

**UNIVERSITY OF YORK**

**UNIVERSITY OF HULL**

**Hull-York Medical School Joint Senate Committee**

**Unreserved Minutes of the meeting held on 05 November 2025 via video conference.**

**Meeting Attendance**

Members present:

Tracy Lightfoot (Chair, PVC, Education and Students, York)

John Craig (Deputy Chair, PVC, Education, Hull)

Aya Haidar (York SU Academic Officer)

Becki Hamnett (Associate PVC Educational Partnerships and Skills; University of Hull Education Committee representative)

David Barrett (Associate Dean (Education and Students), the Faculty of the Sciences, University of York)

Debbie Maxwell (Deputy Head of Research and Practice/Senior Lecturer; University of York Senate representative)

Eka Narayan (Student Chair, Student Staff Committee, HYMS)

Francis Ani (HUSU President of Academic Experience)

Kehinde Akin-Akinyosoye (Deputy Chair for the BoS, HYMS)

Lucy Ambrose (Associate Dean Education, HYMS)

Mark Wade (Chair Postgraduate Research Board, HYMS)

Matthew Morgan (Dean of HYMS)

Nadine Smith (Chief Operating Officer, HYMS)

Paul Crampton (Chair, Postgraduate Taught Board, HYMS)

Paul Pryor (Chair of the Board of Studies, HYMS)

Steve King (Associate PVC for Education and Students; University of York Education Committee representative)

Vinetha Jeyanathan (HYMS Hull Course Rep Lead)

William Petterson (HYMS York Course Rep Lead)

Zach North (Director of Apprenticeships/Senior Lecturer; University of Hull Senate Representative)

In attendance:

Lisa Tees (Academic Quality Manager, University of Hull)

Amy Muckersie (Academic Quality Manager, University of York)

Becky Lloyd Jones (Quality Support Officer University of York / Senate Secretary)

Apologies:

Ellie McDaid (HYMS PGR Lead Rep)

Laura Treadgold (Executive Dean of the Faculty of Health Sciences, University of Hull)

Julie Castronovo (Associate Dean Education; University of Hull Senate Representative)

**PART A: CATEGORY I****Welcome**

25-26/1 The Chair welcomed the Committee and noted:

1. New members for the 2025/26 academic year:
  - Becki Hamnett (Associate PVC EP&S; UoY EC representative)
  - David Barrett (Associate Dean (TL&S), the Faculty of the Sciences, UoY)
  - Paul Crampton (Chair, Postgraduate Taught Board, HYMS)
  - Eka Narayan (Student Chair, SSC, HYMS)
  - Abd Alhadi Abou Swid and Kosar Babani (Co-Deputy Student Chairs, SSC)
  - Vinetha Jeyanathan (HYMS Hull Course Rep Lead)
  - Yathushaa Navinan (HUSU HYMS Liaison Rep)
  - William Petterson (HYMS York Course Rep Lead)
  - Ellie McDaid (HYMS PGR Lead Rep)
  - Francis Ani (HUSU President of Academic Experience)
  - Aya Haidar (York SU Academic Officer)
2. The changes to this year's meeting structure, including the removal of the Reserved meeting. This change brings this Committee meetings inline with the University of York (UoY) meeting procedure and care has been taken to ensure the papers presented will not breach confidentiality.

**Declarations of interest in items on the agenda [oral report]**

25-26/2 Members were invited to declare any potential conflicts of interest relating to the business of the meeting:

1. Becki Hamnett (Associate PVC EP&S; UoH EC representative) confirmed that they would be joining a tech partnership in the new year, but did not believe this would cause any conflicts whilst attending the Committee.
2. No other declarations were made.

**Unreserved minutes of the last meeting held on 02 July 2025 [HJSC.25-26.01]**

25-26/3 The Committee confirmed the minutes of the meeting held on 02 July 2025 as an accurate record.

**Report on matters arising and actions from the minutes [HJSC.25-26.02]**

25-26/4 It was agreed that the ongoing action regarding HYMS' policy on credit accumulation of CPD courses could be marked as complete.

**Action:** Senate Secretary.

25-26/5 No other updates were given.

**Report of Chair's Action taken since the last meeting [HJSC.25-26.03]**

25-26/6 The Committee received a list of decisions approved via Chair's Action since the last meeting. Comments were invited and none were received.

**Student Representative's report [oral report]**

25-26/7 Eka Narayan (Student Chair, Student Staff Committee) **reported:**

1. They had been newly elected as the Student Chair of SSC, but had attended the Committee last year as a Co-Deputy Student Chair of SSC.
2. The new student representatives had their induction and elections last weekend, and they are working on getting the new reps up to speed.
3. It has been a positive start to the new academic year and any issues raised have been dealt with at the appropriate level. The first SSC meeting of the new academic year will be taking place soon.

