

UNIVERSITY OF WARWICK
BOARD OF THE FACULTY OF MEDICINE

There will be a meeting of the of the Board of the Faculty of Medicine on the 10th November 2011 at 2.00pm in A-011 of the Medical Teaching Centre

Note: Questions on agendum items or apologies for this meeting should be directed to the Secretary of the Committee, Wendy Coy, W.C.Coy@warwick.ac.uk or the Assistant Secretary Lara McCarthy on Ext 73111, Lara.McCarthy@warwick.ac.uk

Jon Baldwin
Registrar

AGENDA

1 Term 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 2011/12:

- (i) Board of the Faculty of Medicine as set out in paper BFM1/10-11 (copy attached).
- (ii) Graduate Studies Committee of the Faculty of Medicine as set out in paper BFM2/10-11 (copy attached).
- (iii) Undergraduate Studies Committee of the Faculty of Medicine as set out in paper BFM2/10-11 (copy attached).
- (iv) MB ChB Boards of Examiners as set out in paper BFM3/11-12 (copy attached).
- (v) Revisions to the Membership of the Fitness to Practice Committee (Regulation 34) as set out in paper BFM4/11-12 (copy attached).

TO CONSIDER:

A proposal to have cross-representation from other West Midlands Deanery Medical Schools (Birmingham and Keele) on the University of Warwick Fitness to Practice Committee with the aim of promoting consistency of decisions between Schools. The Board is asked to consider whether as a step towards full representation that observation of other the FtP Committee in other Schools is acceptable as a starting point.00

(b) Terms of Reference

That paragraph 4 of Statute 21 stated that the Board of each Faculty would have the following powers and functions:

- (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 19.
- (vii) To discharge such other functions as the Senate may from time to time determine.

2 Minutes of the previous meeting

TO CONSIDER:

The minutes of the meeting held on the 31st May 2011 (copy attached). (also available online at <http://www2.warwick.ac.uk/services/gov/atoz/bfmusc/minutes>)

3 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.

4 Matters Arising

- (a) Preparations for the REF (minute 27/10-11 (a) refers)

TO RECEIVE:

Information from the Chair on the continuing preparations for the REF including a report from Professor S Stewart Brown on progress with the review of health service research papers following discussions with Professor S Kumar.

- (b) Changes to Fees, Student Finance and Widening Participation (minute 27/10-11 (c) refers)

TO RECEIVE:

Information from the Chair and the Pro Dean (Education) following a meeting with the Academic Registrar and members of the central University administration on widening participation and fee structure issues.

- (c) Chair's Business: (minute 28/10-11 (a) refers)

TO RECEIVE:

A final update from the Chair regarding the completion of the WMS Re-Structure

- (d) Vision 2015 (minute 28/10-11 (d) refers)

TO RECEIVE:

An oral update from the Chair on the updated Vision 2015 document and Medical School strategy.

- (e) Proposed Revisions to Regulation 8.10 (minute 30/10-11 refers)

TO REPORT:

That the revisions to Regulation 8.10 for the 2011 MB ChB cohort as set out in paper BFM15/10-11 need to be referred for approval to Senate and Council.

TO RECOMMEND: (to the Senate)

That the revision to Regulation 8.10 for the 2011 MB ChB cohort as set out in paper BFM15/10-11 be approved.

5 Chair's Business

- (a) Institutional Review

- (b) General Medical Council Visit November 2011

6 Development of Hispanic Studies Unit

TO CONSIDER:

A paper from the Chair of the Faculty of Arts seeking approval for the creation of Hispanic Studies and a Sub Faculty of Modern languages, noting that, at its meeting on 5 October 2011, the University Senate approved proposals from the Deputy Vice –chancellor and Chair of Faculty for the formation of an Hispanic Studies Unit and a Sub Faculty of Modern languages as set out in paper papers BFA1/11-12 and S.4/11-12 (copy attached).

7 Curriculum Review

TO REPORT:

On progress with the Curriculum Review

TO RECEIVE:

The Curriculum Review revised course paperwork which was recommended to the Board of Undergraduate Studies and the Academic Quality and Standards Committee at the 12th October 2011 Undergraduate Studies Committee meeting – see minute 5/11-12 of paper BFM6/11-12 (agenda item 8 below).

Papers MUSC5/11-12, MUSC6/11-12, MUSC7/11-12, MUSC8/11-12, MUSC9/11-12 and MUSC10/11-12 attached for information.

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. The Environment

TO CONSIDER:

A paper from the WMS Environment Champion, Mrs W Coy, on proposals to follow up on the recommendations made in paper BFM16/10-11 (previously circulated). (minute 32/10-11 refers) as set out in paper BFM5/11-12 (copy attached).

4

9 Undergraduate Studies Minutes

TO CONSIDER:

The minutes of the Board of the Faculty of Medicine Undergraduate Studies Committee meeting held on the 12th October 2011 as set out in paper BFM6/11-12 (copy attached).

10. Graduate Studies Minutes

TO CONSIDER:

The minutes of the Board of the Faculty of Medicine Graduate Studies Committee meeting held on the 26th October 2011 as set out in paper BFM7/10-11 (copy attached).

11 Items to be Brought to the Senate

TO CONSIDER:

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

12. 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 20th February 2012 at 2.00pm in room A-011 of the Medical School Building.

The final meeting of the academic year 2011/12 will be held on the 25th May 2012 at 10.00am in room A-011 of the Medical School Building.