

## **QUALITY ASSURANCE IN THE MEDICAL & VETERINARY SCIENCES**

The medical and veterinary sciences course involves two sets of qualifications: the Medical and Veterinary Sciences Tripos (leading to the BA degree) and the professional qualifications of 2nd MB or 2nd Vet MB, and falls under three Faculty Boards (Biology, Clinical Medicine and Clinical Veterinary Medicine). The course is managed as follows:

### **Course Management Committees**

The responsibilities of Course Management Committees are:

1. day-to-day management and running of the course
2. devising the details of the syllabus
3. organising timetables
4. nominating lecturers
5. collecting and considering student feedback
6. receiving and responding to Examiners' reports
7. for interdepartmental courses, approval of lists of nominations of Examiners prior to submission to the Faculty Board.

A Course Management Committee will consist of those involved in delivering the teaching, one of whom will act as Course Organiser and nominated contact. Course Management Committees report to the MVST Part I Committee.

The MVST Part I Committee is an operational rather than strategic committee. Its main responsibilities are:

1. curriculum development, including monitoring the balance between individual components of the core curriculum and lecture/practical loads;
2. overall management of the first and second year courses, including
  - content (level and spread)
  - consideration of proposals for changes to the course
  - changes to regulations
  - consideration of assessment issues
  - approval of Form and Conduct Notices
  - timetabling overview
3. quality assurance across the different courses, including collecting and acting on student feedback on the course as a whole; review of resources required for preclinical teaching; and liaison with, and monitoring of course management committees;
4. advising the MEC/Faculty Boards on Tripos and 2nd MB/Vet MB regulations and assessment;
5. production of an annual "programme specification" ;
6. liaison with colleges via DOPS and Senior Tutors' Committee;

Each Course Management Committee in the first and second year is represented, and the Committee also includes clinicians from the Vet and Clinical Schools. The Director of Education (MVST) or DOE is Chairman.

The MVST Part I Committee reports and makes recommendations to the Medical Education Committee (MEC) and Faculty Board of Biology.

### Medical Education Committee (Ords. p.147, 2014)

The Medical Education Committee (MEC) is established by Ordinance. The MEC is charged with keeping under review the provisions of medical education through the whole course (in both the Tripos and 2nd/final MB) in the University, with a view to ensuring consistency of standards across different subjects. It is also responsible for advising the Faculty Boards of Biology and Clinical Medicine on:

1. matters relating to the education of medical students, including admission policies, student statistics, and examination results;
2. matters relating to resources needed for the provision of medical education;
3. proposals for changes in the medical curriculum and in the relevant examinations.

The Veterinary Education Committee has the same responsibilities for Veterinary Medicine (Ords p.151, 2014).

The MEC and VEC act on advice from the MVST Part I Committee and the Faculty of Biology (for the pre-clinical course) and from the Assessment, Curriculum and Quality Committees and Faculty Boards of Clinical Medicine/ Clinical Veterinary Medicine (for the clinical courses).

### Faculty Board of Biology

The Faculty Board is responsible, by Statute, to the General Board (Statute A, V) for ensuring the provision of appropriate instruction and adequate facilities for research in the subjects in the Faculty of Biology, for preparing the teaching programme of the Faculty and for ensuring that the teaching given is of a high standard

#### The Faculty Board

1. nominates Examiners and Chairmen of Examiners for the Triposes under its authority;
2. oversees the MVST Part I Committee's review of Examiners' reports and takes appropriate action;
3. is responsible for regulations for Tripos; the 2nd MB/2ndVet MB regulations are the responsibility of the Clinical Faculty Boards, in consultation with the Faculty Board of Biology;
4. is responsible for approval of Form and Conduct of exams on the recommendation of the MVST Part I Committee;
5. is responsible for approval of the "programme specification" for MVST on the recommendation of the MVST Part I Committee;
6. is responsible for approval of new subjects or major changes to the curriculum.

### Faculty Boards of Clinical Medicine and Clinical Veterinary Medicine

The two Clinical Faculty Boards are responsible for the 2nd MB or 2nd Vet MB qualifications respectively.