

UNIVERSITY OF WARWICK

BOARD OF THE FACULTY OF MEDICINE

There will be a meeting of the Board of the Faculty of Medicine on the 15th November 2010 at 2.00pm in room 009/011 of the Medical Teaching Centre, Gibbet Hill campus.

Jon Baldwin
Registrar

Note: Questions on agendum items or apologies for this meeting should be directed to the Acting Secretary of the Committee Mrs Lara McCarthy (ext 73111).

AGENDA

1. Constitution, Membership and Terms of Reference

TO REPORT:

(a) Constitution and Membership

The constitution and membership of the following committees within the Faculty of Medicine for the academic year 2010/11:

- (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) The Admissions Steering Group as set out in paper ASG1/10-11 (copy attached).
- (v) The Phase I and Phase II Boards of Examiners as set out in paper BFM3/10-11 (copy attached).
- (vi) The Academic Progress Group as set out in paper BFM4/10-11 (copy attached).

TO CONSIDER:

A request from the Senior Assistant Registrar (Teaching Quality) to confirm the appointment of two members of WMS staff to the University E-Learning Steering Group noting that in the past the Chair of the Faculty of Medicine IT Committee, Professor D Singer and the Reader E-Learning, Dr David Davies have previously attended on behalf of the Faculty of Medicine.

(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 1st September 2010 (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) Life Sciences (minute 47/09-10 (a) refers)

TO RECEIVE:

An update from the Chair on the establishment of the new School of Life Sciences.

- (b) NSS 2010 results (minute 47/09-10 (b) refers)

TO CONSIDER:

The results of the NSS 2010 results including a paper from the Pro Dean (Education) on possible courses of action to be taken as set out in paper MUSC1/10-11 (copy attached).

- (c) Preparations for the REF (minute 47/09-10 (c) refers)

TO RECEIVE:

Information on the continuing preparations for the REF.

5 Chair's Business:

- (a) WMS Re-structure (minute 48/09-10 refers)

Meeting to be joined by the Deputy Vice Chancellor and the Registrar for the following two items at approximately 4.00pm

- (b) Browne Report
- (c) Comprehensive Spending Review

6 IT Account Management Project

TO RECEIVE:

A report from Mr James Farnhill, Project Manager for the IT Account Management Project.

7 Curriculum Review

TO REPORT:

On the progress of the MB ChB Curriculum Review.

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 report from Professor G Hundt on the “green audit” conducted in June 2009. (minute 39/09-10 refers)

9 Undergraduate Studies Minutes

TO RECEIVE:

The minutes of the Board of the Faculty of Medicine Undergraduate Studies Committee meeting held on the 20th October 2010 as set out in paper BFM5/10-11 (copy attached).

10 Graduate Studies Minutes

TO RECEIVE:

The minutes of the Board of the Faculty of Medicine Graduate Studies Committee meeting held on the 27th October 2010 as set out in paper BFM6/10-11 (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 meeting of the Board of the Faculty of Medicine will be held on the 21st February 2011 at 2.00pm in room A011 of the Medical School Building.

The summer term meeting of the Board of the Faculty of Medicine will be held in on the 31st May 2011 at 10.00am in room A011 of the Medical School Building.