

UNIVERSITY OF WARWICK  
BOARD OF THE FACULTY OF MEDICINE

There will be a meeting of the Board of the Faculty of Medicine on Monday the 2nd June 2008 at 2.00pm in room A-011 of the Medical School Building.

J Baldwin  
Registrar

Note: Questions on agendum items or apologies for this meeting should be directed to the Secretary of the Committee, Dr Michael Glover (ext 73809) or the Assistant Secretary, Lara McCarthy (ext 73111).

---

**AGENDA**

1. Minutes

TO CONSIDER:

The minutes of the meeting of the Board of the Faculty of Medicine held on the 18<sup>th</sup> February 2008 (copy attached).

2. Matters Arising

(i) Student Use of the Title Doctor (minute 15/07-08 (iii) refers)

TO RECEIVE:

An update from the Assistant Registrar on the production of medical student cards.

(ii) Science City (minute 17/07-08 (ii) refers)

TO RECEIVE:

An update from the Secretary on the WMS bid submitted to AWM in mid January 2008.

(iii) Wolfson Foundation Bid (minute 17/07-08 (iii) refers)

TO RECEIVE:

An update from the Secretary on the request for an extension until October 2008 from the Wolfson Foundation in order to spend the required funds on the building of the new Clinical Trials Unit.

(iv) Development Executive (minute 17/07-08 (v0) refers)

TO RECEIVE:

An update by the Secretary to the Board on the replacement post of WMS Development Executive.

(v) Pulse Staff Survey (minute 17/07-08 (vii) refers)

TO REPORT:

On the work being done by the Medical School in response to the feedback received from the Pulse survey.

(vi) Proposed Amendments to the University's Credit and Module Framework (minute 18/07-08 refers)

TO RECEIVE:

An oral report from the Associate Dean (Teaching) on the meeting with the International Medical University, Malaysia.

- (vii) Graduate Studies Committee (minute 24/07-08 (ii( refers)

TO REPORT:

That Dr Neil Johnson, Director of Community Education will be presenting a proposal for the introduction of an MB PhD in the Autumn term of the academic year 2008/09.

### 3. Chair's Business

- (i) Environmental Sustainability

TO REPORT:

That following a request from the Pro Vice-Chancellor Campus & Community and Chair of the Environment & Amenities' Committee a standing agenda item entitled "The environment" will be added to the Board of the Faculty of Medicine meetings.

- (ii) University Art Collection

TO RECEIVE:

Information from the Curator of the Mead Gallery, Sarah Shalgosky on the University Art Collection.

### 4. Membership of University Committees 2008/09

- (i) Board of the Faculty of Medicine

TO CONSIDER:

Elections to the membership of the Board of the Faculty of Medicine and its sub-committees for the academic year 2008-09, as set out in paper BFM19/07-08 (to follow).

- (ii) Other Committees

TO CONSIDER:

Nominations to membership of Senate Committees and other committees for the 2008/09 academic year as set out in paper BFM20/07-08 (copy attached).

- (iii) Election of Board Members to the Senate

TO REPORT:

- (i) That there are two one vacancies for members of the Board of the Faculty of Medicine to represent the Board on the Senate for the period 1 August 2008 to 31 July 2011 arising from the resignation of Professor Ed Peile and the end of term of Professor S Thornton.

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

Professor J Davey (2009), Dr J Kidd (2009), Professor S Kumar (2009), Professor V Zammit (2009)

TO CONSIDER:

In accordance with University Regulation 2.2 on Annual Elections, the election of two members of the Senate from the membership of the Board of the Faculty of Medicine for 2008/09 to serve for the period from 1 August 2008 to 31 July

2011, noting that four of the six representatives appointed by the Board must be Professors and Heads of Department.

5. Institutional Audit

TO CONSIDER:

A draft document containing key sections of the University's Institutional Briefing Paper prepared by Professor K O'Brien (Senior Academic Co-ordinator for Audit and Enhancement) and Dr J Moss (Senior Assistant Registrar {Teaching Quality}), as part of preparations for the QAA Institutional Audit taking place during the Autumn Term 2008, as set out in paper BFM21/07-08 (copy attached), noting that the completed document must be with the QAA by the 1<sup>st</sup> September 2008.

6. On-Line Assessment

TO CONSIDER:

University wide provision for On-Line Summative Assessment as set out in paper IPSC8/07-08 (copy attached).

7. WMS SDR PR Report July 2007

TO CONSIDER:

The final report of the review of Postgraduate courses which supplemented the Strategic Departmental Review as set out in paper BFM22/07-08 (copy attached) and the Medical School response, as set out in paper DMAP107/07-08 (copy attached).

8. Proposed MB ChB Regulation Amendments

TO CONSIDER:

Proposal to amend the MB ChB regulations as set out in paper BFM23/07-08. amendments (copy attached).

9. Academic Progress Group

TO CONSIDER:

A paper submitted by the Chair of the Academic Progress Group, Dr Anne-Marie Slowther, on the operation of the MB ChB Academic Progress Group, as set out in paper BFM24/07-08 (to follow).

10. Undergraduate Studies Committee Minutes

TO RECEIVE:

The minutes of the Faculty of Medicine Undergraduate Studies Committee held on the 8<sup>th</sup> May 2008 as set out in paper BFM25/07-08 (copy attached).

11. Graduate Studies Committee Minutes

TO RECEIVE:

The minutes of the Faculty of Medicine Graduate Studies Committee held on the 13<sup>th</sup> May 2008 as set out in paper BFM26/07-08 (to follow).

12. Next Meeting

TO REPORT:

That the next meeting of the Board of the Faculty of Medicine will be held in the coming academic year and that Board members will be notified accordingly.