UNIVERSITY OF WARWICK

Board of the Faculty of Arts

There will be a meeting of the Board of the Faculty of Arts on Monday 31 October 2016 at 2pm in room CMR 1.0, first floor, University House.

R Sandby-Thoams
Registrar

Note: Questions on agendum items or apologies for this meeting should be directed to the Secretariat via artsfacultyboard@warwick.ac.uk.

Committee papers can be accessed at https://files.warwick.ac.uk/boardofarts/browse/BFA/

2nd CIRCULATION AGENDA

New items added since the first circulation agenda, additional papers and revised papers are highlighted in **bold**. We will work from the second circulation agenda at the meeting.

MATTERS FOR CONSIDERATION BY THE BOARD

1. Conflicts of Interest

TO REPORT:

That, should any members or attendees of the Board have any conflicts of interest relating to agenda items for the meeting, they should be declared in accordance with the Committee of University Chairs (CUC) Higher Education Code of Governance (2014), available online from http://www.universitychairs.ac.uk/publications/.

2. 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.

3. Membership

TO RECEIVE:

An updated membership of the Board of the Faculty of Arts and its sub-committees for the academic year 2016-17, including nominations to other University Committees (paper BFA.22/15-16 (Revised 2), available online).

TO CONSIDER:

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

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 31 May 2016 (available online).

6. Matters Arising on the Minutes

(a) American Studies (minute 45/15-16 refers)

TO REPORT:

That market research is under way at present for the American Studies project.

(b) Appointment of a Faculty Director of Administration

TO REPORT:

That Ms Diana Stonefield has been appointed the Faculty of Arts Director of Administration and will be in attendance at future meetings of the Board.

7. Change of name of the Centre for Cultural Policy Studies and the School of Theatre, Performance and Cultural Policy Studies

TO CONSIDER:

A proposal from the Director of the Centre of Cultural Policy Studies for the Centre and the School of Theatre, Performance and Cultural Policy Studies to be renamed as set out in paper BFA.1/16-17 (available online).

8. Chair's Business

(a) Institutional Teaching and Learning Review

(b) Alumni

9. Humanities Building

TO RECEIVE:

An oral report from the Chair on the progress of the new Humanities Building project.

9a. New University Research Centre

TO CONSIDER:

A proposal from Warwick Medical School for a new Category II University Research Centre, entitled the Centre for Mechanochemical Cell Biology, to be established as set out in paper BFA.4/16-17 (available online).

10. Triennial Review of Faculty Research Centres

TO REPORT:

That in the academic year 2016-17 the triennial review of Faculty Research Centres will take place in Term 2.

11. Warwick Welcome Week **(3.30pm)**

TO RECEIVE:

An oral report from the Academic Registrar, the Assistant Registrar (Strategic Programme Delivery) and the President of the Students' Union on Warwick Welcome Week.

TO CONSIDER:

A paper from the Academic Registrar (paper AUSC.2/16-17, available online) setting out options for Warwick Welcome Week.

12. Any Other Business

13. Next Meeting

TO REPORT:

That the next meeting of the Board will take place on Wednesday 15 February 2017, 2-4pm, room CMR 1.0, first floor, University House.

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/.

14. Dignity at Warwick Event 2016 'Warwick Respects'

TO REPORT:

That the annual University 'Dignity at Warwick' event, focusing on the theme of Respect, will take place on Wednesday 16 November 2016 at various venues across campus, noting that further details will be available online at http://www2.warwick.ac.uk/services/equalops/dignityatwarwick/event2016.

15. Assessment and Feedback

TO REPORT:

That a composite report on timeliness of feedback on assessment submitted in Summer Term 2015-16 across the Faculty of Arts will be considered at the February 2017 meeting of the Board.

~~16. 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 25 October 2016 (paper BFA.2/16-17, to follow).~~

~~17. 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 19 October 2016 (paper BFA.3/16-17, to follow).~~

16. Faculty of Arts Lunches in 2016-17

TO REPORT:

That the future Faculty of Arts lunches in the academic year 2016-17 would be held on the following dates:

(a) Autumn term: Monday 31 October 2016 at 12.30pm, in room CMR 1.0, first floor, University House;
(b) Spring term: Wednesday 15 February 2017 at 12noon, in room CMR 1.0, first floor, University House;
(c) Summer term: Thursday 18 May 2017 at 12noon, in the Council Chamber, first floor, **Senate House**.

17. Dates of 2016-17 Board Meetings

TO REPORT:

That future meetings of the Board of the Faculty of Arts in the academic year 2016-17 would be held on the following dates:

(a) Wednesday 15 February 2017, 2pm, in room CMR 1.0, first floor, University House;
(b) Thursday 18 May 2017, 10am, in the Council Chamber, first floor, **Senate House**.

29/10/16 MM
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