25-26/8 Francis Ani (HUSU President of Academic Experience) **reported:**

1. Feedback received from the UoH students is currently all positive, and there will be forums and events aimed at gathering more feedback.
2. A HUSU HYMS Students Liaison Rep has been elected this year and they are planning to work with them to help HYMS students feel less disconnected from the rest of the UoH student body and Union.

25-26/9 The other student reps did not have anything to report.

### **The PVCs for Education report regarding the Universities Strategic Priorities [oral report]**

25-26/10 The UoH PVC for Education (Deputy Chair) **reported:**

1. UoH's Vice-Chancellor (VC), Dave Petley, has left the University to become VC at Nottingham Trent University. The interim Vice-Chancellor is Kevin Kerrigan.
2. UoH Senate are to approve a new Education Strategy with a focus on transforming education and transforming lives, and a commitment to continuous improvement. UoH strategic priority themes will apply to all, but how they will be applied will differ.
3. From 1st September 2025, UoH will have a new Access and Participation Plan (APP) which the School will be a part of.

25-26/11 The UoY PVC for Education and Students (Chair) **reported:**

1. UoY also has a new APP which the School will also be a part of.
2. In regards to the wider University strategy, the new Mumbai Campus is due to launch, with recruitment to key positions underway. CITY has received its licence to operate as a University Legal Entity, meaning that its awards will be recognised in Greece. Programmes which will be offered by University of York Europe Campus, CITY U.L.E. must be accredited and this process is ongoing. There is a focus at the University on International and Partnership development in general.
3. The University is launching a new module evaluation system which will include the School where appropriate.
4. The University's strategy goes until 2030, so is currently mid cycle. There will be a review to make sure the aims remain relevant to the current climate and challenges.
5. In addition, work is underway on a teaching effectiveness programme, which has four themes: Timetabling (focusing on constraints, block teaching, and optional modules in blocks); Assessment and Feedback; Teaching large classes; and Portfolio review (focusing on minimum module student numbers and module sharing)

- 25-26/12 The Dean of HYMS raised concerns regarding planning for incoming changes around quality oversight and the proposed future Teaching Excellence Framework (TEF).
1. The Chair acknowledged that the proposed changes to TEF have implications for the School, especially in the hypothetical event that the Universities receive different awards and therefore may be offering different fees. There's an ongoing issue regarding data sharing between the Universities and the School, even though the Universities have managed to resolve this successfully in similar situations with other partners. The Dean of HYMS confirmed that there is a group currently working on these issues. They will be requesting that they prioritise widening participation data access and other data which is pertinent to the upcoming quality reporting, but noted that there are resource constraints.
  2. The Deputy Chair agreed that the Universities and the School should work together on the new TEF requirements and the impact these might have on the School. A technical consultation on the methodology is happening in the new year and this might help with understanding more about the potential challenges.
  3. The Chair and Deputy Chair asked the Dean of HYMS to confirm who is involved in this group at the School and both Universities, so they can help ensure the School is captured in consultations.

**Action:** The Dean of HYMS, Chair & Deputy Chair.

#### **HYMS Joint Senate Committee Terms of Reference and Membership [HJSC.25-26.04]**

- 25-26/13 The Chair introduced the revised HJSC Terms of Reference and Membership for 2025/6, **noting** that:
1. The Committee's quoracy criteria has now been added for transparency.
  2. One vacancy remains for a Staff Representative nominated by the Faculty of the University of York.

- 25-26/14 The Committee **noted** that the following amendments and confirmations needed to be made:

1. Anna Hammond should be included as the Director of MBBS.
2. References to the UoY University Teaching Committee (UTC) need updating to the University Education Committee (UEC).
3. Laura Treadgold's title should be Executive Dean.
4. Confirmation is needed if the term stipulation only applies to elected members of the Committee.

**Action:** Senate Secretary.

- 25-26/15 The Committee **approved** the HJSC Terms of Reference and Membership for 2025/6 subject to the amendments being made and the term stipulation being clarified.

#### **New programme and new module proposal: PG Cert in Health Professions Education (Simulation) [HJSC.25-26.05]**

- 25-26/16 The Chair of BoS introduced the proposed new programme and module: PG Cert in Health Professions Education (Simulation), **noting** that:

1. The School is already running the approved Postgraduate Certificate in Health Profession Education (HPE) programme. The new programme will be a variant of this, and will run alongside it.
2. The students will need to complete a new 20 credit “Simulation in Healthcare” as a core module, along with the existing “Learning and Teaching” core module and one 20 credit existing option module.

