



The Department of Health Sciences

98th Meeting of the BOARD OF STUDIES

Minutes of the meeting held at 1.30pm on Wednesday 23 June 2021

Present:	Anita Savage Grainge (Chair)	Rob Allison	Louise Armstrong
	Catherine Arundel	Sarah Ashelford	Helen Bedford
	Rebecca Beggan	Ann Bellerby	John Blase
	Sarah Blower	David Brown	Megan Cook
	Jodie Coulson	Sue Faulds	Paul Galdas
	David Graham	Ian Hamilton	Beth Hardy
	Tom Johnston	Mona Kanaan	Ada Keding
	Mike Kitching	Amanda Mason-Jones	Mike Parker
	Jess Powell	Gillian Punton	Helen Recchia
	Sarah Redfern	Bella Scantlebury	Danielle Simpson
	Rachel Skipper	David Torgerson	Olivia Walsh
	Lucia White	Sarah Wilkie	Emma Wilkinson

Student Representatives: Ben Allen (BSc Nursing Sept19)
Chambalson Chambal (MSc Applied Health Research, full-time)
Claudia Collins (BSc Nursing Sept20)
Sophia Collins-Ricketts (MNursing Sept19)
Chelsea Fawcett (BSc Nursing Sept18)
Natalie Massheder (Nursing Associate, Cohort 2)
Bethany McLaine (MNursing Sept17)
Joyce Olulu (PGCert Health Research & Statistics)

In attendance: Veronica Gillies (Secretary)

MAIN AGENDA – CATEGORY 1

- BoS/Jun21/01 Apologies for Absence**
Karen Bloor, Mary Crawshaw-Ralli, Omara Dogar, Patrick Doherty, Sally Floyd, Simon Gilbody, Rose Havelock (Deputy Chair), Emily Hemmings, Ted Hewitt, Rebecca Hudson-Tandy, Matthew Jacobs, Janaka Jayawickrama, Marysia Koc, Carole Lindsey, Jim McCambridge, Claire Metcalfe, Sarah O'Reilly, Steve Parrott, Amanda Perry, Kate Pickett, Sally Porter, Kate Rudd, Alison Smalley, Jo Taylor, Liz Wands-Murray, Russell Yates.
Student Reps: Marlon Freeman (Master of Public Health, full-time), Kheira Haffiane (MNursing Sept19), Jason Neilson (Nursing Associate, Cohort 2)
- BoS/Jun21/02 Minutes from the Previous Meeting**
The minutes from the meeting of the Board of Studies which took place on 24 February 2021 were **approved**.
- BoS/Jun21/03 Matters Arising**
None.

BoS/Jun21/04

Standing Item: Board of Studies Chair's Report

The Chair presented an update covering the following issues (see Appendix 1):

- OFSTED visit, which was taking place for the Nursing Associate apprenticeship programme on 23-24 June 2021. Thanks were expressed to all involved.
- COVID-19, including a reminder that asymptomatic lateral flow testing remained available on campus for students and staff.
- Student consultation on proposed changes to programmes for 2021/2.
- Changes to Departmental Committees.
- Student summer accommodation for undergraduate pre-registration students.
- YUSU Excellence Awards, with congratulations to Beth Hardy on winning Most Inspiring and Jane Milsom for being shortlisted for Championing Careers.

BoS/Jun21/05

Standing Item: Student Issues

Ben Allen (BSc Nursing Sept19): Reported that the cohort had raised concerns regarding the assessment guidance for the module Professional Development in Nursing: Evidence Based Nursing for Practice. The Chair advised that this issue should be raised with the module leader. PG noted that he had recently added further information in response to questions on the VLE discussion board for this module which should address the issues raised.

BoS/Jun21/06

Standing Item: Faculty Learning & Teaching Group Update

The Chair reported on the following points which had been raised at Faculty Learning & Teaching Group (FLTG) meetings:

- PDLT (Programme Design and Learning Technology Team) webinars had been organised through July: colleagues were encouraged to attend where relevant. The PDLT had also produced a new 'flipped learning toolkit' which may be of use to colleagues.
- The outcomes of the recent consultation on attendance patterns in relation to semesterisation would be considered by University Teaching Committee at its June meeting.
- A university-wide project on decolonising and diversifying the curriculum remained ongoing. Departmental Equality & Diversity Champions were involved, and work was currently focussed on principles and definitions.
- Regular Student Pulse surveys were continuing to take place: issues raised included workload and lack of clarity about how many hours per week students were expected to study.

BoS/Jun21/07

New Programme: MSc Nursing

Members were informed that this new programme would be led by Alison Foster-Lill and Ted Hewitt, and would be a concept-based curriculum building on the success of the 'Future Nurse' BSc/MNursing programme. The programme would run full-time over two years, and was due to start in January 2022 with an initial estimated cohort size of 25 students. RA reported that a sense-check had taken place in April 2021 and the team was working on amendments to the documentation in response to feedback from this. It was noted that there would be a joint University and Nursing & Midwifery Council (NMC) approval event in September 2021.

CF mentioned that she had been exploring masters programmes on the University webpages and had thought that this programme looked very interesting and exciting.

SA enquired whether any additional staffing appointments would be made for the programme, and when colleagues could expect to find out if they would be involved in module teams. RA reported that it was hoped that one Senior Lecturer post would be recruited to support the programme. Colleagues were advised that module teams were expected to be small (2-3 people) to reflect anticipated student numbers. RA reported that teams had largely been identified, with any gaps to be addressed in the next few weeks.

