Medicine and Dentistry Faculty Board

Minutes of the meeting of the Medicine and dentistry Faculty Board held on 10th March 2010

UNCONFIRMED

Present:
Professor Olwyn Westwood (Chair)  Dr Rob Bennett  Dr Martin Carrier
Dr Mark Carroll  Dr Viv Cook  Professor Ray Croucher
Deborah James  Professor Atholl Johnson

In attendance:
Sarah Cowls (Secretary)  Wendy Appleby (Secretary to Council and Academic Secretary)  Neil Rayment

Apologies for absence:
Professor Liz Davenport  Professor Susan Dilly  Dr Andy Flett
Professor Farida Fortune  Dr Jon Fuller  Dr Dane Goodsman
Professor Stephen Greenwald  Professor Nicholas Goulding  Professor Mark Hector
Professor Bruce Kidd  Professor Tom MacDonald  Mrs Cheryl Mason

Part 1 – Preliminary items

Minutes of the previous meeting ()

2009.030 The Board received and approved the minutes of the meetings held on 4th June 2009 and November 2009.

Matters Arising

2009.031 The Board noted the following matters arising:

(i) The paperwork for the modularisation of the MBBS would be submitted for approval before the end of the 2010-2011 academic session.

Part 2 – items for discussion

Annual Programme Review (Undergraduate)

2009.032 The Board received and noted the Annual Programme Review (Undergraduate) for Dentistry.
Council Governance Review

2009.033 The Board received a paper on the Council Governance Review. The Secretary to Council was in attendance at the meeting to answer members’ questions on the proposed reforms to the College's corporate governance. The Board noted the following points:

(i) The paper had been distributed to all College staff and had been considered by the School Executive Team (SET). SET would be submitted a formal response to the Principal.

(ii) The Board were concerned about the level of academic representation from the School on the new Council.

(iii) The Board enquired whether any fitness to practise mechanisms had been established for the new governance structure. It was noted that, at present, these mechanisms would be satisfied through external audit ensuring compliance with governance codes. It was noted that it would be useful to have a review of any new governance arrangements one year after the implementation of the outcome of the review.

Academic Governance Review

2009.034 The Board received a paper on the academic governance review. The Secretary to Council was in attendance at the meeting to answer members’ questions. The Board noted the following points:

(i) The document was in its first iteration and was submitted to the Faculty Board for initial consideration. The final structure would be submitted to Academic Board and Council for approval in June 2010.

(ii) The new Programmes Committee would report directly to Senate.

(iii) The School committees described in the new structure would equate to Institute committees in the School of Medicine and Dentistry. Each Institute would be required to have the minimum committees listed in the review document and would be free to add further committees if deemed necessary by individual Institutes. Each Institute would be required to have a Student-Staff Liaison Committee (SSLC) covering all of its programmes of study. The Board fully supported the requirement to have Institute-wide SSLCs.

(iv) Some members noted that there were too many elected members on the proposed Senate and that, for example, out of the six suggested members from the School of Medicine and dentistry three should be elected and three should be appointed. It was noted that it could be particularly important that certain offices be represented and that elected representatives could miss out key parts of the School's core business.

(v) Communication between elected members and the wider academic community would be vital to the appropriate functioning of the proposed Senate.

(vi) The new structure increased the powers of the Principal of the College and a clear articulation of the relationship and the Queen Mary Senior Executive (QMSE) would be a necessity in any future governance structure.

(vii) The College would need to ensure that the Council would be appropriately informed about the academic view of the College.
Part 3– Quality Assurance

Programmes Committee

2009.035 The Board received a paper on the establishment of the Programmes Committee. The paper had been circulated to previous meetings of the Board and was resubmitted to assist discussion on quality assurance mechanisms within the School. The Board noted the following points:

(i) There was no central Teaching and Learning Committee within the School that could consider proposals from individual Institutes before submission to the Programmes Committee.

(ii) The Board discussed setting up an advisory committee that would perform similar functions to the academic developments sub-board of the Faculty Board (prior to disbandment). The Board resolved that the possibility of setting up an advisory group would be discussed with the School Executive Team through the Associate Dean (Education Quality).

(iii) It was noted that there was a vacancy listed on the membership for the Programmes Committee. The Board resolved that Dr Mark Carroll would be nominated to this vacancy.

Part 4 – Reports from Sub-committees

2009.036 The Board received a report from the Learning, Teaching and Assessment Committee (LTAC). The Board noted that LTAC had agreed to a centralisation of module evaluation. The Board felt that the impact of this decision on the School had a wide ramification and needed further detailed consideration. The School had experience problems with standardised module evaluations through QMOLE that did not address the bespoke needs of medical and dental curricula. The School was currently piloting the Bristol Online Survey for its clinical years and felt that the good practice from this survey could be usefully disseminated. The Board resolved that the Associate Dean (Education Quality) would discuss the issues surrounding module evaluation with the Vice-Principal (Teaching and Learning).

Part 5 – Other Business

2009.037 A member of the Board enquired when the collaborative venture with Bangalore would be approved. It was noted that approval by Council would be sought in the summer term with a view to enrolling the first cohort of students in September 2012.

Dates of meetings in 2009-2010

2009.038 The Committee noted that the meeting date for 2009-2010 was scheduled for the follows 10th June 2010 14.00-16.00.

Sarah Cowls
Assistant Academic Registrar