

Blizard Education Committee (BEC)

25-04-22 (Large Cloud)

MINUTES

Present:

Kristin Braun (KB) Chair	Natalie McCloskey (NMc)	Ping Yip (PY)
Joanna Riddoch-Contreras (JRC)	Becky Chappell (BC)	Daniele Bergamaschi (BP)
Olivier Marches (OM)	Jurgen Groet (JG)	Mary Collins (MC)

Part 1: Preliminary items

1. **Apologies for absence:** Nawaz Ahmed

2. **Minutes from last BEC meeting and matters arising**

The minutes from BEC Meeting March 2023 were confirmed as a correct record.

Part 2: Agenda items

3. **Module Evaluation Semester 1**

- Overview of MEQ results by Lucy Burrows was summarised by KB. There are some errors in the data that will need to be cleaned.
- JRC suggested a formative evaluation half way through the term, built into lecture time. Good practice to show students the value of feedback, recommendations and actions.
- Module leads could be notified of feedback response rates.
- NA is planning on implementing changes to the SSLCs to incorporate students meeting module leads, programme leads and education administrators.
- KB will send summary of discussion back to Lucy Burrows.

4. **Staff CPD Fund Allocation**

- Patrick Pallier - £900 funding to give a talk at a Neuroscience conference – **APPROVED**
- KB will email Patrick to inform him of the outcome.
- NMc will email Patrick the budget code to transfer the funds.

Part 3: Standing items

5. **UG Update and Collaborative Working**

- Currently on 71% NSS completion rate, working towards 75%. JRC to email all academic advisors one more time and ask them to nudge students into completing NSS. It was noted students are currently preparing for finals.

- Clearing is an issue at the moment, early clearing can cause problems with over recruitment. There is a need to over recruit, as the course is buoyant. However, there is an issue with lab space, if other courses also over recruit. Action for KB: To ask Michele Branscombe if we can use lab space in Abernethy
- Academic misconduct is on the rise, which could affect final year student's progression.
- Mark Baker is retiring, there is a Neuroscience meeting tomorrow where all modules will be reassigned.

6. **Centre Education Lead Update**

- DB will be joining the NWOW panel as BEC representative.
- To improve quality of teaching for NS in SBBS and Blizard, extra administration support is needed. More generalised functions in administration roles will improve the support structure.
- There is a lack of academic advisors in the Centre, suggestion to recruit outside to support this.

7. **BEAM update**

- BEAM is set to open on 25th July and finish on 9th September.
- JG to suggest July 15th – August 15th to Lucy Burrows, which will give 6 weeks to tidy the data
- JG and NMc to finalise decision at May BEC

8. **Teaching Allocation Update/ OSCEs**

- SSC4 titles have been sent back to JG. May have another 6 titles to be received.
- PBLs will be changing from Mondays to Thursdays for MBBS Year 2.

- **Programme Development Update**

- MREs provisionally approved for part 1, with reduced student targets.
- Derm is launching CPD this month and will run every 6 months. There is funding to train up to 120 medics, really good paradigm for other programmes.
- MSc in Public Engagement with Andrew Durham is in early discussion stages.
- Irene Leigh is setting up a PG programme for overseas clinicians. 1st year will be research methods and the 2nd year students will chose from a range of DL modules. MC has put some Blizard PG DL modules forward to Irene. We would be expecting no more than 2 or 3 students per module. This will be going live in Sept 24

- **Student Recruitment**

- NA sent a paper on recruitment to BEC which was discussed. Numbers are a slight improvement on last month.
- Looking forward, we may have to redefine what we offer by expanding successful courses and trimming those with low numbers.
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9. **Staffing**

- NMC and MC gave a verbal report on new starters and posts currently being recruited to.
- Upcoming retirements should be brought to BEC for discussion, for succession planning.

10. **Global Engagement Update**

- Partnerships board have provided a list of collaborations, which is mainly MOUs.
- There is an ongoing project with Egypt and return trip for planned CPD
- There is no limit on the amount of transnational intercalating students we can take. This would be capped by individual programmes.

11. **Blizard Honorary/ Visiting Applications**

- Reviewed and considered.
- AOB
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BEC outstanding action list

Action Number				
1.	April 23	Review date of BEAM release related to SWAM deadline	NC, JG	
2.	April 23	NA and KB to clean Module Evaluation data	NA, KB	
3.				
4.				
5.				

New Programme Developments

Programme	Market Research	P1 Form	Business Case	P2 Form	Final
Skin Lesion	DONE	DONE	DONE	DONE	Commencing 1 st May
MRes Regen Medicine	DONE	Awaiting changes for Chair's action	11 May- FEB 25 May- SRB		
MSc ANNP	DONE	TBC	TBC		