



## The Department of Health Sciences

### 99<sup>th</sup> Meeting of the BOARD OF STUDIES

Minutes of the meeting held at 1.30pm on Wednesday 20 October 2021

<b>Present:</b>	Anita Savage Grainge (Chair)	Rob Allison	Sarah Ashelford
	Donna Barnett	Helen Bedford	Ann Bellerby
	David Brown	Linda Currie	Megan Cook
	Jodie Coulson	Alison Foster-Lill	Paul Galdas
	David Graham	Beth Hardy	Matthew Jacobs
	Tom Johnston	Mona Kanaan	Ada Keding
	Marysia Koc	Carole Lindsey	Amanda Mason-Jones
	John Painter-Blase	Sally Porter	Helen Recchia
	Alison Smalley	Laura Scott Weatherby	Danielle Simpson
	Rachel Skipper	David Torgerson	Liz Wands-Murray
	Lucia White	Elaine Whitton	Russell Yates

**Student Representatives:** Ben Allen (UG Departmental Rep)  
Rosina Crowley-Whitehead (BSc Nursing Sept20)  
Dee Duncan-Cottingham (MNursing Sept18)

**In attendance:** Veronica Gillies (Secretary)

### MAIN AGENDA – CATEGORY 1

- BoS/Oct21/01 Apologies for Absence**  
Joy Adamson, Catherine Arundel, Lyeanda Berry, Sarah Blower, Omara Dogar, Patrick Doherty, Sue Faulds, Simon Gilbody, Ian Hamilton, Rose Havelock, Ted Hewitt, Mike Kitching, Jim McCambridge, Catriona McDaid, Noreen Mdege, Claire Metcalfe, Devi Nannen, Sarah O'Reilly, Steve Parrott, Kate Pickett, Jess Powell, Gillian Punton, Sarah Redfern, Jo Taylor, Emma Wilkinson  
Student Reps: Marlon Freeman (Master of Public Health), Kheira Haffiane (MNursing Sept18), Natalie Massheder (Nursing Associate), Bethany McLaine (MNursing Sept17)
- BoS/Oct21/02 Minutes from the Previous Meeting**  
The minutes from the meeting of the Board of Studies which took place on 23 June 2021 were **approved**.
- BoS/Oct21/03 Matters Arising**  
**BoS/Jun21/08 Departmental Annual Student Prize**  
The Chair reported that approval had been received from the Head of Department for two prizes to be awarded annually: one for undergraduate students and one for postgraduate students. The undergraduate prize for 2021 had been awarded to Megan Chafer (MNursing, Sept17), for her consistently excellent achievement and dedicated work as Student Rep for the Sept17 cohort. The postgraduate prize had been awarded to Marlon Freeman (Master of Public Health), for consistent academic achievement;

excellent engagement; going 'above and beyond' in his work as Student Rep; and use of social media to promote the work of the Department and to create student initiatives within and beyond the University. The Board congratulated both winners.

**BoS/Oct21/04**     ***Standing Item: Board of Studies Chair's Report***

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

- OFSTED visit, which was took place for the Nursing Associate apprenticeship programme on 23-24 June 2021. Thanks were expressed to all involved for a successful outcome.
- Teaching arrangements for the Autumn Term.
- Postgraduate Research Experience Survey (PRES) early results.
- Posts available on Departmental Committees.
- Course Rep elections.
- Student Nursing Times Awards, in which the Department had been shortlisted in the 'Best Student experience' category.

**BoS/Oct21/05**     ***Standing Item: Student Issues***

Rosina Crowley-Whitehead (BSc Nursing Sept20): Reported that there had been some confusion and anxiety within the cohort regarding practice hours: and that although this had largely been addressed, continued clarity on this issue from the Programme Team would be welcomed. RC also noted that the cohort was feeling optimistic about the return to in-person teaching.

Ben Allen (UG Departmental Rep): Mentioned that there had been some anxiety within the Sept19 cohort regarding upcoming assessments. BA also reported that he had been working to encourage nominations for the Course Rep elections.

