

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 2006 at 2.00pm in room 0.41 of the Medical School Building at the University of Warwick.

Ms C E Charlton
University Secretary

Note questions on agendum items or apologies for this meeting should be directed to the Secretary to the Board Dr Michael Glover (Michael.Glover@warwick.ac.uk) or the Assistant Secretary Lara McCarthy (Lara.McCarthy@warwick.ac.uk)

AGENDA

1. Remit and Membership of the Board of the Faculty of Medicine

TO REPORT:

That paragraph (4) of Statute 21 states that the Board of each Faculty will have the following powers and functions:

- a. to regulate, subject to these Statutes and the Ordinances and Regulations and to review by the Senate, the teaching, research, curricula and examinations in the subjects prescribed for the Faculty;
- b. to recommend to the Senate examiners for appointment;
- c. 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;
- d. to recommend to the Senate Sub-Faculties and Departments to be constituted by the Council;
- e. to delegate to the Sub-Faculties such matters as are deemed appropriate;
- f. to appoint members of the Board of the Faculty to be members of the Senate as provided for under Statute 19;
- g. to discharge such other functions as the Senate may from time to time determine.

TO CONSIDER:

The membership of the Board of the Faculty of Medicine for 2006/07 as set out in paper BFM1/06-07 (copy attached), including:

- (i) A nomination from Professor S Stewart Brown for a member of staff from the Health Sciences Research Institute to serve as a member of staff elected by and from WMS.
- (ii) A nomination from Professor E Peile for a member of staff from the Institute of Clinical Education to serve as a member of staff elected by and from WMS.

TO RECEIVE:

- (iii) An oral report from the School Secretary on the agreement, or otherwise of Professor S Singh, Professor A Szczepura and Dr A Gumba if they would be interested in serving on the University Equality and Diversity Committee.

2. Minutes

TO CONSIDER:

The minutes of the meeting of the Board of the Faculty of Medicine held on the 22nd May 2006 (copy attached).

3. Matters Arising on the Minutes

- (a) Accommodation Matters (minute 32/05-06 b. i. refers)

TO RECEIVE:

An oral report from the School Secretary regarding the continuing negotiations between Leicester Medical School and Warwick Medical School to establish a service level agreement that will secure Dissection Room facilities for the 4 year MB ChB students based at Warwick for the academic year 2006/07.

- (b) Teaching Evaluation Report (minute 32/05-06 e. refers)

TO RECEIVE:

- (i) An oral report from the Associate Dean (Teaching) and the Phase I Co-ordinator regarding progress made with the Deanery on the funding possibilities of 2 year teaching appointments for clinical staff, it being noted that as from August 2006 the MB ChB programme would only have 3 SHO grade staff plus 2 SpRs.

- (ii) An oral report from Dr P O'Hare regarding contact with Professor S Field, the Postgraduate Dean, regarding the adverts relating to the Walport posts and the Educational Fellows.

- (c) Medical School Restructuring (minute 32/05-06 f. refers)

TO RECEIVE:

An oral report from Professor Peile regarding contact made with Professor S Kumar on the Reader in Inter-Professional Learning post.

- (d) Singapore (minute 32/05-06 g. refers)

TO RECEIVE:

An oral report from Professor Peile regarding the proposed Memorandum of Understanding between the Education Development Board (Singapore) and the Warwick Institute of Education.

- (e) School Management Team (minute 32/05-06 h. iii. refers)

TO RECEIVE:

An oral report from the Associate Dean (Teaching) regarding the finalisation of the Service Level Agreements between WMS Institutes.

- (f) Curriculum Committee (minute 32/05-06 refers)

TO RECEIVE:

An oral report from the Assistant Registrar regarding the University of Warwick regulations on the admission of dentists.

- (g) GMC (minute 33/05-06 b. refers)

TO RECEIVE:

An oral report from the Associate Dean (Teaching) on the précis, for each Warwick cohort, of the new 2006/07 Codes of Practice and new set of regulations.

4. Chair's Business

- (a) Undergraduate and Postgraduate Enrolments

TO CONSIDER:

The University's existing policy on undergraduate and overseas student recruitment with regard to:

- (i) the incentivisation for departments and the need for further guidance on transparent accounting
- (ii) recruitment and admissions procedures

- (b) Research Grant and Contract Income (Steering minute 19/06-07 9th October 2006 refers)

TO CONSIDER:

The need to significantly increase the number of research grants and contract income across the University.

- (c) RCN Research Unit

TO CONSIDER:

The move of the RCN Research unit to the University of Warwick.

5. Academic Progress Group

TO CONSIDER:

The membership and remit of the Warwick Medical School MB ChB Academic Progress Group as set out in paper BFM2/06-07, section 3.2 (copy attached).

6. Fitness to Practise Committee

TO RECEIVE:

An oral report from the School Secretary regarding the establishment of the Warwick Fitness to Practise Committee.

7. Admission Steering Group

TO CONSIDER:

- (a) The minutes of the Admissions Steering Group meeting held on the 6th July 2006 as set out in paper BFM3/06-07 (copy attached).
- (b) The membership and remit of the Admissions Steering Group for the academic year 2006/07 as set out in BFM4/06-07 (copy attached).

(c) Admissions criteria for the MB ChB for 2007 entry.

8. Graduate Studies Committee

TO CONSIDER:

The minutes of the Graduate Studies Committee meeting held on the 24th November 2006 as set out in paper BFM5/06-07 (copy attached).

9. Quality Assurance and Enhancement Group

TO CONSIDER:

(i) The minutes of the Quality Assurance and Enhancement Group meeting held on the 14th June 2006 as set out in paper BFM6/06-07 (to follow).

(ii) An oral report, from the Director of Quality assurance on the progress of the paperwork and arrangements associated with the Department Review due to take place between the 4th-6th December 2006.

(iii) An oral report from the Associate Dean (Teaching) on the progress of the production of the MB ChB Annual Course Review 2005/06.

10. Information Group

TO CONSIDER:

The minutes of the meeting of the Information Group held on the 13th July 2006 as set out in paper BFM7/06-07 (copy attached).

11. Staff Student Liaison Committee

TO RECEIVE:

The draft minutes of the MB ChB SSLC meeting held on the October 2006 as set out in paper BFM8/06-07.

12. Date of Next Meeting

TO REPORT:

That the meetings for the Board of the Faculty of Medicine for the academic year 2006/07 will be as follows:

12th February 2007 2.00pm

29th May 2007 2.00pm

Faculty of Medicine Lunches will be held as follows:

Wednesday 15th November 2006 - 12 noon

Wednesday 21st February 2007 – 12 noon

Wednesday 6th June 2007 – 12 noon