



The Department of Health Sciences

103rd Meeting of the BOARD OF STUDIES Minutes of the extraordinary meeting held at 2.00pm on Wednesday 23 November 2022

Approval of Modularisation & Semesterisation Phase 3

Present:	Sue Faulds (Chair)	Catherine Arundel	Sarah Ashelford	Lucy Atkinson
	David Barrett	Helen Bedford	Ann Bellerby	Lyeanda Berry
	David Brown	Linda Currie	Omara Dogar	Tim Doran
	Keith Ford	David Graham	Beth Hardy	Emily Hemmings
	Ted Hewitt	Han-I Wang	Matthew Jacobs	Mona Kanaan
	Ada Keding	Mike Kitching	Carole Lindsey	Amanda Mason-Jones
	Noreen Mdege	Fiona Meddings	John Painter-Blase	Mike Parker
	Steve Parrott	Amanda Perry	Sally Porter	Jess Powell
	Katie Pybus	Sarah Redfern	Kate Rudd	Danielle Simpson
	Rachel Skipper	David Torgerson	Liz Wands-Murray	Lucia White
	Elaine Whitton	Sarah Wilkie	Karen Williams	Paul Williams
	Jerome Wright	Gerardo Zavala		

Student Representatives: Claudia Collins (UG Departmental Rep)
Diana Ionita (BSc Nursing Sept21)
Lindsey Potts (BSc Nursing Sept20)

BoS/Nov22/01 Apologies for Absence

Rob Allison, Bev Barf, Sarah Blower, Jen Brown, Jodie Coulson, Patrick Doherty, Simon Gilbody, Karen Glerum-Brooks, Rose Havelock, Pete Mather, Jim McCambridge, Sarah O'Reilly, Kate Pickett, Helen Recchia, Eve Roman, Anita Savage Grainge, Laura Scott Weatherby, Jo Taylor

BoS/Nov22/02 Phase 3 Documentation: Pre-registration Programmes

BoS/Nov22/02.01 FdSc Health & Social Care: Nursing Associate

Members were advised that no paperwork was required for this programme as it was covered by the exemption which applied to all apprenticeships.

BoS/Nov22/02.02 BMid (Hons) Midwifery

It was reported that this programme had been developed and approved in line with the principles of modularisation and semesterisation. An exemption had been granted with regard to the practice modules on the programme. There were therefore no changes proposed. CL confirmed that a student consultation had taken place against the strategic principles. The Phase 3 form was **approved**.

BoS/Nov22/02.03 MMid (Hons) Midwifery

It was reported that, as for the BMid, this programme had been developed and approved in line with the principles of modularisation and semesterisation. An exemption had been granted with regard to the practice modules. There were no changes proposed. A student

consultation had taken place against the strategic principles. The Phase 3 form was **approved**.

BoS/Nov22/02.04 MSc Nursing

It was reported that the programme had been developed in line with the principles of modularisation. An exemption had been granted from semesterisation. There were therefore no changes proposed. The programme had been reviewed against the strategic principles. The Phase 3 form was **approved**.

BoS/Nov22/02.05 BSc Nursing

Members were advised that this programme had an exemption in place. No changes were proposed. The programme had been reviewed against the strategic principles.

SR noted that on the Phase 2 section of the form, 'group work' was marked as one of the assessment methods which may be used on the programme; and queried whether this was accurate. It was explained that group work was likely to be used as part of formative assessment, even if it was not used as a summative assessment. It was also highlighted that the wording of the question allowed some flexibility. LWM advised that the Phase 2 form had already been submitted, and therefore no further changes should be made to it at this stage.

The Phase 3 form was **approved**.

BoS/Nov22/02.06 MNursing

It was reported that changes had been made to Stage 4 of the programme to accommodate modularisation and the 20-credit standard module size. The new module documentation had been approved by the Pre-Registration Teaching Committee.

There was consideration of whether the 'Programme Approval' tab of the form needed to be completed, given that there would be no changes to the programme learning outcomes. The Chair advised that this was necessary. It was agreed that the form would be approved on Chair's action once this had been completed, since all documentation had already been scrutinised by the Pre-Registration Teaching Committee.

ACTION	BY WHOM
To complete Programme Approval tab of Phase 3 form, for approval on Chair's action	Rachel Skipper & Jerome Wright

BoS/Nov22/03

Phase 3 Documentation: Postgraduate Programmes

BoS/Nov22/03.01 MSc International Humanitarian Affairs

It was reported that distance-learning programmes were exempt from modularisation and semesterisation, and therefore no paperwork was required for this programme. It was noted, however, that the Department had been advised that the exemption should remain under review based on the delivery of the programme.

BoS/Nov22/03.02 MSc Advanced Clinical Practice

The Chair reported that although the apprenticeship route for this programme was exempt from modularisation and semesterisation, the non-apprenticeship route was not. However, the 30-credit Independent & Supplementary Prescribing module was exempt, and therefore a further exemption had been granted for the non-apprenticeship route to retain both the 10 and 20-credit versions of the Developing Professional Practice module, to ensure that students could achieve the required number of credits for the award.

Members were advised that changes had been made to the first year of the programme only, to avoid the need to transition earlier cohorts. Previously year one had included one 10-credit, one 20-credit and one 30-credit module. The content of the modules had been restructured to achieve three 20-credit modules.

The Phase 3 form and module documentation were **approved**.

