

UNIVERSITY OF WARWICK

Board of the Faculty of Arts

There will be a meeting of the Board of the Faculty of Arts on Tuesday 14 November 2017 at 2pm in room CMR 1.0, first floor, University House.

R Sandby-Thomas
Registrar

Note: Questions on agenda 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/2017-18/2017-11-14>

Lunch 12pm to 2pm - Presentations:

12.30pm to 1.15pm: Warwick in London Professor Abhinay Muthoo and Siobhan Benita
1.15pm to 1.45pm: Oral History Network Dr Angela Davis

Note: Restricted business (denoted by an asterisk{) is confidential to members and attendees of BFA*

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 CONSIDER:

A comparison of the proposed harmonised Terms of Reference of the Faculty Boards with the Board's Terms of Reference prior to the Academic Governance Review (BFA.01/17-18, [available online](#)).

3. Membership

TO RECEIVE:

An updated membership of the Board of the Faculty of Arts and its sub-committees for the academic year 2017-18, including nominations to other University Committees (paper BFA.03/17-18, [available online](#)).

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 18 May 2017 ([available online](#)).

6. Matters Arising on the Minutes

TO REPORT:

That there were no matters arising on the minutes from the meeting that will not be considered elsewhere on the agenda as substantial items.

7. Appointment of the New Chair of the Faculty of Arts

TO REPORT:

- (a) That a call for expressions of interest was issued to find a colleague to succeed the current Chair of the Faculty of Arts, Professor Simon Gilson, who will leave the University at Christmas.
- (b) That an interview panel was Chaired by the Provost and the panel comprised:
 - (i) Professor Peter Scott
 - (ii) Professor Maureen Freely
 - (iii) Professor Ben Lockwood
 - (iv) Diana Stonefield
 - (v) Adam Waddingham.
- (c) That the interview panel reached a unanimous decision and the Provost subsequently recommended to the Board of the Faculty of Arts that Professor Penny Roberts be appointed as Chair of the Faculty of Arts from 1 January 2018.

- (d) That members of the Board of the Faculty of Arts received the notification of the recommendation to appoint Professor Penny Roberts by email on 3 October 2017 and were given 24-hours to respond in confidence to the recommendation.

RESOLVED:

- (e) That the Board of the Faculty of Arts unanimously supported the appointment of Professor Penny Roberts as Chair of the Faculty of Arts from 1 January 2018 to 31 July 2021.

8. Chair's Business

- (a) Revised Student Staff Liaison Coordinators Role
(b) NSS Results 2017
(c) Institutional Teaching and Learning Review

9. Faculty Directors of Student Experience

TO RECEIVE:

An oral report from the Chair on the progress of the Faculty Directors of Student Experience appointments.

10. Humanities Building

TO RECEIVE:

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

11. Report from the Arts Education Committee

TO RECEIVE:

An oral report from the co-Chairs of the Arts Education Committee, Professor Penny Roberts and Dr Joanne Lee, together with the unconfirmed minutes from the inaugural meeting held on 24 October 2017 (paper BFA.04/17-18, available online).

TO CONSIDER:

Proposed changes to the membership of the Arts Education Committee (paper BFA.04/17-18, available online).

12. Report from the Arts Faculty Research and Impact Committee (AFRIC)

TO RECEIVE:

An oral report from the Chair of the Arts Faculty Research and Impact Committee, Professor Simon Gilson, and the Research Development Manager, Dr Liese Perrin, together with the unconfirmed minutes from the meeting held on 21 June 2017 (paper BFA.05/17-18, available online).

13. Triennial Review of University Research Centres

TO REPORT:

- (a) That the following Research Centres are due for their triennial review in 2017/18:
 - (i) Centre for the History of Medicine, Professor Roberta Bivins (Category 2);
 - (ii) Centre for Television History, Heritage and Memory Research, Dr Rachel Moseley (Category 3);
 - (iii) Eighteenth Century Centre, Professor Dan Branch (Category 3).
- (b) That the Research Centre Directors and Heads of Department are asked to complete and submit the proforma (BFA.06/17-18, [available online](#)) and submit it to the Secretary of the Board by 12 noon on 30 January 2018 via artsfacultyboard@warwick.ac.uk.
- (c) That Category 2 and Category 3 Research Centres will be considered by the Board of the Faculty of Arts, and that Category 2 Research Centre pro-formas will also be considered by the University Research Committee at its meeting on 20 February 2018.

