



**MINUTES OF STUDY COURSE'S COUNCIL**  
**06.09.2023**

On Wednesday 6<sup>th</sup> September 2023 at 1p.m. the Study Course's Council of the master's degree Course in Medicine and Surgery took place in Classroom S (Murri Pole), through Microsoft Teams. The Council was summoned by Professor Magi, President of the master's degree Course in Medicine and Surgery, via email on 30<sup>th</sup> August 2023 in order to discuss the following agenda:

1. Announcements by the President
2. Start of first semester lessons of the 1<sup>st</sup> year Course on 13<sup>th</sup> November
3. Derogation approval to students late enrolled
4. S.U.A. approval
5. P.O.T. "Guidance and Mentoring project"
6. Modification of the method of calculation of the degree mark
7. Amendment of Regulation: discipline of Engineering's Optional exams
8. Proposed derogation of February's exam session for the 1<sup>st</sup> year of study course
9. Any other business

At 1:01p.m. Professor Magi, acknowledging all the justified absences (3) and attendances, calls the meeting to order.

Prof. Marmorale and Prof. Burattini attend the meeting as auditors, Amicucci, Talamonti and Ragni as administration support.

**1. Announcements by the President**

Professor Magi communicates that the deadline to end the compilation of the Syllabus was 31<sup>st</sup> August 2023. The President asks the teachers who have not done it yet, to provide as soon as possible. The deadline was the same for the courses of the second semester, as required by the "Ufficio Offerta Formativa" ("EDUCATION OFFICE") because the students must be able to have, at the beginning of the Academic Year, all the information related to both semesters.

Professor Magi explains to the Council what is the «SMA = Scheda di Monitoraggio Annuale» Annual Monitoring Form.

**Presidente del Corso: Prof Magi Simona**

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The Annual Monitoring Form (SMA-in Italian) in general, must be completed annually by the end of December and consists of a concise critical comment about the quantitative indicators made available by ANVUR in the SUA- CDS (after June 30th, with quarterly data update).

In addition to a first section with summary context information, obtained from the SUA-CdS and from National Student Registry, useful for reading and interpreting the data, the indicators are divided into 6 sections:

- 1) Didactic Indicators (Group A – DM 987/2016, attachment E);
- 2) Internationalization indicators (Group B – DM 987/2016, attachment E);
- 3) Further Indicators for the evaluation of teaching (Group E – DM 987/2016, attachment E);
- 4) Indicators on the course of study and the regularity of careers (In-depth indicators);
- 5) Satisfaction and employability (In-depth indicators);
- 6) Consistency and Qualification of the teaching staff (In-depth indicators)

However, according to the Faculty Quality System, considering that Medicine and Surgery is a study Course of new establishment, it is only necessary to report some comments or feedbacks.

So, in the “SMA” it will be reported:

“All the available seats (60) for the A.Y. 2022-2023 that have been covered, respecting the established proportion of 25 students from non-European countries and 35 from Europe. Of these 35 students, 17 are from Italy (about 50% of EU students). Overall, 39 females and 21 males”.

## **2. Start of first semester lessons of 1st year course on 13th November**

The first semester lessons for the 1<sup>st</sup> year of master’s degree Course in Medicine and Surgery will start on 13<sup>th</sup> November, due to the IMAT on 17<sup>th</sup> October. So, it is required to completely review the 1<sup>st</sup> year course Timetable of the first semester, taking into account the derogations proposed: Possibility to waive the obligation of the 10 days interval between the end of the lectures and the first date available for the exams of the 1<sup>st</sup> year courses - first semester.

For this reason, the end of the 1<sup>st</sup> year courses (first semester) could be moved to 10<sup>th</sup> February. This derogation, if approved, would allow to schedule a more flexible timetable of first semester classes.

Professor Magi points out that the already mentioned derogation applies for the exams of integrated courses that will end on the week 5<sup>th</sup> - 10<sup>th</sup> February.

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### **3. Derogation approval to the students late enrolled or with Visa issues**

Professor Magi introduces other two derogations to be submitted for approval:

1 – Lectures will be delivered in streaming for those students enrolled in the 1<sup>st</sup> year of the course who have not acquired the VISA by the start of the lectures and won't be able to attend the lessons in presence.

2 – Recorded lectures and/or e-learning activities will be uploaded in the Moodle platform with restricted access to LATE-ENROLLED students, to give them the possibility to attend the abovementioned.

### **4. S.U.A. approval**

Professor Magi reports to the Council, as the master's degree Course is newly activated, the only expiring frameworks that can be completed are B2 (a, b, c) and approved are:

- QUADRO B2.a: Study course calendar and timetable of didactic activities  
(«Calendario del Corso di Studio e orario delle attività formative»)
- QUADRO B2.b: Exam calendar  
(«Calendario degli esami di profitto»)
- QUADRO B2.c: Calendar of degree exam sessions  
(«Calendario sessioni della Prova finale»)

In the other sections, it is possible to insert a note explaining that the master's degree Course is newly established, and, for this reason, the data is not available.

### **5. P.O.T. "Guidance and Mentoring project"**

Professor Magi introduces the POT. It is possible for the Course's Professors to present projects concerning guidance and mentoring to guide high school students.

