

UNIVERSITY OF WARWICK

BOARD OF THE FACULTY OF MEDICINE

Minutes of the meeting of the Board of the Faculty of Medicine held on the 21<sup>st</sup> February 2011.

Present: Professor P Winstanley (Chair), Dr C Blackburn, Professor J Davey, Professor C Harrison, Professor N Johnson, Dr J Kidd, Dr P O'Hare, Professor I Philp, Professor N Stallard, Dr C Stein, Professor S Stewart-Brown, Professor M Underwood, Professor S Weich, Professor V Zammit  
Apologies: Professor P Abrahams, Dr A Adams, Ms J Cooper, Professor F Griffiths, Dr P Handslip, Professor G Hundt, Professor J Thistlethwaite  
In Attendance: Mrs W coy; Mrs L McCarthy

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**MINUTES**

- 13/10-11 Minutes of the previous meeting  
RESOLVED:  
That the minutes of the meeting held on the 15<sup>TH</sup> November 2010 be approved.
- 14/10-11 Matters Arising
- (a) Preparations for the REF (minute 4/10-11 (c) refers)  
RECEIVED:  
Information from the Chair on the continuing preparations for the REF including the one to one meetings being held with staff in order to provide the necessary support to maximise papers being of the required standard.
- (b) IT Account Management Project (minute 6/10-11 refers)  
RECEIVED:  
Information from the Secretariat following discussions at the November 2010 meeting on e-mail capacity for staff following the implementation of the new systems, it being noted that the limits set for "sent mail" were unlikely to be exceeded by academic or support staff.
- (c) Election of Life Sciences Representatives  
RECEIVED:  
Information from the Secretariat regarding representatives from the School of Life Sciences on the Board of the Faculty of Medicine.  
RESOLVED:  
That the School Secretary be asked to contact her equivalent in the School of Life Sciences in order to facilitate the Board of the Faculty membership requirements in time for the next meeting.
- 15/10-11 Decisions Made Concerning Faculty of Medicine Issues  
Regulation 8.10 and Regulation 8.12  
REPORTED:

That the Academic Quality and Standards Committee, at its 3<sup>rd</sup> February 2011 meeting reported a possible inconsistency had been identified between two separate sections of regulation 8 (Regulations for First Degrees) by the Warwick Medical School, and that it had been identified that an additional note to clarify the situation with regard to academic appeals for the MB ChB programme might be required; (minute 46/10-11 refers).

The AQSC considered a proposal from the Examinations Section of the Academic Office to add an additional note to regulation 8.12 (Governing appeals relating to decisions of final-year undergraduate boards of examiners), as follows (additions underlined),

8.12 Regulations Governing Appeals Relating to Decisions of Final-year Undergraduate Board of Examiners

Note: Appeal procedures relating to the MB ChB degree are governed by Regulation 8.10 and those relating to undergraduate non-degree courses by Regulation 39.

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and that this was recommended to the Senate for approval.

16/10-11 Chair's Business:

(a) WMS Re-structure (minute 5/10-11 refers)

RECEIVED:

From the Chair an oral report on progress with the re-structure including progress with the five divisional manifestos. Members were asked to note that each division would be assigned a teaching quota and that full details of progress to date would be given at the next Departmental meetings due to be held on the 8<sup>th</sup> and 10<sup>th</sup> of March 2011.

(b) Vision 2015

RECEIVED:

An oral update from the Chair noting that the Research Strategy Group and the Education Strategy Group would be asked to consider the Medical School response to the revise document.

(c) Faculty Advisory Board

RECEIVED:

An oral update from the Chair following the 14<sup>th</sup> February 2011 meeting of the Faculty Advisory Board, it being noted that:

(i) The new Chair, Professor G Fitzgerald is from the University of Pennsylvania .

(ii) Nominations for new members, to replace those whose term of office has come to an end, would be made to the vice Chancellor following the Board of the Faculty of Medicine meeting.

(iii) It had been agreed that the focus of the membership needed to shift slightly in order to pursue new directions of travel for the Medical School.

(iv) The next meeting of the Faculty Advisory Board would be held on the 7<sup>th</sup> November 2011.

Changes to Fees, Student Finance and Widening Participation

## CONSIDERED:

An introduction from the Deputy Registrar, ms N Owen and a discussion paper on changes to fees, student finance and widening participation, SC.259/10-11.

