

**Blizard Education Committee (BEC)**

**24-05-23 (Large Cloud)**

**MINUTES**

**Present:**

<b>Kristin Braun (KB) Chair</b>	Natalie McCloskey (NM)	Alison Thomson (AT)
Joanna Riddoch-Contreras (JRC)	Nawaz Ahmed (NA)	Daniele Bergamaschi (BP)
Olivier Marches (OM)	Jurgen Groet (JG)	Andrew Durham (AD)

**Part 1: Preliminary items**

1. **Apologies for absence:** Mary Collins, Ping Yip
2. **Minutes from last BEC meeting and matters arising**
  - July 15<sup>th</sup> to commence BEAM. JG to confirm with Lucy Burrows on dummy test survey before release.

**Part 2: Agenda items**

3. **MSc Public Engagement**
  - P1 form was discussed with modifications suggested to proposal from the committee.
  - BC to include costings for external teaching staff.
  - Committee endorse the programme, will be submitted to Wolfson Education Committee before T&LC in July.
4. **Staff CPD Fund Allocation**
  - None

**Part 3: Standing items**

5. **UG Update and Collaborative Working**
  - Completion rate of NSS was 81.6%
  - NSS Action Plan has been completed
  - UG Neuroscience on target to meet target for 2023/24 (80 students)
  - NA received graduation roles email, to share out to committee via email.
6. **Centre Education Lead Update**
  - OM raised that final assessment marking underway. ChatGPT has been flagged as a concern for assessments.

<ul style="list-style-type: none"> <li>- DB attended the new ways of working group. Feedback was overall positive to the meeting for office revamp. Issues of storage was discussed, NM confirmed storage space is being reviewed to ensure sufficient storage for previous lab books. Next meeting for revamp will happen before summer followed by a 6-month trial of the new way of working.</li> <li>- JG- Raised AV Steward with George Borrie and it is ongoing to find cover for the role.</li> <li>- JRC- Review of module organisers underway with Mark Baker leaving the programme.</li> </ul>
<p><b>7. Marketing Update</b></p> <ul style="list-style-type: none"> <li>- Final marketing efforts are underway with BMJ advert live. Aesthetic Medicine will be first programme to trial targeted ads via Instagram and LinkedIn.</li> </ul>
<p><b>8. E-learning Update</b></p> <ul style="list-style-type: none"> <li>- Programme video updates on course finder page for Neuro and Regen are underway within Blizard.</li> </ul>
<p><b>9. BEAM update</b></p> <ul style="list-style-type: none"> <li>- None</li> </ul>
<p><b>10. Teaching Allocation Update/ OSCEs</b></p> <ul style="list-style-type: none"> <li>- None</li> </ul>
<p><b>Programme Development Update</b></p> <ul style="list-style-type: none"> <li>- MRes Regenerative Medicine will be going to T&amp;LC for p2 approval in July</li> <li>- MSc Advanced Neonatal Practise will be going to T&amp;LC for p1 approval in July</li> <li>- MSc Public Engagement with Healthcare Research will be going to T&amp;LC for p1 approval in July, pending approval at WIPH</li> <li>- A new MSc will be discussed following the successful trial of Future Clinical Leaders CPD course starting in Sep 23.</li> </ul>
<p><b>Student Recruitment</b></p> <ul style="list-style-type: none"> <li>- Student admissions was discussed with accepts/offers both 30% up YTD. Firms remain even with 2022.</li> <li>- JG reviewed numbers across faculty and university with positive outlook for 2023-24 intake.</li> </ul>
<p><b>11. Staffing</b></p> <ul style="list-style-type: none"> <li>- None</li> <li>- JRC raised succession planning for retirement and growth planning. Blizard is working on investment on key programmes that require additional staff and have sustainable high growing numbers.</li> </ul>
<p><b>12. Global Engagement Update</b></p> <ul style="list-style-type: none"> <li>- None</li> </ul>
<p><b>13. Blizard Honorary/ Visiting Applications</b></p> <ul style="list-style-type: none"> <li>- Approved</li> </ul>
<p><b>14. AOB</b></p> <ul style="list-style-type: none"> <li>- KB requested NA/JG/JRC to nominate modules for CADMUS project. Invite relevant Programme teams to the event.</li> <li>- Advisor training will be mandatory from 2023, Programme Directors and Professional Services will also be required for this role.</li> <li>- Academic Leadership Training nominations due in a week. JG &amp; JRC to follow up</li> </ul>

## BEC outstanding action list

Action Number				
1.	April 23	NA to review module evaluation data	NA	
2.	May 23	Nominate modules for CADMUS project	JG, JRC, NA	
3.	May 23	Nominations for Academic Leadership Training	JG & JRC	
4.				
5.				

## New Programme Developments

Programme	Market Research	BEC	P1 Form	Business Case	P2 Form	TPB
MRes Regen Medicine	DONE	DONE	Awaiting changes for Chair's action	08 June- FEB (Approved) 25 May- SRB (Approved)	12 July (tbc)	
MSc ANNP	DONE	DONE (send update to committee)	12 July (tbc)	June- SRB (tbc) July- FEB (tbc)		
MSc Public Engagement	DONE	DONE (going to WIPH)	12 July (tbc)	June- SRB (tbc) July- FEB (tbc)		