25-26/17 The programme was reviewed by two members, David Barrett and Debbie Maxwell, and the UoY Academic Quality team on behalf of the Committee, who felt the programme was a very sensible proposal and addition to the School’s portfolio. Their feedback had been passed onto the School before the meeting. It was **agreed** that:

1. An additional PLO would be added.
2. Legacy issues would be addressed and minor amendments would be made to help clarify concerns raised in the review, such as those regarding the assessment.

25-26/18 In response to further comments raised at the Committee, the Chair of BoS and the Associate Dean for Education **confirmed** that:

1. The new 20 credit “Simulation in Healthcare” would be an option for the MSc and PGDip programme.
2. The new module is being reviewed as to whether it could be offered as a standalone module and whether the pre-requisite of completing the “Learning and Teaching” module could be removed.
3. Students who enrol on the original PGCert HPE programme will be given the option of transferring onto the new PGCert programme and vice versa.
4. The optional day included on the programme is being reviewed to see if it could be offered online to ensure access for all students.
5. If further simulation modules are developed, an MSc HPE (Simulation) could be considered, especially if the dissertation can have a simulation focus.
6. As the original programme was developed with the NHS, the School is working to ensure that the intellectual property on the programme is confirmed as belonging to HYMS, so they are able to continue the development of this programme.
7. The length of the reading list will be considered, as per advice from the UoY Librarians.
8. The School is currently looking at the vulnerability of their assessments to generative AI and this is a key area of focus within the School.

25-26/19 The programme was **approved** by the Committee on the condition that the additional PLO is added and the reading list is reviewed. It will be signed off by Chair’s Action once these amendments have been made.

**Action:** Chair of BoS & Chair

#### **Internal and external examiners for 2025/6 [HJSC.25-26.06]**

25-26/20 The Chair of BoS introduced the paper requesting the Committee’s approval of the internal examiners and the noting of the external examiners for 2025/6. It was **reported** that:

1. Internal examiners are in place for all the courses and the few vacancies listed are for internal academic leads.
2. All the External Examiners have been confirmed and the School will be following up on the ones whose terms are coming to an end.

25-26/21 The Committee **approved** the internal examiners recruited for 2025/6.

#### **Amendments to the Code of Practice on MB BS Assessment and Evaluation [HJSC.25-26.07]**

25-26/22 The Chair of BoS introduced the paper proposing minor amendments to the Code of Practice (CoP) on Assessment and Evaluation following a review by the MB BS Programme Board. It was **reported** that the following amendments were made to offer clarification on some of the terminology in the CoP:

1. The CoP has been tightened to clarify that for Year 5 MB BS students will have two attempts per academic year of the national assessments in line with the HYMS Assessment Timeline.
2. All students undertaking the 5-year Medicine course or the 6-year Medicine with a Gateway course receive the Award of MB BS. There is no change to the degree award title.

25-26/23 The Committee **noted** that the language on page 4, in the section defining “Next available opportunity”, was ambiguous. It was agreed that amending the terminology to a ‘repeat year’ would be helpful.

25-26/24 The Committee **approved** the minor amendments to the CoP on the condition that the agreed amendment to the terminology was made.

**Action:** Chair of BoS

#### **Annual Report by the Chair of the BoS on the work of the Board during 2024-25 [HJSC.25-26.08]**

25-26/25 The Chair of BoS presented the report on the HYMS Board of Studies business for the previous academic year, including core business and approvals. It was **noted** that:

1. The number of appeals reported have reduced. This has been attributed to the clarity of the School’s Policy on Mitigating and Exceptional Circumstances affecting Assessment and Examination (MEC). However, the policy is out of alignment with both Universities’ policies, so a review of it will be a key focus for 2025/6.

25-26/26 The Chair noted that when it comes to reporting on Student data for the School, it is more useful to report on the proportion involved rather than the number of students. The Chair of BoS confirmed that this can be looked at for future reporting.

25-26/27 With regard to the upcoming plans to remove BoS at UoY, the Chair confirmed that the School will be kept updated about developments and the impact on the School.

#### **Annual Report from the Undergraduate and Postgraduates Programme Boards [HJSC.25-26.09]**

25-26/28 The Chair of BoS introduced the new annual report from the Undergraduate and Postgraduate Programme Boards, **noting** that this replaces the standing item for an update from these Boards to the Committee at each meeting. The report summarises the Boards’ key activities, priorities and actions.

25-26/29 The Student Chair of SSC fed back that the students will appreciate the changes being proposed by the Boards.

#### **National Student Survey 2025 [HJSC.25-26.10]**

25-26/30 The Chair of BoS introduced a report on the National Student Survey 2025 results, highlighting several areas where the School has improved and has put the School in very good ranking positions in the league tables.

