

UNIVERSITY OF YORK

UNIVERSITY OF HULL

Hull-York Medical School Joint Senate Committee

Unreserved Minutes of the meeting held on 01 May 2025

PART A: UNRESERVED BUSINESS – CATEGORY I**M24-25/47 Attendance, Apologies and Valedictions**

For a list of attendees and apologies, please see Annex A.

The new Chair welcomed the Committee to the meeting, including the HUSU President for Student Communities to their first Committee meeting, who would be taking on the role of student representative following the departure of the former HUSU President of Academic Experience.

The Chair took the opportunity to thank the previous interim Chair of the Committee, Professor Andrew King, for all their work and for the support.

A request for any declarations of conflicts of interest was made and none were received.

M24-25/48 Minutes 23 January 2025

The minutes of the previous meeting (HJSC.24-5.37) were **reviewed** and **approved** as a true and accurate record of the meeting.

M24-25/49 Matters Arising

The Committee **received** a list of matters arising (HJSC.24-5.38). It was confirmed a number of actions had now been reported as completed, and that the following matters arising and actions from last meeting were still ongoing:

- Several actions related to the ongoing issues with data sharing between York and Hull.
- HYMS Chair of Board of Studies to contact Academic Quality/Policy colleagues at both Universities, to check if any further policy or regulation amendments are required to permit credit accumulation of CPD courses.

No further update about these ongoing actions was given at the meeting.

M24-25/50 Report of Chair's Actions undertaken since the last Meeting

It was noted that no Chair's Actions had been undertaken since the last meeting.

M24-25/51 Report from the Student Representatives

The Committee **received** the following report from Student Representatives:

- The SCC Co-Deputy Student Chair confirmed all issues had been resolved at departmental level, and that they had nothing to escalate to the Joint Senate Committee.
- The HYMS PGT Lead Representative gave very positive feedback from the MSc in Clinical Anatomy and Education students. They praised the high quality of the teaching given by excellent lecturers. The students had thoroughly enjoyed their programme and found it to be very rewarding.

The Chair thanked all the Student Representatives for their feedback and noted its importance to the Committee.

M24-25/52 Report from the Dean of HYMS

The Dean of HYMS gave a presentation to the Joint Senate. In supplement to the details in the slides, the following points were highlighted:

- Congratulations were given to Professor Peter Bazira on their new role at Ulster University. There had been some associated reshaping of Education leadership within the School, with Professor Lucy Ambrose taking on the role of Associate Dean Education.
- The leadership team are planning the School strategy renewal ahead of the 2026/7 academic year.
- The School's Athena Swan Gold application had been submitted, with colleagues working through feedback and awaiting the final outcome.
- A key focus for School was meeting student recruitment targets, and work was being done to improve conversion rates. New programmes and Continuing Professional Development (CPD) courses were in development, both in line with plans to increase income and to deliver the School's strategy to train healthcare professionals and scientists.
- The MSc Physician Associate programme has been suspended for 2025 entry pending the outcome of the Leng Review. In common with some other Medical Schools, HYMS was awaiting the Review outcome before making a decision about this programme going forward.
- Preparation work in respect of the NHS Long-Term Workforce Plan continued, pending a new publication.
- Voluntary Severance schemes were taking place at both Universities with some impact upon HYMS on the Hull side.
- Students on the MB BS programme had successfully completed the first formal cycle of the Medical Licensing Assessment (MLA) and had achieved fantastic results, performing highly at national level.
- The School was awaiting further updates regarding impact of the closure of NHS England upon medical education
- New Postgraduate Taught programmes were in development; the viability of current programmes and modules was also being reviewed.
- On the PGR side, the Medical Doctorate (MD) programme review was now complete and a number of actions would be taken forward as a result.

Slides would be circulated to the Committee.

ACTION: Secretary

M24-25/53 The 2024/5 Undergraduate and Postgraduate reports and Action Plans

The Committee **received** an update regarding the 2024/5 Undergraduate (UG) Action Plan (HJSC.24-5.39), Postgraduate Taught (PGT) Action Plan (HJSC.24-5.39.i) and Postgraduate Research (PGR) Action Plan (HJSC.24-5.39.ii):

a) UG report and action plan:

It was highlighted that the MB BS Action plan was highly important to the programme team, who spend much time working with students on the plan, with an aim of responding to student feedback on their experience. This year's Action Plan was smaller than previously, owing to the focus having been on ensuring that students felt confident about the implementation of the MLA. All actions were currently on track.

The UoY Associate PVC TLS congratulated colleagues on the work put into the MLA delivery and highlighted the success of the first set of student results. The Director of MBBS praised the efforts and development of the students, noting the high performance at national level.