### **6. Modification of the method of calculation of the degree mark**

Professor Magi reports that in the previous Permanent Conference of the Presidents of the master's degree Course in Medicine and Surgery the modification of the method of calculation of the degree mark was discussed. The proposal will be discussed, in a more detailed way, in future.

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## **7. Amendment of Regulation: discipline of Engineering's Optional exams**

Analyzing the Regulation about optional exams of the 2<sup>nd</sup> year “Fundamentals of Computer Sciences”, “Electromagnetic fields for Medicine” and 3<sup>rd</sup> year “Fundamentals of Electric and Electronic Engineering” and “Fundamentals of Mechanical Engineering” Courses:

“The optional exams of the Engineering Degree path will contribute to the composition of the grade point average. Students, who choose these optional exams, have to attend these classes during the course years indicated in the Study Plan”.

The amendment to be submitted to the approval is:

“Only the student who would pursue the double degree in Biomedical Engineering will have to attend the Didactic Teachings indicated in the second- and third-years course Study Plan.

These classes will start by September, even if the students will have to present their official study plan to the Student Secretariat Office in October.”

The amendment is approved with silent consent.

## **8. Proposed derogation of the February's exam session for the First year of study course**

It is officially submitted for approval the above-mentioned derogation regarding the possibility to waive the obligation of the 10 days interval between the end of the lectures and the first date available for the exams of the 1<sup>st</sup> year courses - first semester in order to make it possible to move the end of the 1<sup>st</sup> year courses (first semester) to 10th February.

The council approves.

## **9. Any other business**

Professor Magi informs the students of new books available in the Library of the Faculty: “WHEATER'S Functional Histology A Text and Colour Atlas SIXTH EDITION” BY Barbara Young, Phillip Woodford, Geraldine O'Dowd.

Professor continues by saying that the Italian Course for beginners has been scheduled. In addition, the President highlights that it is extremely important for students to have at least a basic knowledge of the Italian language, especially in the 3<sup>rd</sup> Year, when they will have to attend the Professionalizing Training Activities at the hospitals departments.

Professor Morettini asks if the students attendance report for all the teachings is mandatory and Professor Magi answers that the attendance collection is mandatory for every teaching.

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Professor Magi, according to the administration support of the course, submits for approval the two derogations about new enrolled:

1 – Lectures will be delivered in streaming for those students enrolled in the 1<sup>st</sup> year of the course who have not acquired the VISA by the start of the lectures and won't be able to attend the lessons in presence.

2 – Recorded lectures and/or e-learning activities will be uploaded in the Moodle platform with restricted access to LATE-ENROLLED students, to give them the possibility to attend the abovementioned.

Derogations is approved by the Council.

Professor Mattioli, premises that she is the coordinator of the integrated course “Microbiology, Immunology and Technical Sciences”, which consists of these modules:

1. “Histology (Tissue Engineering)”
2. “Microbiology and Clinical Microbiology”
3. “Lab Technical Science and Medicine”
4. “General Pathology (Immunology)”

After this introduction, she asks if it is possible to split the exam between the modules that have more similar, consistent, and compatible features or if it is mandatory to follow the regulation inflexibly. This is because for a student is difficult to take a so complex exam and to simultaneously study, internalize and really understand concepts which are so different one from the another.

Professor Rippo states that in the Italian master's degree Course “Medicina e Chirurgia”, and in particular for the exam of “Patologia Generale – General Pathology”, it's scheduled a pre-test that includes the topics discussed in the module of “Immunologia – Immunology” before the integrated course exam.

Professor Marmorale states that, as Italian Study Course's President, she didn't know about this examination methods, and that the exam of an integrated course must be unique as required by law and regulations.

Professor Rippo clarifies that it is only a pre-test without a mark because the mark is unique in the final exam.

Professor Magi states that in the previous academic year there were some issues about this topic.

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This topic can be discussed, and it is possible to find an alternative solution, because it is important to meet the needs of the students, but exclusively according to the current regulation and without exceeding the number of exams.

Jessica Amicucci, Head of the didactic administration, states that the didactic regulation allows “tests in itinere”, but these tests must be provided by the Study Plan and the Faculty Quality System states that in a Study Course all the integrated courses must work in the same way.

Professor Menzo states that by a philosophical point of view the integrated courses are established as a unique teaching with a unique exam, but formally integrated courses often consist of modules different from each other, but it is necessary to join these together to not exceed the 36 exams.

Professor Menzo proposes to work together and adapt regulation to make the teachings more consistent one with another.

Professor Magi answers that this is a matter of discussion, and the Council can work together to discuss about it in order to propose the right amendments without going beyond the limits of regulations.

Professor Mattioli, returning to a previous topic, asks if the projects of guidance and mentoring could be intended for international high school.

Amicucci answers that projects of mentoring and guidance or students exchange projects, through contacts and connections provided by the UNIVPM coordinator of internationalization, can be presented for European and International high schools.

Having nothing more to discuss, Professor Magi, President of the Medicine and Surgery Course, ends the Council at 2:14 p.m.

Signed by  
**Ragni Jacopo**  
Reporting and administration support

Signed by  
**Professor Magi Simona**  
President of Medicine and Surgery Course

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