BoS/Jun21/08

Departmental Annual Student Prize

Members were informed that nominations for the Departmental Annual Student Prize were open, and would close at the end of August. It was noted that nominations could be made by any member of DoHS staff and that students on all programmes within the Department were eligible for nomination. It was confirmed that the nomination form and criteria would be circulated following the meeting.

ACTION	BY WHOM
To circulate Departmental Annual Student Prize nomination form and criteria to all staff	Veronica Gillies

MAIN AGENDA – CATEGORY 2 (Items for Reporting / Receiving Only)

BoS/Jun21/09

Minutes Received from Board’s Sub Committees

The Board **received** the minutes from the following sub-Committees:

- Undergraduate Teaching Committee (January & March 2021)
- Postgraduate Teaching Committee (February & April 2021)
- Departmental Library Committee (October 2020, January & April 2021)
- UG Student-Staff Forum (February 2021)

BoS/Jun21/10

Revised Terms of Reference: Postgraduate Teaching Committee

The revised Terms of Reference for the Postgraduate Teaching Committee were **received**. It was noted that changes had been made to the membership, adding Student Support & Engagement Manager and updating role titles for Head of Student & Academic Services and Programmes Office Manager.

BoS/Jun21/11

Revised Terms of Reference: Undergraduate Teaching Committee

The revised Terms of Reference for the Undergraduate Teaching Committee were **received**. It was noted that changes had been made to the membership, adding Student Support & Engagement Manager, Practice Education Support Manager and HoD Office Manager, and updating role titles for Head of Student & Academic Services and Programmes Office Manager.

BoS/Jun21/12

Revised Terms of Reference: RPL Committee

The revised Terms of Reference for the Recognition of Prior Learning (RPL) Committee were **received**. It was noted that Alison Foster-Lill had stepped up to the role of Chair, and Ted Hewitt had taken over as Deputy Chair.

BoS/Jun21/13

Teaching Governance of SSPRD Provision

Members were advised that from the start of 2021/2 all modules currently classed as SSPRD would follow the same reporting mechanisms as postgraduate taught modules, i.e. via Postgraduate Teaching Committee and PG Board of Examiners, rather than Undergraduate Teaching Committee and UG Board of Examiners. The term ‘SSPRD’ would also be replaced by ‘post-registration’. The proposal had been considered and approved by both the Undergraduate and Postgraduate Teaching Committees. It was noted that from September 2021 there would be no SSPRD provision at level 5. It was explained that the current reporting processes meant that there were instances where students on modules which ran at levels 6 and 7 were subject to different reporting routes despite being on the same module. SF confirmed that there would be no impact on students.

BoS/Jun21/14

Any Other Urgent Business (previously agreed with the Chair)

None.

BoS/Jun21/15 **Date and Time of Next Meeting**
Wednesday 20 October 2021 commencing at 1.30pm

SUMMARY OF ACTION POINTS

AGENDA ITEM AND TITLE	ACTION	BY WHOM
BoS/Jun21/08 Departmental Annual Student Prize	To circulate Departmental Annual Student Prize nomination form and criteria to all staff	Veronica Gillies

Welcome to the 98th Meeting of Board of Studies June 23rd 2021



UNIVERSITY
of York

The Department of Health Sciences

Chair- Anita Savage Grainge
Deputy Chair – Rose Pringle



Board of Studies Chairs Report



UNIVERSITY
of York

The Department of Health Sciences

June 23rd 2021



OFSTED Visit

- The Apprenticeship Unit and Department have 1st monitoring visit this week.
- First notification was on Monday.
- Programme and administrative support have been engaged in planning all week.

COVID-19

- Minimal face to face in person teaching is still occurring this term.
- Sessions in CSU are going ahead for teaching that can not be done on line. A strict, tested and robust risk assessment is in place to manage safety and any problems.
- Asymptomatic lateral flow testing on campus is still available for students and staff.
- Students who are isolating are still requested to fill in a university form, Marysia receives this data and shares accordingly.
- Academic Contingency Group continue to provide updates on university matters and changes.
- Timetabling progressing for next academic term for both no social distancing and 1 metre social distancing.
- Student consultation closed June 18th and a paper needs to be prepared to send to Associate Dean on July 2nd for approval of any programme amendments.

Student Consultation

- **UGT- 7 responses**
 - 6 from Student Nurses and 1 from Midwifery Student.
- **PGT -4 responses**
 - 1 from MIHA, 1 from MPH, 1 from PGCERT and final one from ACP.

Changes to Committees

- **Exceptional Circumstances Committee**
 - Ann Bellerby is now chair, a new Deputy to be announced very soon and watch out for expressions of interest for this committee.
- **RPL Committee**
 - Alison Foster Lil stepped up to Chair in April and Ted Hewitt is deputy.
- **Fitness to Practice**
 - Deputy posts remain vacant and advert will be re circulated for expressions of interest.
- **Board of Studies**
 - Deputy Chair(Rose) term finishes in August.

Student Accommodation

- UG nurses and midwifery students can apply for accommodation for retrieval of hours placements.
- Free to 2nd and 3rd years.
- Thanks go to Danielle and Matthew for progressing this and the support they have offered if students have accommodation problems.

YUSU Awards

- Beth Hardy- Most Inspiring- **Update** Beth was the winner in her category.
- Jane Milsom- Championing Careers was shortlisted
- Others members of staff were also nominated.
- Superb news!!