

UNIVERSITY OF WARWICK
BOARD OF THE FACULTY OF MEDICINE

There will be a meeting of the Board of the Faculty of Medicine on the 6th November 2014 at 10.00am in room A150 of the Medical School Building.

Note: Questions on agendum items or apologies for this meeting should be directed to the Secretary of the Committee, Lara McCarthy on Ext 73111 or the Assistant Secretary, David Lewis on Ext 75770, D.Lewis.1@warwick.ac.uk

Ken Sloan
Registrar and Chief Operating Officer

AGENDA

1 Conflicts of Interest

TO REPORT:

That, should any members or attendees of the Board of the Faculty of Medicine 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.

2 Terms of Reference and Membership

TO REPORT:

(a) Constitution and Membership

The constitution and membership of the following committees within the Faculty of Medicine for the academic year 2014/15:

- (i) Board of the Faculty of Medicine as set out in paper BFM1/14-15 (copy attached).
- (ii) Graduate Studies Committee and Undergraduate Studies Committee of the Faculty of Medicine as set out in paper BFM2/14-15 (copy attached).
- (iii) MB ChB Boards of Examiners as set out in paper BFM3/14-15 (copy attached).
- (iv) Membership of the Fitness to Practice Committee (Regulation 34) as set out in paper BFM4/14-15 (copy attached).
- (v) Membership of the Quality Assurance and Enhancement Group as set out in paper BFM5/14-15 (copy attached). Members are asked to note that a review of quality assurance and enhancement is currently being undertaken and that the membership and remit of QAEG may need to be revised during the academic year 2014/15.
- (vi) That the following will be nominated on behalf of the Board of the Faculty of Medicine to sit on the Student Disciplinary Offences Committee (Regulation 23):

Professor G Hartshorne
Dr C Melville
Dr P McTernan
Professor L Roberts
Mr A Taylor

(vii) Election of Board Members to the Senate

TO REPORT:

That the Senate has six places for representative members of the Board of the Faculty of Medicine appointed by the Board and that continuing representatives (with their term of appointment in brackets) are as follows:

Professor A Clarke (Warwick Medical School (2016))
 Ms Janet Cooper (Warwick Medical School) (2016)
 Professor John Davey (Warwick Medical School) (2015)
 Professor S Kumar (Warwick Medical School) (2017)
 Professor L Roberts (Warwick Medical School) (2017)
 Professor V Zammit (Warwick Medical School) (2015)

That, in accordance with University regulations, the majority of the six Faculty representatives must be Professors and the majority must be Heads of Departments.

(b) Terms of Reference

TO REPORT:

- (i) To regulate, subject to these Statutes and the Ordinances and Regulations and to review by the Senate, the teaching, curricula and examinations in the subjects prescribed for the Faculty.
- (ii) To recommend to the Senate examiners for appointment.
- (iii) 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.
- (iv) To recommend to the Senate Sub-Faculties and Departments to be constituted by the Council.
- (v) To delegate to the Sub-Faculties such matters as are deemed appropriate.
- (vi) To appoint members of the Board of the Faculty to be members of the Senate as provided for under Statute 15.
- (vii) To discharge such other functions as the Senate may from time to time determine.

3 Minutes of the previous meeting

TO CONSIDER:

The minutes of the meeting held on the 20th May 2014 (copy attached). (Also available online at <http://www2.warwick.ac.uk/services/gov/atoz/bfmusc/minutes>)

4 Freedom of Information: Publication Scheme (Senate minute 148/03-04 and Steering Committee minute 89/07-08 refer)

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 Committee are published on the University's Governance website at the following web address: <http://www2.warwick.ac.uk/services/gov/atoz/agsc/minutes/>
- (c) That copies of paper SC 60/07-08 are available from the Secretary on request.

5 Matters Arising

- (a) Physicians Assistants and BSc Health Science and Policy (minutes 26/13-14 (a) and 27/13-14 (b) refer)

TO RECEIVE:

Information from the Pro Dean (Education) on consideration by the Education Strategy Group regarding both potential undergraduate courses.

- (b) New Teaching and Learning Building (minute 28/13-14 refers)
(Approx 10.30am)

TO RECEIVE:

An update from Mr Daniel Gibbons, Senior Project Manager.

6 Chair's Business

TO RECEIVE:

- (a) An update from the Chair on the 2014 National Student Survey Results.
- (b) An update from the Chair regarding the WMS and SLS Reviews.
- (c) An update from the Chair on the review of Dentistry following the Luddy report in summer 2014.

7 Curriculum Review

TO RECEIVE:

An oral report from the Head of the Medical Education Hub on the implementation of year two (Phase II) of the refreshed curriculum and progress with Phase III.

Members are asked to note that information is also available on the following web page: <http://www2.warwick.ac.uk/fac/med/about/cr/about>

8 Undergraduate Studies Minutes

TO CONSIDER:

The minutes of the Board of the Faculty of Medicine Undergraduate Studies Committee meeting held on the 21st October 2014 as set out in papers BFM6/13-14 and MUSC.61/13-14 {revised} (copy attached).

Members are asked to note that decisions are required in relation to a number of items including a recommendation to remove the November re-sit of Finals as from November 2015 and a Revision to the Appeals Process as outlined in Regulation 8.10. (Minute 9/14-15 page 5 refers).

9 Graduate Studies Minutes

TO CONSIDER:

The minutes of the Board of the Faculty of Medicine Graduate Studies Committee meeting held on the 22nd October 2014 as set out in paper BFM7/14-15 (copy attached).

10 Proposed New Research Centre – “Warwick Centre for Predictive Modelling (WCPM)”

TO CONSIDER:

In accordance with the process for the establishment of a new university Research Centre the proposed new “Warwick Centre for Predictive Modelling (WCPM)” as set out in paper RC.16/14-15 (copy attached). The proposed new Centre is a Departmental Research Centre in the School of Engineering.

11 International Funding Opportunities

TO RECEIVE:

Paper BFM8/14-15 (copy attached) presenting and overview of international funding opportunities.

12 The Environment

TO CONSIDER:

Any issues relating to the environment relating to the Faculty and the wider University.

12 Items to be Brought to the Senate

TO CONSIDER:

Any items to be brought to the attention of Senate for consideration.

13 Date of the Next Meeting

TO REPORT:

That the next term meeting of the Board of the Faculty of Medicine will be held on the 16th February 2015 at 2.00pm in room A-030 of the Medical School Building.

The final meeting of the academic year 2014/15 will be held on the 19th May 2015 at 2.00pm in room A-042 of the Medical School Building.