

UNIVERSITY OF WARWICK

Board of the Faculty of Medicine

A meeting of the Board of the Faculty of Medicine will be held on **31 October 2016 from 1400 to 1600 hours in GLT3 in the Medical School.**

Note: No paper copies of the agenda will be sent out to members and committee papers can be accessed at: <https://files.warwick.ac.uk/boardoffacultyofmedicine/browse#BFM/311016>

Any enquiries or apologies from members of the Board of Faculty of Medicine should be directed to the Secretary, Claudia Gray (ext. 24812 or BFM@warwick.ac.uk).

R Sandby-Thomas
Registrar

A G E N D A

MATTERS FOR CONSIDERATION BY THE BOARD

Notes: *The following items and reports are for consideration at the meeting.*

Restricted business (denoted by an asterisk {}) is confidential to members and attendees of the Faculty Board of Medicine.*

1. Apologies and Conflicts of Interest

TO REPORT:

That, should any members or attendees of the Faculty Board of Medicine have any conflicts of interest relating to agenda items for the meeting, they should be declared in accordance with the CUC Guide for Members of Higher Education Governing Bodies in the UK, available online from <http://www.hefce.ac.uk/pubs/year/2009/200914/>.

2. Freedom of information

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 Board are published on the University's Governance website at:
<http://warwick.ac.uk/committees/bfm/minutes/>
- (c) That copies of paper SC.60/07-08 are available from the Secretary on request.

3. Terms of Reference

TO REPORT:

That the terms of reference of the Board, as set out in the University Calendar are as follows:

- (a) To regulate, subject to the 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 15;
- (g) To discharge such other functions as the Senate may from time to time determine.

4. Membership

TO RECEIVE:

Membership of the Board of the Faculty of Medicine and its sub-committees for the academic year 2016-17, including nominations to other University Committees **(BFM 1./16-17)**.

5. Gibbet Hill Space issues

TO RECEIVE:

A report on the Gibbet Hill masterplan from Mr Daniel Gibbons, Senior Project Manager, Estates.

6. Welcome Week

TO CONSIDER:

A paper from the Academic Registrar, Dr Mike Glover, about the proposed introduction of a Welcome Week for taught students at the University of Warwick from the academic year 2016/17 **(BFM 2./16/17)**.

7. Minutes

TO CONSIDER:

The minutes of the meeting of the Board of Faculty held on 16 May 2016
(BFM 3./16-17).

8. Matters Arising

TO REPORT:

- (a) Constitution of the Board of Faculty of Medicine approved by Senate on 27 June 2016 as set out in minute BFM 38 (b)./15/16 and new members have now joined the membership of the Board of Faculty;
- (b) Update on the establishment of the Warwick Microbial Pathogenomics Research Centre; minute 41.(g) /15/16 refers;

9. Chair's Business

TO REPORT:

- (a) California in Warwick issues;
- (c) Welcome to new members of the Board of Faculty;
- (c) WIHEA fellows and nominations from Faculty of Medicine;
- (d) Clarification of the Terms of Reference for Sponsorship Committee;
- (e) Health and Safety Report to Board of Faculty.

10. Report of the Faculty Advisory Board

TO CONSIDER:

Annual report of the Faculty Advisory Board of Medicine for the academic year 2015/16
(BFM 4./16/17).

11. Dean of School of Medicine

TO REPORT:

- (a) Extra medical study places allocated by the government;
- (b) Current space pressures in WMS;
- * (c) Chester collaboration **(BFM 5./16/17).**

12. Pro-Dean (Education)

TO RECEIVE:

The Education Committee report to SMG, dated 8 September 2016 **(BFM 6./16/17)**.

13. Report from Pro-Deans (Research)

TO RECEIVE:

An update on WMS Research issues from the Pro-Deans for Research, Professor Richard Lilford

14. WMS Welfare and Strategy Group

TO RECEIVE:

The WMS Welfare Strategy Group report to the Board of Faculty **(BFM 7./16/17)**.

15. Changes to University Research Centres

TO CONSIDER:

A proposal to establish a Centre for Mechanochemical Cell Biology **(BFM 8./16/17)**.

16. Any Other Business

ITEMS TO RECEIVE FOR INFORMATION ONLY

The Chair and Secretary consider that the following items are non-controversial and/or can be accepted with a minimum of explanation. Members of the Board may, however, ask for any of the following items to be transferred to the agenda for discussion, by contacting the Secretary in advance of the meeting, or by raising the item at the commencement of the meeting.

17. Dignity at Warwick Event 2016 #Warwick Respects

TO REPORT:

That the annual University 'Dignity at Warwick' event, focusing on the theme of Respect, will take place on Wednesday 16 November 2016 at various venues across campus, noting that further details will be available online at:

<http://www2.warwick.ac.uk/services/equalops/dignityatwarwick/event2016>

18. Assessment and Feedback

TO RECEIVE:

A report on timeliness of feedback on postgraduate taught and undergraduate programmes:

(a) PGT marking turnaround April to July 2016 **(GSCFM 24./16-17)**;

- (b) MBChB marking turnaround April to July 2016 (**MUSC 6./16/17**);
- (c) Diploma in Orthodontic Therapy marking turnaround (**MUSC 7./16/17**);
- (d) Certificate in Diabetes Care marking turnaround (**MUSC 17./16/17**).

19. Report from the Faculty Undergraduate Studies Committee

TO REPORT:

The draft minutes of the meeting of the Faculty Undergraduate Studies Committee held on 25 October 2016 will be published at:

<http://www2.warwick.ac.uk/services/gov/committees/bfmusc/minutes/>

20. Report from the Faculty Graduate Studies Committee

TO REPORT:

The draft minutes of the meeting of the Faculty Graduate Studies Committee held on 18 October 2016 will be published at:

<http://www2.warwick.ac.uk/services/gov/committees/bfmgsc/minutes/>

21. Dates of 2016-17 Board Meetings

TO REPORT:

That the Board will meet subsequently as follows during the academic year 2016-17:

Monday 13 February 2017, from 14.00-16.00, in room A-030 in the Medical School Building;

Monday 15 May 2017, from 14.00- 16.00 GLT3 in the Medical School Building.