BoS/Nov22/03.03 MSc Health Research

It was explained that the majority of postgraduate taught programmes (MSc Health Research, Master of Public Health, MSc Mental Health Research and PGCert Health Research & Statistics) had been mapped together to enable use of shared modules and to ensure the best student experience. AP reported that the programme learning outcomes for the MSc Health Research remained similar to the existing version of the programme. It was noted that the dissertation would remain at 60 credits, with the revised core and optional modules still covering all of the topic areas offered in the current version of the programme. Consultation had taken place with students and the external examiner, with largely positive feedback received.

The Chair highlighted the significant work done by programme teams in rewriting the large number of 10-credit modules in the existing versions of the Department's postgraduate taught programmes into the 20-credit format, whilst still meeting the needs of all four programmes.

MK observed that Further Health Statistics was listed as an optional module on the form: however this module was not available for this programme because of the overlap with Regression Analysis. The phase 3 form was **approved** subject to this amendment.

ACTION	BY WHOM
To remove Further Health Statistics from list of option modules for MSc Health Research	Amanda Perry

BoS/Nov22/03.04 MSc Mental Health Research

KP explained that this programme had been approved in 2021 but that the first intake would not be until September 2023. Two 20-credit bespoke modules had been created for the programme. Students would complete two further core modules, Evidence Synthesis and either Introduction to Health Statistics or Regression Analysis. Consultation had taken place around the strategic principles. KP advised that no further changes would be made to the programme content as a result of this, although changes in delivery may be considered: for example, students had expressed interest in hybrid learning options. The phase 3 form was **approved**.

BoS/Nov22/03.05 Master of Public Health

AMJ reported that the programme learning outcomes had remained the same as the existing version of the programme. The division of core and option modules had changed from a 50-70 credit split to 60-60, plus the dissertation. All modules had been rewritten and in some cases two existing 10-credit modules had been combined into a single 20-credit module. One new module had been created which was bespoke to the programme. Consultation had taken place with students, stakeholders and the external examiner. The phase 3 form was **approved**.

BoS/Nov22/03.06 PGCert Health Research & Statistics

Members were advised that no changes had been made to the programme learning outcomes compared to the existing version of the programme. The core modules on the programme had been changed with the 30-credit Health Research Methods module being replaced by the new 20-credit Epidemiology module. Student consultation had highlighted concerns about the reduction in the number of option modules students could take, from three to one. It was acknowledged, however, that this was an unavoidable result of the move to 20-credit modules. Consultation had also taken place with the external examiner, with positive feedback received. NM noted that all students were part-time so all would need to transition from the existing to the new version of the programme. Individual meetings were taking place with students to discuss the different options available for this. These were going smoothly with the majority of students having an idea of which option they wished to use. The phase 3 form was **approved**.

BoS/Nov22/03.07 Module Documentation: Shared Modules

Module descriptors and assessment guidelines for shared postgraduate modules were **approved**. The Chair advised that work would be taking place following the phase 3 approval with the Department's Academic Skills Adviser to develop and standardise assessment guidelines for postgraduate modules.

BoS/Nov22/04 Transitioning Students

The Chair reported that plans were in place for all postgraduate taught programmes for transitioning students where necessary. It was explained that this would only apply to part-time students or students who took leave of absence. A 10-credit negotiated learning module had been developed for each programme, based on the Developing Professional Practice module from the Advanced Clinical Practice programme. This would be used where students needed to make up credit. It was noted that for the Master of Public Health and MSc Health Research, part-time students had been advised that they should aim to take credits to a multiple of 20 in their first year.

Members were advised that for undergraduate programmes there would be no students needing to transition except in the event of students taking leave of absence part-way through Stage 4 of the MNursing. BH reported that this had been considered and those students would return to the new programme with a bespoke leave of absence return plan where necessary.

BoS/Nov22/05 Any Other Urgent Business (*previously agreed with the Chair*)

BoS/Nov22/05.01 Library Resources

DB requested that module and programme teams notify the Library as early as possible where new databases or journals were required to support new or revised modules, as there was normally a lead-in time for acquiring these. DB clarified that new books could normally be acquired more quickly.

BoS/Nov22/05.02 VLE Ultra

The Chair reported that module VLE sites would be moved over to the new 'Ultra' course experience for September 2023. A Departmental team was being put together to support the implementation of this. It was also noted that it would not be possible to automatically roll over module materials from existing VLE sites to new Ultra sites. JPB confirmed that development of training materials for staff was already in progress, to be ready for the switch-over.

BoS/Nov22/05.03 New Chair of Faculty Learning & Teaching Group

Members were informed that Claire Hughes (Department of Geography) had taken over from Steve King as Associate Dean for Teaching, Learning and Students for the Faculty of Sciences, and Chair of the Faculty Learning & Teaching Group. The Chair noted that there had been positive discussion at the recent FLTG meeting about the work done in Health Sciences in particular with apprenticeships, and exploring opportunities for collaboration.

BoS/Nov22/06 Date & Time of Next Meeting

Wednesday 22 February 2023 at 13.30 in A/RC/014

SUMMARY OF ACTION POINTS

AGENDA ITEM AND TITLE	ACTION	BY WHOM
BoS/Nov22/02.06 MNursing	To complete Programme Approval tab of Phase 3 form, for approval on Chair's action	Rachel Skipper & Jerome Wright
BoS/Nov22/03.03 MSc Health Research	To remove Further Health Statistics from list of option modules for MSc Health Research	Amanda Perry