

1. The HYMS Board of Studies is the principal academic committee of HYMS. It is accountable to the Senates of the Universities of Hull and York through the HYMS Joint Senate Committee (HJSC).
2. HYMS policies and procedures will be submitted by the HYMS Board of Studies to the HJSC for ratification. Any such policies which relate to teaching and learning will be submitted through the Teaching and Learning Committee of the University of Hull, and the Teaching Committee of the University of York, acting jointly.
3. In respect of its teaching programmes, all other academic committees of HYMS will be deemed to be sub-committees of the HYMS Board of Studies and will report to it, directly or through another Academic Committee. These are:
 - a. The HYMS Curriculum Committee
 - b. The HYMS Admissions Committee
 - c. The HYMS Programme Evaluation and Quality Committee
 - d. The HYMS Fitness to Practise Committee
 - e. The HYMS Academic Progress Committee
 - f. The HYMS Staff/ Student Committee
 - g. The HYMS Examinations Management Working Party
 - h. HYMS intercalated Honours BSc (Hons) in Medical Science Programme Committee
 - i. HYMS education ethics committee
 - j. Any Board of Examiners duly constituted by the HYMS Board of Studies, and approved by HJSC.
4. The terms of reference, membership, and constitution of these committees are listed as appendices to this Code of Practice. Meetings convened either in whole or in part by electronic means are permissible
5. Alterations to the number, title, terms of reference, membership, or constitution of HYMS Academic Committees will require approval by HJSC.
6. HYMS will publish annually a schedule of meetings of its Academic Committees and Sub-committees.

Appendix 1

HYMS Board of Studies

The HYMS Board of Studies is the principal Academic Committee of HYMS., and is accountable to the HYMS Joint Senate Committee (HJSC). Its day to day business will be conducted by an executive group. For curricular matters, including quality assurance, this accountability will be through the Teaching and Learning Committee of the University of Hull and the Teaching Committee of the University of York acting jointly. Membership is divided into three Divisions - Clinical Sciences, Biological Sciences, and Health and Social Sciences.

Membership

The Dean of HYMS(Chair)

Dean of HYMS Undergraduate School (Deputy Chair)

A nominee from the HYMS Admissions Committee

A nominee of the HYMS Programme Evaluation and Quality Committee

A nominee of the HYMS MB BS Programme Board

A nominee of the Fitness to Practise Committee

A nominee of the Academic Progress Committee

A nominee of the Intercalated BSc Programme Board

A nominee of the Postgraduate Programme Board

A nominee of the Education Ethics Committee

2 members of HYMS Honorary staff

2 Directors of PBL

1 Senior Advisor

The HYMS Librarian

Two clinical Scientists active in the delivery of HYMS programmes (normally one from each university)*

Two biological Scientists active in the delivery of HYMS programmes (normally one from each university)*

Two Health or Social Scientists active in the delivery of HYMS programmes (normally one from each university)*

Two student representatives (for Category A business only; elected annually)

The Board of Studies has powers to co-opt up to four additional members to redress perceived imbalances or deficiencies in expertise*

In attendance: The Secretary of HYMS (Head of Administration) (Secretary)

*To serve for three years, renewable without a break to a maximum of five, and with a three year minimum intervening break, for a maximum of ten years.