

UNIVERSITY OF WARWICK

Board of the Faculty of Arts

There will be a meeting of the Board of the Faculty of Arts on **Wednesday 11 February 2015** at **2.00pm** in room R1.13 Ramphal Building.

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/2014-15/2.+February+2015>.

A G E N D A

MATTERS FOR CONSIDERATION BY THE BOARD

1. Minutes

TO CONSIDER:

The minutes of the meeting of the Board of the Faculty of Arts held on 5 November 2015 (available online);

2. 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/>.

3. Matters Arising

(a) Teaching and Learning Building (minute BFA.10/14-15 refers)

TO REPORT:

That the Senior Project Manager for the new teaching and learning building met with a group of Faculty of Arts teaching staff on 10 November 2014 and 24 November 2014, to receive feedback from users of existing University teaching and learning spaces to inform the design of the new building.

- (b) Gender Equality Charter Mark (GEM) (minute BFA.11/14-15 refers)

TO RECEIVE:

- (i) An oral report from the Chair of the Faculty GEM Working Group;
- (ii) An oral report from the Secretary on the eligibility criteria for the new Fellowship scheme for Assistant, Associate and full Professors on teaching and research contracts who are returning from maternity or adoption leave.

- (c) Proposed Amendments to University Ordinance 7 (minute BFA17/14-15 refers)

TO REPORT:

An oral report from the Secretary on the amendments to University Ordinance 7 linked to the constitution of the Board of the Faculty of Arts.

4. Internships and Placements (2.15pm)

TO RECEIVE:

A presentation from the Director of Student Careers and Skills and the Internships Development Manager on Internships and Placements (paper BFA.16/14-15, available online).

5. Chair's Business

TO RECEIVE:

An oral report from the Chair.

6. BA in Liberal Arts

TO RECEIVE:

An oral report from the Academic Director on the progress of the BA in Liberal Arts degree.

7. BASc Global Sustainable Development

TO RECEIVE:

An oral report from the Academic Director on the new BASc Global Sustainable Development degree programmes.

8. Student Representatives' Issues

TO RECEIVE:

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

9. Report from the Chair of the Graduate Studies Committee of the Board of the Faculty of Arts

TO RECEIVE:

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

10. Student Feedback and Complaints Resolution Framework

TO RECEIVE:

An oral report from the Secretary on the new framework for student feedback and complaints resolution, as set out in paper BFA.15/14-15 ([available online](#)).

11. University Research Centres (3.15pm)

Centre for Television History, Heritage and Memory Research

TO CONSIDER:

A request from the Department of Film and Television Studies to establish a new Centre for Television History, Heritage and Memory Research, as set out in paper RC.20/14-15 ([available online](#)).

12. Graduate School Update (3.30pm)

TO RECEIVE:

An oral update from the Chair of the Board of Graduate Studies on the following:

- (a) Professional Development for Doctoral Researchers, as set out in papers BGS.26 & 30/14-15 ([available online](#));
- (b) Warwick Collaborative Postgraduate Research Scholarships (WCPRS);
- (c) Annual Report Forms and Postgraduate Research Supervision Records.

13. Faculty of Arts Lunches in 2014-15

TO REPORT:

That the future Faculty of Arts Lunches will take place as follows in 2014-15:

- (a) Spring term: Wednesday 18 February 2015, 12.00-13:30, in CMR 1.0, first floor, University House;
- (b) Summer term: Monday 18 May 2015, 12.00-13:00, in CMR 1.0, first floor, University House.

14. 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.

15. Any Other Business

16. Next Meeting

TO REPORT:

That the final meeting of the Board of the Faculty of Arts in academic year 2014-15 will take place on Monday 18 May 2015, 1.00-3.00pm, in 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/2014-15>.

17. Assessment and Feedback

TO RECEIVE:

A composite report on timeliness of feedback on assessment submitted in Autumn Term 2014-15 across the Faculty of Arts (paper BFA.14/14-15, [available online](#)).

18. Chair's Action

TO REPORT:

That the Chair, acting on behalf of the Board of the Faculty of Arts, approved changes to membership of the Faculty committees and will be recommending to Senate that these change be approved (paper BFA.01a-e(REVISED)/14-15, [available online](#)).

19. Report from the Graduate Studies Committee of the Board of the Faculty of Arts

TO RECEIVE:

The unconfirmed minutes of the meeting of the Graduate Studies Committee of the Board of the Faculty of Arts held on 27 January 2015 (paper BFA.17/14-15, copy to follow on filestore).

20. Report from the Undergraduate Studies Committee of the Board of the Faculty of Arts

TO RECEIVE:

The unconfirmed minutes of the meeting of the Undergraduate Studies Committee of the Board of the Faculty of Arts held on 4 February 2015 (paper BFA.18/14-15, copy to follow on filestore).

MK/05/02/2015
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