE061125) on this item and invited members to direct questions to the Director of CADRE.
Items below this line were for receipt and/or approval, without discussion	
015	Chair's Action Report The Committee received and noted the report (015-AESE061125, General).
016	Widening Participation Update The Committee received and noted the report (016-AESE061125, Public).
017	Course Approvals Report 24/25 The Committee received and noted the report (017-AESE061125, Public).
Other	
018	Any other business - Concerns about timetabling and exam scheduling delays. - Suggestion for clearer student escalation routes for timetable issues. - Discussion on employability in context of AI and future skills.
Next meeting: Thursday 5th February 14:00-16:00 (Senate House-Council Chamber)	

DECISIONS AND ACTIONS			
ITEM	DECISION/ACTION	LEAD AND DUE DATE	STATUS
[2025-2026]			
005 – Chair's Business and Actions	ACTION: Members to notify Secretariat of interest in being representative on the FESEC (SEM)	Secretariat and Members 02/2026	Ongoing
006 - Membership and Terms of Reference 2025-26	ACTION: Members to promote Faculty Community posts to academic colleagues. Interested colleagues to contact Chair or Secretariat	Secretariat and Members 02/2026	Ongoing
007 - Priorities in Education and Student Experience	ACTION: Slides to be circulated to members following the meeting .	Secretariat 02/2026	Ongoing
009 - Task and Finish Group: Student Assessment Policies	ACTION: Slides to be circulated to members following the meeting	Secretariat 02/2026	Ongoing

010 - The Writing Lab	ACTION: Slides to be circulated to members following the meeting	Secretariat 02/2026	Ongoing
011 - Inclusive Education Update	ACTION: Slides to be circulated to members following the meeting	Secretariat 02/2026	Ongoing