Dee Duncan-Cottingham (MNursing Sept18): Reported that some students in the cohort had experienced difficulty in contacting the Practice Intern Coordinators: however the Nursing Clinical Teaching Fellows were involved and supporting students with this. There had also been some suggestions regarding possible skills exchange between students in Mental Health and Adult fields of practice. It was agreed that this could be raised at the next Student Engagement Meeting for consideration.

**BoS/Oct21/06**     ***Standing Item: Faculty Learning & Teaching Group Update***

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

- Semesterisation and modularisation remained ongoing in the planning phase. A Departmental Steering Group had been created and further guidance was awaited from the University.
- It had been confirmed that all international postgraduate students were expected to attend teaching in person from the start of the Spring Term.
- The addition of the summative numeracy assessment to Knowledge Applied to Nursing Practice 6 as required by the Nursing & Midwifery Council had been approved.

HB noted that information relating to semesterisation and modularisation would be extremely useful in the development of the Future Midwife programme, and that regular updates from the Departmental Steering Group would therefore be appreciated.

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

- BoS/Oct21/07      Minutes Received from Board’s Sub Committees**  
The Board **received** the minutes from the following sub-Committees:  
— Undergraduate Teaching Committee (May & July 2021)  
— Postgraduate Teaching Committee (June 2021)  
— UG Student-Staff Forum (June 2021)  
— PG Student-Staff Forum (March 2021)
- BoS/Oct21/08      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 reflect the inclusion of post-registration programmes within Committee’s remit.
- BoS/Oct21/09      Revised Terms of Reference: Exceptional Circumstances Committee**  
The revised Terms of Reference for the Exceptional Circumstances Affecting Assessment Committee were **received**. It was noted that the membership had been updated.
- BoS/Oct21/10      Any Other Urgent Business (*previously agreed with the Chair*)**  
None.
- BoS/Oct21/11      Date and Time of Next Meeting**  
Wednesday 16 February 2022 commencing at 1.30pm



# Welcome to the 99th Meeting of Board of Studies October 20<sup>th</sup> 2021

Chair: Anita Savage Grainge



# Board of Studies Chairs Report



October 20<sup>th</sup> 2021



## OFSTED Visit

The Apprenticeship Unit and Department had 1<sup>st</sup> monitoring visit week of June 21st.

Programme and administrative support engaged in process.

New Committee to be formed.

## Teaching- COVID-19

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Mainly face to face provision for UG.

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PG provision, some online for initial 6 weeks.

## Post Graduate Research Experience Study - PRES 2021

- Response rate for PRES was 27% (n=18).
  - Positive results were achieved for the Supervision and Responsibilities sections, with all questions in these sections showing an increased result since PRES 2019.
  - The question around supervisors providing feedback that helps direct research activities received an increase of 13%, with a score of 100%.
  - One of the highest scores was received for the question around supervisors identifying training needs (94%); 10% higher than the institutional average.
  - Lower scores were received for the Research Culture, Progress and Assessment and Research Skills sections, with most questions in these sections showing a decrease in result.
- Institutional report will be available shortly.

## Committees

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### **Fitness to Practice**

Deputy posts remain vacant, and advertisement will be re circulated for expressions of interest.

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### **Board of Studies**

Deputy Chair( Rose) term finished in August.

Position is vacant.

Course  
representatives

- Process for elections underway, Danielle keeping department informed.

Departmental  
Annual  
Student Prize

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**2 awards this year:**

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**PG-** Marlon Freeman

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**UG-** Megan Chafer

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Discussion at next DMT for approval for 2 awards each year.

## Nursing Times Awards

Shortlisted for Best Student Experience at this year's Student Nursing Times Awards.

November 4<sup>th</sup> is awards ceremony.

Thanks to Jane Milsom and Matthew Jacobs for progressing the application and nomination.

## Faculty Learning and Teaching Group



- **Semesterisation**- planning phase, little action to take as department yet. We have established a working group.
- **PG students who are overseas**- must attend in person next term.
- **Numeracy Assessment/safe medicate**- approved.