

**Blizard Education Committee (BEC)**

**19-07-23 (Small cloud)**

**MINUTES**

**Present:**

<b>Kristin Braun (KB) Chair</b>		Daniele Bergamaschi (DB)
Joanna Riddoch-Contreras (JRC)	Nawaz Ahmed (NA)	
Olivier Marches (OM)	Jurgen Groet (JG)	

**Part 1: Preliminary items**

1. **Apologies for absence:** Mary Collins, Ping Yip

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

- Bookings for induction and Education training date will be finalised once rooms are available for booking. NA to finalise dates as soon as possible and send calendar invite.
- Centre Leads will be taking lead for TS lab space relating to projects following discussion at BEB

**Part 2: Agenda items**

3. **PTES 2022-23**

- Scores have been received from PTES for QM. JG shared an analysis paper of the scores comparing to previous last years. Overall scores are high with dip from last year which were exceptionally good scores.
- Lucy Burrows will do details analyse once programme level scores are available.

4. **Student Publications**

- KB suggested collating list of student publications over the last 3 years and keeping a database.
- NA to collate a form with last name, publication title. DOI, what programme they were on. NA to send dummy form to BEC to review and collate for September.
- Add into BEAM for July 2023.

5. **Induction**

- NA to send around BEC Induction plan in August.

**Part 3: Standing items**

6. **UG Update and Collaborative Working**

- Garrod refurbishments have affected lab provisions in the computer lab due to room changes. This will affect computer assessments for teaching which will need consideration for next academic year.

<ul style="list-style-type: none"> <li>- SBBS are very keen to implement programme level assessment across the joint portfolio of programmes.</li> </ul>
<p><b>7. Centre Education Lead Update</b></p> <ul style="list-style-type: none"> <li>- OM confirmed receipt of PBL allocations for next AY. Discussion around resourcing for Immunobiology suite of programmes following departure of staff where new posts are being submitted for.</li> <li>- DB still awaiting PBL allocations, OM confirmed this will come from Centre Managers.</li> <li>- JRC raised Neuroscience discussions around lab space limitations.</li> </ul>
<p><b>8. Marketing Update</b></p> <ul style="list-style-type: none"> <li>- Review of entry requirements has been completed and a paper will be submitted to action changes for standardisation of wording and requirements across programmes.</li> </ul>
<p><b>9. E-learning Update</b></p> <ul style="list-style-type: none"> <li>- KB requested programmes to review content recordings to ensure up to date and refreshed. NA will discuss with EAs to flag any modules in need of refresh</li> </ul>
<p><b>10. BEAM update</b></p> <ul style="list-style-type: none"> <li>- Testing has been completed by BEC, BEAM went live on 12<sup>th</sup> July as planned.</li> </ul>
<p><b>11. Teaching Allocation Update/ OSCEs</b></p> <ul style="list-style-type: none"> <li>- PBL- 2<sup>nd</sup> call gone out</li> </ul>
<ul style="list-style-type: none"> <li>- <b>Programme Development Update</b></li> <li>- MSc ANNP- Part 1 form was not approved, invited back to September for amendments recommended.</li> <li>- MRes Regenerative Medicine- Part 2 form approved at T&amp;LC and going to TPB in September</li> <li>- MSc Public Engagement with Healthcare Research currently on hold following review at Wolfson.</li> <li>- Future Clinical Leaders- Currently 2 registered, open up to teaching fellows or internal staff and waive fee if numbers do not improve.</li> <li>- Care in Custody- Being deferred to 2024 entry due to low student applications. Agreed to look at strategy for recruitment with Global Engagement &amp; Marketing.</li> </ul>
<p><b>Student Recruitment</b></p> <ul style="list-style-type: none"> <li>- Blizzard is up 20% on offers &amp; accepts and 10% on firms. Programme team has raised high number of these additional applications are scholarship applicants.</li> </ul>
<p><b>12. Staffing</b></p> <ul style="list-style-type: none"> <li>- Advert for TS in Lecturer post Immunobiology is underway.</li> <li>- Clinical Professor in Infection has been interviewed for post.</li> </ul>
<p><b>13. Global Engagement Update</b></p> <ul style="list-style-type: none"> <li>- Meeting taking place tomorrow with Blizzard paper on MoU with ACAM &amp; Aesthetic Medicine programme.</li> </ul>
<p><b>14. Blizzard Honorary/ Visiting Applications</b></p> <ul style="list-style-type: none"> <li>- Approved</li> </ul>
<p><b>15. AOB</b></p> <ul style="list-style-type: none"> <li>- Staff elections to council with candidate from the Blizzard.</li> <li>- JRC requested confirmation of purchase of equipment as part of NSS action plan, NM requested a quote to approve.</li> <li>- KB raised timelines around supervision of projects ensuring we keep on schedule. OM raised that Clinical Sciences uses deadlines. Further discussion on how to implement whether training or further guidance.</li> </ul>

## BEC outstanding action list

Action Number				
1.	June	Finalise induction events and plan and send calendar invite + agenda	NA	Awaiting invitation to book
2.	June	Finalise Education Training date	NA	Awaiting invitation to book
3.	July	Compile Student Publication list	NA	
4.				
5.				

## New Programme Developments

Programme	Market Research	BEC	P1 Form	Business Case	P2 Form	TPB
MRes Regen Medicine	DONE	DONE	Approved	08 June- FEB (Approved) 25 May- SRB (Approved)	Approved	
MSc ANNP	DONE	DONE (send update to committee)	Approved	June- SRB (25 July) July- FEB (Approved)	Tbc- Sept Meeting	
MSc Public Engagement	DONE	DONE (going to WIPH)	On Hold	On hold		