The members of the Board noted the following:

- (a) That the Warwick submission to OFFA was required in early April 2011.
- (b) That the feedback received to date pinpointed that students charged an increased fee were more likely to inform the University of their experiences (both positive and negative) and reflect this in the National Student Survey and other places e.g. referrals to friends, social net working sites.
- (c) That Warwick would seek to prioritise the whole student experience but that personal tutoring, providing courses that lead to increased employability and the campus environment (teaching and social space) would be key to maintaining positive relationships and feedback.
- (d) That a highly differentiated fees structure was unlikely however part time provision and specialist access course i.e 2+2 may be targeted for lower fees in order to widen access.
- (e) That any fee over £6k would have to include a fee element that “reinvested” into the national bursary scheme.
- (f) That outreach activities would need to be embedded within Departments.
- (g) That the majority of MB ChB students were already in debt on their arrival at Warwick due to either previous degree student loans or other family commitments (mortgage and dependents being prime examples) as the course is graduate entry only.
- (h) That outreach and widening participation agendas are difficult for the MB ChB programme to fulfil as the pool of applicants have already studied at a University to gain their entry requirements.
- (i) That there is a hidden cost to the course which can amount to between £1-2k as the students are required to complete a period of “elective” study and whilst this does not have to be overseas the majority of students take the opportunity to view another countries health service for a period of up to six weeks in their third year.

## RESOLVED:

- (i) That Professor S Stewart-Brown be asked to write a scoping paper on the possibilities of enhancing the student experience at Warwick Medical School.
- (ii) That the School of Life Sciences and the Medical School should consider working more closely together at the undergraduate level in an attempt to widen access to the MB ChB course.

- (iii) That the Admissions Steering Group, as part of its work with the Curriculum Review Steering Group, be asked to consider how the MB ChB intake could be broadened, for example recruitment of current healthcare professionals.
- (iv) That the Education Strategy Group be asked to liaise with the central University admissions team to investigate the “Pathways” programmes already established in several Departments including Law.

18/10-11 IT Services Strategy Overview

CONSIDERED:

The IT Services Strategy Overview, paper IPSC.05/10-11.

RESOLVED:

That any comments be passed to the Chair by Friday 25<sup>th</sup> February 2011.

19/10-11 Role of the Faculty Chair: Proposed Changes Post-Harris

RECEIVED:

The proposed changes to the role of the Faculty Chair, as set out in paper BFM7/10-11.

20/10-11 Curriculum Review

REPORTED: (By the Pro Dean (Education) and Director MB ChB)

On the progress of the MB ChB Curriculum Review as detailed in the Undergraduate Studies Committee January 2011 minutes including the number of cases currently first and second authored and how admissions to the course might be affected.

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

RESOLVED:

- (a) That thanks be extended to Professor Jill Thistlethwaite for the work done thus far on the curriculum review as she would be leaving Warwick Medical School for a new post in Australia in March 2011.
- (b) That the role of the Director of the Education Development and Research Team would have a major time element devoted to the MB ChB curriculum review.
- (c) That a strong academic culture was needed in the local NHS in order that clinicians could make a significant contribution towards the new curriculum; this may be advanced through the formal introduction of “Clinical Academic Leadership” roles currently being considered by the Medical School.

21/10-11 The Environment

REPORTED:

That the report from Professor G Hundt on the “green audit” conducted in June 2009. (minute 39/09-10 refers) was still not available for review by the Board.

RESOLVED:

That the School Secretary and Professor C Harrison be asked to ensure that the report was available for discussion by the Board at the May 2011 meeting.

22/10-11 Undergraduate Studies Minutes

RECEIVED:

The minutes of the Board of the Faculty of Medicine Undergraduate Studies Committee meeting held on the 24<sup>th</sup> January 2011 as set out in paper BFM8/10-11.

23/10-11 Graduate Studies Minutes

RECEIVED:

The minutes of the Board of the Faculty of Medicine Graduate Studies Committee meeting held on the 2<sup>nd</sup> February 2011 as set out in paper BFM9/10-11.

24/10-11 Items to be Brought to the Senate

CONSIDERED:

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

RESOLVED:

That there were no items to be brought to the attention of the Senate for consideration.

25/10-11 Date of the Next Meeting

REPORTED:

That the summer term meeting of the Board of the Faculty of Medicine would be held on the 31<sup>st</sup> May 2011 at 10.00am in room A011 of the Medical School Building.