

Blizard Education Committee (BEC)

28-06-23 (Spikey)

MINUTES

Present:

Kristin Braun (KB) Chair	Ping Ying (PY)	
Joanna Riddoch-Contreras (JRC)	Nawaz Ahmed (NA)	
Olivier Marches (OM)	Jurgen Groet (JG)	

Part 1: Preliminary items

1. **Apologies for absence:** Mary Collins, Natalie McCloskey & Daniele Bergamaschi
2. **Minutes from last BEC meeting and matters arising**
 - NA reviewed the missing modules being evaluated and placed additional measures for Semester 2. Next year the automated system should remove the issue of missing modules.
 - PY raised issue ensuring students completing the correct evaluation for each module if they are all to be kept together on QMPlus. NA to confirm each module evaluation will contain module name and module leader at top of each survey.
 - Module Leaders will be made aware of dates and receive weekly updates on progress as closer to evaluations closing to ensure promotion where needed.
 - JG confirmed 2 modules have been selected for CADMUS project from Blizard.
 - JG confirmed nominations for Academic Leadership Training have been sent.

Part 2: Agenda items

3. **Advisor Training**
 - KB reported asynchronous material for advisor training from next academic year, Blizard had highest engagement for staff this academic year. From 2023-24 onwards it will be mandatory and part of the appraisal. Ensure comms are around uptake is clear before release in September
 - MEDPRO tutors is going to be replaced with advisor roles. Blizard will need to find 70 advisors as part of Institute allocation. KB has requested additional training for advisors in these posts.
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4. **Induction and annual Blizard Education Training**
 - NA to lead on Induction planning and ensure dates are scheduled and blocked out of diaries.
 - Blizard Education Staff Training to be planned for next year. Will plan around multi-modal setting. NA to confirm date either w/c Sep 18th or Sept 11th before July BEC.

Part 3: Standing items**5. UG Update and Collaborative Working**

- UG Open Day- 17th June, over 700 for Medicine and over 350 for alternative medicine programmes.
- Exams boards went successfully for UG programmes, external examiners on campus last week for meeting. Discussion around suitability of take-home exams and MCQs to be reviewed further.
- MME approach for 2023-24 has been advised as down programme specific needs, no clear directive.
- Blizard is funding two £50 prizes; Centre of the Cell Prize for Public Engagement & Public Engagement Prize for Innovation and impact.

6. Centre Education Lead Update

- PY taken over iBSc Neuroscience programme. Finding a new iBSc External Examiner for future years.
- KB requested discussion for agenda item at next BEC for lab space for TS staff. JRC to collate paper for discussion.

7. Marketing Update

- None

8. E-learning Update

- Digital Education Studio team will be supporting the design of the MSc Advanced Neonatal Nurse practitioner programme. A Online Learning Designer will be assigned to support the Blizard in creating modules once approved.

9. BEAM update

- 12th July for BEAM release to Institute, testing for BEC committee will be 3rd- 7th July

10. Teaching Allocation Update/ OSCEs

- PBL allocations have gone out for allocation, deadline is mid-August

- Programme Development Update

- MSc ANNP- Part 1 form to go to T&LC in July
- MRes Regenerative Medicine- Part 2 form to go T&LC in July
- MSc Public Engagement with Healthcare Research to go to T&LC in July

- Student Recruitment

- Blizard is up 17% on accepts & offers and 4% on firms. Slow decrease in net gain from previous months compared to last year.

11. Staffing

- None

12. Global Engagement Update

- None

13. Blizard Honorary/ Visiting Applications

- Approved

14. CPD Fund

- To be followed up after meeting via email

15. AOB

- None

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BEC outstanding action list

Action Number				
1.	June	Finalise induction events and send calendar invite	NA	Awaiting invitation to book
2.	June	Finalise Education Training date	NA	Awaiting invitation to book
3.	June	Collate paper for Lab Space regarding TS Staff	JRC	Complete
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)		