

Medicine and Dentistry

Blizard Education Committee (BEC)

24-01-24 (Large Cloud)

MINUTES

Present:

Jurgen Groet (JG)	Joanna Riddoch-Contreras (JRC)	Rachael Parker (RP)
Andrew Durham (AD)	Nawaz Ahmed (NA)	Ping Yip (PY)
Olivier Marches (OM)	Daniele Bergamaschi (DB)	Lucy Burrows (LB)

Part 1: Preliminary items

1. **Apologies for absence:** Apologies received from Mary Collins
2. **Minutes from last BEC meeting and matters arising**
 - All minutes and actions were reviewed/updated

Part 2: Agenda items

3. **Module Evaluation Summary SEM1**
 - Report of SEM1 results was shared as a paper and discussed.
 - Highlighted first time using centralised EvaSys system and achieved 2nd highest response rate at QM (41% average with QM average around 25%).
 - LB raised what procedure should follow when closing the loop when module leader and sharing responses with cohort. JRC raised this was already in practise across SBBS and Neuro UG third year.
 - JRC suggested collating ME data for Blizard teaching outside of Institute i.e. MBBS. JG to investigate with IHSE for list.
 - PY queried how system will work for SEM2. Confirmed we have offered programmes 6-week windows bespoke to their needs and will provide updates as with SEM1. NA to work with LB on clearer guidance on locating their evaluation box on QMPlus.
 - JG queried whether Dissertation can be evaluated. NA confirmed this is possible, but survey questions may not be compatible. LB to follow up with central team and report back to NA.
 - OM commented that his module which was delivered for both PT and FT students received significantly different scores despite same staff/content potentially due to expectations from cohort make up.
4. **MME Delivery**
 - NA presented breakdown of MME delivery across Blizard f2f programmes. BEC agreed utilising MME delivery would be decided at programme level.
 - NA discussed seeking clarification from central UK visa compliance team on implications for Student route visas attending online and will report back.
5. **Student Rep at BEC**
 - Committee agreed student rep for BEC would not be feasible. Taught programmes already run quarterly Staff Student Liaison Committee meetings as well as representation at faculty T&LC.

<p>6. Education Excellence Award</p> <ul style="list-style-type: none"> - JG discussed nomination staff for education excellence award with deadline this Monday. A suggestion was made and would be progressed.
<p>7. Project distribution at Blizard</p> <ul style="list-style-type: none"> - Partially completed list would be returned to BEC when completed. To include Trauma projects, Nanchang as well as Bio medical projects. Agreed to run yearly. - OM suggested this could be used for new staff to see overall project portfolio and which areas of teaching/projects are used/needed. - JRC suggested coordinating supervisor project calls together across Institute for UG modules (SBBS/FMD) AD suggested guidance at Institute level on project commitments based on posts to aid. Once full list obtained item will be discussed at BEC again on how to proceed.
<p>Part 3: Standing items</p>
<p>8. UG Update and Collaborative Working</p> <ul style="list-style-type: none"> - Blizard has hit NSS 50% threshold, with special thanks to Head of Year 3- Alex Clark, or contacting all final years individually. - New Pharmacology DL courses proposed for 25/26 start has gone to TPB but not fully approved. Will be 1st UG DL course.
<p>9. Centre Education Lead Update</p> <ul style="list-style-type: none"> - OM- no updates - DM discussed UG Career Choice seminars plan to run an additional 1 or 2 sessions. A PBL for centre was needed to be covered due to staff departure. - PY- MSc Neuro projects have been allocated, some staff did not respond to their allocations as Academic Advisor and required covering by colleagues within the centre. A request to release BEAM tariffs was received.
<p>10. Marketing & Student Recruitment Update</p> <ul style="list-style-type: none"> - NA confirmed numbers are on track to meet target this year across offers/accepts & firms. - Student recruitment meeting will happen in May, NA will send optional invite to BEC members.
<p>11. E-learning Update</p> <ul style="list-style-type: none"> - None
<p>12. BEAM update</p> <ul style="list-style-type: none"> - No update
<p>13. Teaching Allocation Update/ OSCEs</p> <ul style="list-style-type: none"> - JG- Queries OSCE progress, NA confirmed request from centre managers whether March quota has been filled. No comment from IHSE on this.
<p>14. Lab Management</p> <ul style="list-style-type: none"> - JG confirmed minutes from lab management committee raised that Cluster labs, which is utilised by taught education is being reviewed on whether we continue or source a new provider.
<p>15. Programme Development Update</p> <ul style="list-style-type: none"> - PY raised update on Advanced Neonatal Practise applications. NA confirmed programme would utilise
<p>16. Global Engagement Update</p> <ul style="list-style-type: none"> - JG confirmed that TB course will not be included in UoL worldwide initiative.
<p>17. Staffing</p> <ul style="list-style-type: none"> - No update

18. AOB

- JG discussed.
 - o Potential for Director of Scholarship post and whether to incorporate at Blizard.
 - o Prof Rakesh Patel will be attending March BEC to discuss MBBS curriculum. Invite module organisers for MBB Blizard staff.
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BEC outstanding action list

Action Number				
1.	Feb 2024	Finalise list of projects undertaken at Blizard	NA	
2.	Feb 2024	Produce summary of marketing reports when all received	JG	
3.	Feb 2024	Speak to IHSE/SBBS about ME data for Blizard teaching	JG/JRC	
4.	Feb 2024	Invite staff at Blizard who teach on MBBS to next BEC	NA	
5.	Feb 2024	Provide summary of Alumni engagement activities for each centre	CEL	