

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 17 February 2016** at **2.00pm** in the Council Chamber, Senate 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, Clair Henrywood via artsfacultyboard@warwick.ac.uk.

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

STRATEGIC ITEM FOR DISCUSSION

Consumer Protection Law for Higher Education **1.00pm**

TO RECEIVE:

An update from the Assistant Registrar (Teaching and Learning) on the progress of the University's activities in response to guidance issued by the Consumer and Markets Authority in Spring 2015.

A G E N D A

MATTERS FOR CONSIDERATION BY THE BOARD

1. Conflicts of Interest **2.00pm**

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. Minutes

TO CONSIDER:

The minutes of the meeting of the Board of the Faculty of Arts held on 11 November 2015 (available online).

3. Matters arising on the Minutes

- (a) TeachHigher (minute 6d/15-16 refers)

TO RECEIVE:

An oral report from the Chair regarding any comments on the 'In-sessional Teaching Payroll' project received from members following the last meeting.

4. Chair's Business

- (a) Humanities Building
(b) Heads of Departments' Working Groups
(c) Faculty Website

5. Changes to the Disabled Student Allowance and Institutional Response **2.30pm**

TO RECEIVE:

An update from paper outlining the institutional response to changes to the Disabled Student Allowance, BFA.08/15-16 ([available online](#)).

6. Proposal to Rename the Faculty of Medicine **2.45pm**

TO CONSIDER:

A proposal from the Registrar to change the name of the Faculty of Medicine to the Faculty of Health and a change to the constitution of the Board of the Faculty, as set out in paper BFA.09/15-16 ([available online](#)).

7. First Year Undergraduate Mentoring Scheme: Statement of Good Practice Proposal **2.50pm**

TO CONSIDER:

A paper setting out a proposal for a peer-to-peer mentoring scheme statement of good practice for first year undergraduates in the Faculty of Arts (paper AUSC.26/15-16 (revised), [available online](#)).

8. Proposed Statement of Expected Behaviour for Students **3.05pm**

TO RECEIVE:

- (a) A paper outlining a proposed Statement of Expected Behaviour for Students, developed following the approval of the Student Discipline Framework by Senate in October 2015, as set out in paper BFA.10/15-16 ([available online](#)).
(b) An oral report from the Chair of the Faculty of Arts Undergraduate Studies Committee outlining feedback canvassed from the Committee on the Proposed Statement of Expected Behaviour for Students.

- (c) An oral report from the Chair of the Faculty of Arts Graduate Studies Committee outlining feedback canvassed from the Committee on the Proposed Statement of Expected Behaviour for Students.

TO CONSIDER

The Board of the Faculty of Art's response to the Proposed Statement of Expected Behaviour for Students, and feedback reported from its sub-committees.

9. Items from the Faculty of Arts Undergraduate Studies Committee **3.25pm**

TO RECEIVE:

An oral report from the Chair of the Faculty of Arts Undergraduate Studies Committee.

10. Items from the Faculty of Arts Graduate Studies Committee **3.40pm**

TO RECEIVE:

An oral report from the Chair of the Faculty of Arts Graduate Studies Committee.

11. Any Other Business

12. Next Meeting

TO REPORT:

That the next meeting of the Board will take place on Wednesday 31 May 2016, 2-4pm, Council Chamber, **Senate 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/>.

13. Chair's Action

(a) Faculty Representation on the Senate

TO REPORT:

That the Chair of the Board, acting on its behalf, has taken action to recommend that Professor Alison Cooley, Head of Classics and Ancient History, be approved by the Steering Committee to be one of the Faculty of Arts representatives on the Senate until 31 July 2017 (paper BFA.01/15-16 (revised 2) available online).

(b) AGSC Membership

TO REPORT:

That Fiona Farnsworth had been confirmed as the student representative on the Graduate Studies Committee of the Board of the Faculty of Arts (paper BFA.01/15-16 (revised 2) [available online](#))

(c) 2016 Research Showcase

TO REPORT:

That the Chair of the Board, together with the other Faculty Chairs, had agreed to contribute £250 towards the prizes for the 2016 Research Showcase to be held on 8 June 2016 from the Faculty budget.

14. Assessment and Feedback

TO RECEIVE:

- (a) A composite report on timeliness of feedback on assessment submitted in Summer Term 2014-15 across the Faculty of Arts (paper BFA.03/15-16, [available online](#)), noting that the format of the report has changed at the request of the Academic Quality and Standards Committee.
- (b) A composite report on timeliness of feedback on assessment submitted in Autumn Term 2015-16 across the Faculty of Arts (paper BFA.07/15-16, [available online](#)), noting that the format of the report has changed at the request of the Academic Quality and Standards Committee.

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 3 February 2016 (paper BFA.11/15-16, [available online](#)).

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 2 February 2016 (paper BFA.12/15-16, [available online](#)).

18. Report from the Arts Faculty Research Committee

TO RECEIVE:

The unconfirmed draft minutes of the meeting of the Faculty of Arts Research Committee held on 2 December 2015 (paper BFA.13/15-16, [available online](#)).

19. Faculty of Arts Lunches in 2015-16

TO REPORT:

That the future Faculty of Arts lunch in the academic year 2015-16 would be held on the following date:

(a) Summer term: Tuesday 31 May 2016, 12.00-13.00, venue TBC.

20. Dates of 2015-16 Board Meetings

TO REPORT:

That future meetings of the Board of the Faculty of Arts in the academic year 2015-16 would be held on the following dates:

Tuesday 31 May 2016, 14.00-16.00, Council Chamber, **Senate House**.