25-26/31 The Committee congratulated the School of their success, **noting** that:

1. This result has been a community effort, including the work of the students reps helping to improve the student experience and the Student Wellbeing Team. It's also the result of incredible hard work within the School and with partners.
2. The results help to dispel the myth that students on professional based learning programmes are less happy than students on other programmes; the UoY found this to be a similar case on their Nursing programmes.
3. The Student Chair of SSC reaffirmed the feeling from the students that they are being very well supported from a wellbeing perspective.
4. The HUSU President of Academic Experience confirmed there are plans to work with the other Student Reps to ensure that the Student Voice results continue to improve.

25-26/32 The Dean of HYMS **noted** that whilst the School has made phenomenal progress over the last five years, they cannot become complacent. Also, these results cannot continue without the support of both Universities.

25-26/33 The Chair and Deputy Chair acknowledged these points and confirmed that action would be taken to keep the School informed about updates from their respective NSS Steering Group and strategy plans.

**Action:** Dean of HYMS, Chair & Deputy Chair.

#### **Report on the experiences of MBBS/Medicine with a Gateway students from under-represented backgrounds in medicine [oral report]**

25-26/34 The Chair of BoS gave an **update** on this report. This area of work was originally undertaken by a former colleague in collaboration with other Universities. The primary focus was to look into the experience of students on Medicine with Gateway year programmes. The report is currently under peer review, and will be shared with the Committee once it is complete.

25-26/35 The Dean of HYMS noted that this work should be picked up as part of the No Gaps work at UoY, though this would be data dependent.

*Nadine Smith left the meeting.*

#### **HYMS Joint Senate Committee annual report to the HYMS Strategic Planning Group [HJSC.25-26.11]**

25-26/36 The Senate Secretary introduced the annual report to the HYMS SPG, **noting** that:

1. The paper provides an overview of the Committee decisions taken in the 2024-5 cycle

2. The Scheme of Delegation has been met during the previous cycle.
3. HYMS continues to meet the Office for Students (OfS) Conditions of Registration (CoR).

25-26/37 It was **noted** that this paper was introduced following the 2019 Governance Review. The Chair mentioned that the OfS CoR should be picked up by both Universities as part of their reporting and therefore the purpose of the paper should be rereviewed this academic year to confirm if it is still required.

**Action:** Chair, Deputy Chair & Dean of HYMS

*Paul Crampton joined the meeting.*

**Annual Report from the Case Management Group (CMG), Student Fitness to Practise Committee (SFTPC) and Academic Cases Committee (ACC) [HJSC.25-26.12]**

25-26/38 The Chair of BoS introduced the annual report from CMG, SFTPC and ACC, and **reported** that across all areas, the numbers do not really change each year. The Expressions of Concern (EoC) only relate to about 5% of the student bodies, with the majority concerning attendance, often related to wellbeing issues. Escalations to Fitness to Practice and Academic Misconduct are small in comparison to the rest of the cohort.

**Annual Report on Academic and Fitness to Practise Appeals and appeals in progress [HJSC.25-26.13]**

25-26/39 The Chair of BoS introduced the annual report provided by the UoH Conduct and Complaints Team. The report provides information of appeals received, completed and ongoing for the academic year 2024/5. It was **noted** that:

1. The number of appeals has decreased, due to the clarity of the MEC policy.
2. The relatively high number of appeals received from students on the Physician Associate programme were all made on similar grounds and about the same assessments, so were likely a result of discussions amongst these students. The Chair of BoS noted that there is some anxiety amongst students about not being able to graduate when originally intended, as available resit time can be a year later.
  - a. The Student Chair of SSC asked if this delay is the result of the appeals process and the length of time to confirm the outcome.
  - b. The Chair of BoS confirmed that the School tries to make the process as quick as possible, however, the timing of when an appeal is submitted may have a knock on effect on when the next available resit will be.

**Any Other Business**

25-26/40 The Chair noted the dates of the remaining HJSC meetings for 2025-6:

- Wednesday 21 January 2026 10:00-12:00
- Wednesday 22 April 2026 14.00-16.00
- Wednesday 01 July 2026 10:00-12:00

**PART B: CATEGORY II**

25-26/41 The following papers were circulated for information only. The Chair asked the Committee if they had any comments and none were given.

- 25-26/42 **The award of Certificates, Diplomas and Degrees on the recommendation of the HYMS Board of Studies [HJSC.25-26.14]**
- 25-26/43 **The Tracker of minor changes and updates to Codes of Practice, Codes of Conduct, Regulations and Policies [HJSC.25-26.15]**