

Blizard Education Committee (BEC)

25-01-23 (Large Cloud)

MINUTES

Present:

Kristin Braun (KB) Chair	Natalie McCloskey (NMc)	Ping Yip (PY)
Joanna Riddoch-Contreras (JRC)	Nawaz Ahmed (NA)	Daniele Bergamaschi (BP)
Mary Collins (MC)	Jurgen Groet (JG)	

Part 1: Preliminary items

1. Apologies for absence:

2. Minutes from last BEC meeting and matters arising

The minutes from BEC Meeting January 2023 were confirmed with the following matters arising:

- NA to set up meetings with Neuroscience & Regen Medicine regarding admissions and recruitment
- Na and KB to meet with admissions to discuss new process for accepting students.
- New proposal for MRes in Neuroscience & Regen medicine underway, KB to meet to discuss its wider involvement with existing Regen courses.

Part 2: Agenda items

3. ANNP Programme Proposal

- The draft part 1 form was reviewed by the committee
- Financial Business case should include 1 FTE administrative support
- KB and JG to meet with Burak to discuss structure around 20 credit modules and 2 year length. Once this has taken place NA to send part 1 form to committee members before T&LC

4. Staff CPD Fund Allocation

- CPD requests were reviewed. NA to remind applicants that development training requests should be directly linked to teaching at the Blizard. Any research development should go to BRC.

5. Education Roles

- JG presented the education roles at the Blizard
- KB and Michele Branscombe have agreed to take on EC Panels
- PY will lead with JG on academic offences
- KB requested EC panel to consider weekly around examination time
- PY raised the Student Support Officer role and whether this would go ahead, the role was not approved at faculty level. JRC highlighted that students should be encouraged to self-report issues via MySIS for advice and counselling.
- NA to email all Academic Advisors a list of mental health first aiders at the Blizard.

<p>6. Home/Overseas Report</p> <ul style="list-style-type: none"> - NA presented the home/overseas report. The Blizzard is currently at 37% OS students with a 5-year avg of 30%. QM has an average of 70% OS so more targeting is required at the Blizzard. - NA to work with Marketing & Recruitment team to target key programmes with low OS ratio. These include MSc Neuroscience, Trauma Sciences, Paediatric Emergency Medicine and Gastro.
<p>Part 3: Standing items</p>
<p>7. UG Update and Collaborative Working</p> <ul style="list-style-type: none"> - UCU strikes have impacted teaching on psychology modules. Train strikes have also impacted teaching on UG however mitigation has taken place for this. - Nanchang joint programme has required additional project supervision which MC has agreed to take on. - Centre for Genomics and Child Health to take on some teaching which could be outside existing programmes.
<p>8. Marketing Update</p> <ul style="list-style-type: none"> - Open day has been confirmed on 22 March, NA to work with David Bell to organise academic/administrative representation.
<p>9. E-Learning Update</p> <ul style="list-style-type: none"> - None
<p>10. BEAM update</p> <ul style="list-style-type: none"> - JG confirmed data has been compiled and sent to Centre Leads - NM has requested data also - A review of tariffs on maximum hours per task for teaching should be considered for the next run. - BEAM data to be uploaded to SWAM
<p>11. Teaching Allocation Update/ OSCEs</p> <ul style="list-style-type: none"> - OCSE data was sent to Centre Managers before Christmas break.
<p>12. Programme Development Update</p> <ul style="list-style-type: none"> - MSc Regen Medicine part time option was approved at TPB - MSc Care in Custody will be going for approval in February TPB - The Skin lesion CPD course led by Shefali will be handed over in March - Discussion with Xavier Griffin on CPD course on big data with orthopaedic focus this summer - Once CPD courses are confirmed NA to update enabling report for T&LC
<p>13. Student Recruitment</p> <ul style="list-style-type: none"> - NA presented data on student recruitment. Following meetings data should be broken down further by home/overseas split - Tuberculosis programme to have marketing strategy reviewed.
<p>14. Staffing</p> <ul style="list-style-type: none"> - MC and NA to meet with Gastro team in February to discuss plans for leadership role with teaching/research focus. - .
<p>15. Global Engagement Update</p> <ul style="list-style-type: none"> - None
<p>16. Centre Education Lead Updates</p> <ul style="list-style-type: none"> - Reported that it has been flagged that finding sufficient projects has been challenging
<p>17. Blizzard Honorary/ Visiting Applications</p> <ul style="list-style-type: none"> - Reviewed and approved

18. AOB

- KB raised issues with strict penalties related to submitting online assessments. In further discussion about how to best navigate this with Digital Education Team as we move towards more digital assignments.
- ChatGTP has been flagged as a potential concern with some submissions believed to be from the software. Digital education team will be made aware to look at quality and integrity of online assessments.

BEC outstanding action list

Action Number	Meeting date	Action	Person Responsible	Outcome
1.	January 2023	NA to set up meetings with MSc Neuroscience & MSc Regen Medicine regarding admissions and recruitment	NA	Awaiting Neuroscience market report
2.	January 2023	KB to meet with leads for MRes in Neuroscience & Regenerative Medicine to discuss involvement with existing programmes	KB	DONE
3.	January 2023	KB and JG to meet with lead for ANNP MSc to discuss structure	KB/JG	
4.	January 2023	NA to email all Academic Advisors a list of mental health first aiders at the Blizard.	NA	Changed
5.	January 2023	MC and NA to meet Gastro course leads for staffing discussion	MC	DONE
6.	January 2023	BEAM Data to be uploaded to SWARM	JG	DONE
7.				
8.				
9.				