

UNIVERSITY OF WARWICK
BOARD OF THE FACULTY OF MEDICINE

There will be a meeting of the Board of the Faculty of Medicine on the 21st May 2013 at 2.00pm in room A-039 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, or the Assistant Secretary, Lara McCarthy on Ext 73111, Lara.McCarthy@warwick.ac.uk

Ken Sloan
Registrar and Chief Operating Officer

AGENDA

1 Minutes of the previous meeting

TO CONSIDER:

The minutes of the meeting of the Board of the Faculty of Medicine held on the 18th February 2013 (copy attached).

2 Matters Arising

- (a) Preparations for the REF (minute 15/12-13 (b) refers)

TO RECEIVE:

Information from the Pro Dean (Research) Chair on the continuing preparations for the REF.

- (b) Academic Health Science Network (AHSN) (minute 15/12-13 (c) refers)

TO RECEIVE:

An update from the Chair following the February 2013 interviews.

- (c) Global Research Priorities (minute 5/12-13 (d) refers)

TO RECEIVE:

An update from the Pro Dean (Research) on any further bids made.

3 Membership 2013/14

TO CONSIDER:

- (i) Membership of the Board of the Faculty of Medicine 2013/14 as set out in paper BFM11/12-13 (copy attached).
- (ii) Membership of the Undergraduate Studies Committee and the Graduate Studies Committee of the Board of the Faculty of Medicine as set out in paper BFM12/12-13 (copy attached).

- (iii) Senate Membership

TO REPORT:

- (a) That the continuing members of the Senate appointed by the Board of the Faculty of Medicine are as follows:

Dr A Adams (Warwick Medical School) (2015)
Professor J Davey (Warwick Medical School) (2015)
Professor N Johnson (Warwick Medical School) (2015)

Dr J Kidd (Warwick Medical School) (2014)
 Professor V Zammit (Warwick Medical School) (2015)

- (b) That there will be one vacancy for members of the Board of the Faculty of Medicine to represent the Board on the Senate for the period 1st August 2013 to 31st July 2016 arising from the end of term of office of Professor N Stallard.

TO CONSIDER:

In accordance with University Regulation 2.2 on Annual Elections, the election of one member of the Senate from the membership of the Board of the Faculty of Medicine for 2013/14 to serve for the period from 1st August 2013 to 31st July 2016.

Nominations must come from among the 2013/14 membership of the Board of the Faculty of Medicine. Any member of the Board of the Faculty is eligible to be appointed to represent the Board on the Senate, provided that, in accordance with the provisions of Statute 19(1), the majority of the representatives appointed by the Board shall be Professors and Heads of Departments. Candidates must be nominated and seconded by members of the Board, with the written consent of the nominee.

If more than one nomination is received, we will hold a ballot of members of the Board at the meeting on the 21st May 2013.

- (iv) Membership of University Committees as listed below:

Board of the Faculty of Arts – Ms J Cooper

Board of the Faculty of Social Science – **one** required

Board of the Faculty of Science – Professor J Davey

Board of Graduate Studies – Dr J Kidd and **TBC** on appointment of Head of Research Degrees

Board of Undergraduate Studies – Professor N Johnson and Dr C Melville

Equality and Diversity Committee – (recommend to Senate) - Ms D Markham and **TBC**

CFDLSC – Ms J Cooper and Ms A Quinn

Graduate Appeals Committee – **five** required

Ms Jan Cooper, Dr J Paul O'Hare, **TBC**, Professor Donald Singer

Information and Policy Strategy Committee – Professor D Singer

Investigating Committee into Cases of Suspected Cheating Panel - (recommend to Senate)

Dr David Davies, Dr Anne Green, **TBC**, Dr Jane Kidd, Dr Carolyn Rodgers

Panel for the Committee on the Admission of Students to Courses of Study – (recommend to Senate) – Dr D Davies and Dr J Kidd

University Health and Safety Committee – Dr D Mitchell

E-Learning Steering Group – Professor D Singer and Dr D Davies

- (v) Membership of the Fitness to Practice Committee (Regulation 34) as set out in paper BFM13/12-13 (copy attached).

- (vi) Nominations to the Faculty Advisory Board 2013/14 as discussed at the Faculty Advisory Board held on the 20th May 2013.

4 Chair's Business

5 Draft University Widening Participation Strategy

TO CONSIDER:

A paper from the Pro-Vice-Chancellor for Education (Innovation, Employability and Widening Participation), Senior Assistant Registrar (Outreach) and Senior Assistant Registrar (Strategy and Change) setting out the draft University Widening Participation Strategy (BFM14/12-13, copy attached).

6 Curriculum Review

TO RECEIVE:

Information from the Head of the MB ChB and the Head of Education and Development on progress with the 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>

7 Undergraduate Studies Committee Minutes

TO REPORT:

- (a) On progress with the recommendation to Senate to revise Regulation 9 as it relates to the membership of the Boards of Examiners in the refreshed curriculum 2013 onwards as set out in paper MUSC11/12-13 {revised} (copy previously circulated).
- (b) That the updated BMedSci pass degree specification had been sent to AQSC for approval.
- (c) Update on the recommendation from the Undergraduate Studies Committee and the Board of the Faculty of Medicine, to the Senate, to put in place a new Regulation 8.10 as set out in paper MUSC36/12-13 {revised} (copy previously circulated).
- (d) The recommendation from the Undergraduate Studies Committee, to the Board of Undergraduate Studies, to approve paper MUSC52/12-13 which set out proposals for an intercalated Masters within the refreshed MB ChB (copy attached).

TO CONSIDER:

- (e) The minutes of the Board of the Faculty of Medicine Undergraduate Studies Committee meeting held on the 8th May 2013 as set out in paper BFM16/12-13 (copy attached).
- (f) The four week turnaround time in relation to MB ChB particularly arrangements in place for the return of Elective Reports to third year students.

8 Graduate Studies Minutes

TO CONSIDER:

- (a) The minutes of the Board of the Faculty of Medicine Graduate Studies Committee meeting held on the 7th May 2013 as set out in paper BFM16/12-13 (copy attached).

4

(b) Four week turnaround time in relation to postgraduate education.

9 Research Centre Guidelines

TO RECEIVE

Updated information for the establishment and monitoring of Research Centres as set out in paper BFM17/12-13 (copy attached). Members are asked to note that the paper contains information on actions the Research Committee has taken in the past year; the list of current official University Research Centres is also attached.

10 The Environment

TO CONSIDER:

Any issues relating to the environment relating to the Faculty and the wider University including an update from the Secretary regarding car parking ratios at Gibbet Hill in comparison to the areas of the campus.

11 Date of the Next Meeting

TO REPORT:

That the next meeting of the Board of the Faculty of Medicine will be sent to relevant members of staff in late August/early September once the University Committee timetable is finalised.