

UNIVERSITY OF WARWICK  
BOARD OF THE FACULTY OF MEDICINE

There will be a meeting of the Board of the Faculty of Medicine on the 7th November 2013 at 10.00am in room GLT4 of the Medical School Building.

**Note: Questions on agenda items or apologies for this meeting should be directed to the Secretary of the Committee, Wendy Coy, [W.E.Coy@warwick.ac.uk](mailto:W.E.Coy@warwick.ac.uk), or the Assistant Secretary, Lara McCarthy on Ext 73111, [Lara.McCarthy@warwick.ac.uk](mailto:Lara.McCarthy@warwick.ac.uk)**

Ken Sloan  
Registrar and Chief Operating Officer

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## 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 2013/14:

- (i) Board of the Faculty of Medicine as set out in paper BFM1/13-14 (copy attached).
- (ii) Graduate Studies Committee of the Faculty of Medicine as set out in paper BFM2/13-14 (copy attached).
- (iii) Undergraduate Studies Committee of the Faculty of Medicine as set out in paper BFM2/13-14 (copy attached).
- (iv) MB ChB Boards of Examiners as set out in paper BFM3/13-14 (copy attached).
- (v) Membership of the Fitness to Practice Committee (Regulation 34) as set out in paper BFM4/13-14 (copy attached).
- (vi) Membership and remit of the Quality Assurance and Enhancement Group as set out in paper QAEG2/13-14 {revised} (copy attached).
- (vii) That the following have been nominated on behalf of the Board of the Faculty of Medicine to sit on the Student Disciplinary Offences Committee (Regulation 23):

Professor G Hartshorne  
Professor N Johnson  
Dr C Melville  
Dr P McTernan  
Mr A Taylor

(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 21<sup>st</sup> May 2013 (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/aqsc/minutes/>
- (c) That copies of paper SC 60/07-08 are available from the Secretary on request.

5 Matters Arising

- (a) Preparations for the REF (minute 26/12-13 (a) refers)

## TO RECEIVE:

Information from the Chair on the continuing preparations for the REF including a report from Professor S Kumar on overall progress.

- (b) Academic Health Services Network (AHSN) (minute 26/12-13 (b) refers)

## TO RECEIVE:

An update from the Chair regarding the AHSN budget, following attendance at a meeting by Dame Julie Moore, a member of the Medicine Faculty Advisory Board in May 2013.

- (c) Research Centre Guidelines (minute 32/12-13 refers)

TO RECEIVE:

Any feedback from the School Secretary, Mrs W Coy on the information about Research Centres following consideration of paper BFM17/12-13 at the May 2013 meeting of the Board of Faculty of Medicine.

- (d) Medical Schools Council (minute 35/12-13 refers)

TO RECEIVE:

Information from the Chair regarding possibilities of WMS providing education and training for local Physicians Assistants following correspondence with Dr Hanslip.

6 Chair's Business

TO RECEIVE:

An update from the Chair on the 2013 National Student Survey Results.

7 Curriculum Review

TO RECEIVE:

An oral report from the Head of the MB ChB on the implementation of year one of the refreshed curriculum and progress with Phases II and 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:

- (a) The minutes of the Board of the Faculty of Medicine Undergraduate Studies Committee meeting held on the 21<sup>st</sup> October 2013 as set out in papers BFM5/13-14 (to follow).

Members are asked to note that decisions may be required in relation to a number of items including:

- (i) A recommendation to a Revision to the Appeals Process as outlined in Regulation 8.10.
- (ii) The new BSc Health Science and Policy
- (iii) Approval "in principle" to support facilitated entry to the MB ChB.

9 Graduate Studies Minutes

TO CONSIDER:

The minutes of the Board of the Faculty of Medicine Graduate Studies Committee meeting held on the 23rd October 2013 as set out in paper BFM6/13-14 (to follow).

10 Proposed New Research Centre – "Centre for Law, Governance and Regulation of Global Economy"

TO CONSIDER:

In accordance with the process for the establishment of a new university Research Centre the proposed new "Centre for Law, Governance and Regulation of Global Economy" as set out in paper RC.12/13-14 (copy attached). The proposed new Centre is a Category III and sits within the Faculty of Social Science.

11 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 24<sup>th</sup> February 2014 at 2.00pm in room A-030 of the Medical School Building.

The final meeting of the academic year 2013/14 will be held on the 20<sup>th</sup> May 2014 at 2.00pm in room GLT4 of the Medical School Building.