14. Election of Board Members to the Senate

TO REPORT:

- (a) That following the end of the term of membership on Senate for Professor Dan Branch, Professor Alison Cooley and Professor Nicolas Whybrow, there were three vacancies on Senate for representative members of the Board of the Faculty of Arts, to take effect from 1 October 2017.
- (b) That a call for nominations was issued and four members of the Board of the Faculty of Arts were nominated for the three vacancies:
 - (i) Professor Dan Branch, History (end 31 July 2019)
 - (ii) Professor Catherine Constable, Film and Television Studies (end 31 July 2018)
 - (iii) Professor Cathia Jenainati, School of Cross-Faculty Studies (end 31 July 2020)
 - (iv) Professor Alison Ribeiro de Menezes, School of Modern Languages and Cultures (end 31 July 2020).
- (c) That a period of voting was opened that resulted in a tie in the number of votes for the final vacancy so as per regulation 2.2, paragraph 5, a coin was flipped and this was adjudicated by Professor Mike Shipman, Chair of the Board of the Faculty of Science.
- (d) That the following nominees were appointed to represent the Board of the Faculty of Arts on Senate:
 - (i) Professor Catherine Constable (end 31 July 2018)
 - (ii) Professor Cathia Jenainati (end 31 July 2020)
 - (iii) Professor Alison Ribeiro de Menezes (end 31 July 2020).

- (e) That, following the appointment of Professor Penny Roberts to the role as Chair of the Faculty of Arts, a further vacancy on Senate was identified and members of the Board were asked whether they were in support of automatically appointing Professor Dan Branch to fill this vacancy from January 2018 or whether we should issue a fresh call for nominations.
- (f) That there was unanimous support to automatically appoint Professor Dan Branch to replace Professor Penny Roberts on Senate from 1 January 2018 to 31 July 2019.

RESOLVED:

- (g) That the following members of the Board of the Faculty of Arts be appointed to represent the Board on Senate:
 - (i) Professor Dan Branch, History (from 1 January 2018 to 31 July 2019)
 - (ii) Professor Catherine Constable, Film and Television Studies (from 1 October 2017 to 31 July 2018)
 - (iii) Professor Cathia Jenainati, School of Cross-Faculty Studies (from 1 October 2017 to 31 July 2020)
 - (iv) Professor Alison Ribeiro de Menezes, School of Modern Languages and Cultures (from 1 October 2017 to 31 July 2020).
- (h) That the following members of the Board of the Faculty of Arts will remain as representatives of the Board on Senate:
 - (i) Professor Maureen Freely, English and Comparative Literature Studies (end 31 July 2018)
 - (ii) Professor Sean Hand, Warwick in London/SMLC (end 31 July 2019).

15. Any Other Business

16. Next Meeting

TO REPORT:

That the next meeting of the Board will take place on Tuesday 13 February 2018, 10-12pm, 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/2017-18/2017-11-14>.

17. Chair's Action

TO REPORT:

That on behalf of the Board of the Faculty of Arts, Professor Simon Gilson took Chair's action to approve the proposed memberships of the Board of the Faculty of Arts, its Committees and its representation on other University Committees and recommended these for approval to the meeting of Senate held on 18 October 2017 ([paper BFA.03/17-18 see agendum item 3](#), [available online](#)).

18. Timeliness of Provision of Feedback to Students on Assessed Work

TO CONSIDER:

A composite report on timeliness of feedback on assessment submitted in Summer Term 2016-17 across the Faculty (paper BFA.02/17-18, [available online](#)).

19. Partnerships Committee

TO REPORT:

That the minutes of the meetings of the Partnerships Committee are available online at <https://warwick.ac.uk/committees/partnerships/minutes/>.

20. Academic Quality and Standards Committee

TO REPORT:

That the minutes of the meetings of the Academic Quality and Standards Committee are available online at <http://warwick.ac.uk/committees/agsc/minutes/>.

21. University Education Committee

TO REPORT:

That the minutes of the meetings of the University Education Committee are available online at <https://warwick.ac.uk/committees/ec/minutes/>.

22. Faculty of Arts Lunches in 2017-18

TO REPORT:

That the future Faculty of Arts lunches in the academic year 2017-18 would be held on the following dates:

- (a) Autumn term: Tuesday 14 November 2017 at 12 noon, in room CMR 1.0, first floor, University House;
- (b) Spring term: Tuesday 13 February 2018 at 12 noon, in room CMR 1.0, first floor, University House;
- (c) Summer term: Wednesday 30 May 2018 at 12 noon, in room CMR 1.0, first floor, University House.

23. Dates of 2017-18 Board Meetings and Deadlines for Papers

TO REPORT:

That future meetings of the Board of the Faculty of Arts in the academic year 2017-18 would be held on the following dates, with the deadline for papers for each meeting also noted:

- (a) Tuesday 13 February 2018, 10am - 12pm, in room CMR 1.0, first floor, University House:
 - (i) Deadline for notification of intention to submit a paper: 12 noon, Tuesday 23 January 2018;
 - (ii) Deadline for draft papers to be submitted by: 12 noon, Tuesday 30 January 2018;
 - (iii) Electronic circulation of papers: Tuesday 6 February 2018.
- (b) Wednesday 30 May 2018, 2pm – 4pm, in room CMR 1.0, first floor, University House:
 - (i) Deadline for notification of intention to submit a paper: 12 noon, Wednesday 9 May 2018;
 - (ii) Deadline for draft papers to be submitted by: 12 noon, Wednesday 16 May 2018;
 - (iii) Electronic circulation of papers: Wednesday 23 May 2018.