Some areas of the MB BS programme were under review, such as the Scholarship and Special Interest Programme (SSIP) for Year 4. Additionally, changes to the allocation process of students' base sites came into effect this year, which should improve the student experience.

b) PGT report and action plan:

There was a focus on PGT recruitment and conversion, including coordination of marketing and recruitment activity in response to the challenge of targeting a diverse range of markets.

Work continued on new programme development, including development of a Masters in Health Tech and Human Anatomy and PG Cert in Advanced Generalist Medicine. The team continued to work on CPD implementation, including as part of the Palliative Care programme, where all modules would be run as standalone CPD modules from September 2025. This was currently small scale; the School would be seeking support from both Universities to help with scaling operationally this activity in future.

c) PGR report and action plan:

The Postgraduate Research Experience Survey (PRES) survey would be closing soon. In line with national trends, completion rates had been low; the School would have liked greater depth and breadth of responses in terms of different research areas covered.

M24-25/54 The Postgraduate external examiner reports and responses to issues raised

The Committee **considered** the Postgraduate external examiner reports and the School's responses to the issues raised (HJSC.24-5.40).

Generally, the External Examiners were very positive about the programmes and few areas for concern had been identified. The Chair of BoS confirmed that the School had already implemented

a reduction in the workload for the MSc Physician Associate programme, which had been a recommendation of the External Examiner. Comments about better alignment of learning outcomes to assessments were already being addressed by the PGT team.

The Chair noted the positive feedback from the External Examiners, as well as the importance of the constructive comments in terms of further continual improvement.

M24-25/55 The Annual Report on Widening Participation and Admissions

The Committee **considered** the Annual Report on Widening Participation and Admissions for the MB BS Medicine and Medicine with a Gateway Year programmes (HJSC.24-5.41), noting that some details in the paper regarding the Centre for Biomedicine had been included in error and would be discounted as they sat outside of the remit of HJSC.

The School reported a successful recruitment round for 2024/5, despite there being an increasingly competitive landscape for medicine. A re-balanced gender split had been achieved on the MB BS Medicine programme to levels in line with national figures, reflecting successful work to examine the suitability of marketing materials and the interview recruitment process.

Progress was noted in terms of Widening Participation, with 40% of the programme cohort coming from POLAR (Participation Of Local AREas) Quintiles 1 and 2. Although comparable national data are hard to obtain, the School believed it to be ahead of many other medical schools nationally in this respect.

The School was delighted to note the successful progression of all the students on the Gateway programme into Year 1 of the MB BS programme. It was noted that the gender split for the Gateway programme was not as even as for the overall MB BS programme, though the cohort was small and there was a lack of comparator programmes nationally to draw any meaningful conclusions from this data.

The School was actively considering its Widening Participation and Local and Regional Outreach strategies, noting the overlap between the two areas, and would bring further papers to HJSC regarding any updates.

It was noted that the School's Widening Participation activity contributed to both parent Universities' respective Access and Participation Plans (APP), and there was good mutual engagement here. The success of the School with regard to Widening Participation was recognised at both Universities, and was considered sector-leading; data on student outcomes and progression during the programme had been taken to a national Medical Schools' Council meeting. In terms of any gap in awarding or attainment, as noted in the last HJSC paper, a dissipation of these gaps was seen as students progress through their course, though there is other work remaining regarding that was noted at the last HJSC; any further action would be brought to a subsequent meeting.

M24-25/56 An Update on the Experiences of MB BS/Medicine with a Gateway Students from Under-Represented Backgrounds in Medicine

The Committee **received** an oral update regarding the experiences of MB BS and Medicine with a Gateway Year Students from Under-represented Backgrounds in Medicine. There had been a delay in providing this paper to the Committee following the departure of the colleague leading this work, but the School had been gathering relevant data and aimed to produce a paper for a subsequent HJSC meeting.

The Committee recognised the success of the Medicine with a Gateway Year route, which would see its first graduates at the end of the academic year. In addition, this academic year would see the highest ever number of HYMS graduates, following the completion of the first expanded cohort of the MB BS programme, whose students joined in 2020.

Alongside this expansion, student results remained incredibly high. The Committee noted these results were a reflection of efforts of students and staff within HYMS, as well as wider clinical partners in the region, who take pride in being affiliated with the School and its students.

M24-25/57 The Action Plan on Student Experience of Workplace Culture

The Committee **considered** an update on the Action Plan on Student Experience of Workplace Culture. The School was proud of the continued work being done in this area to recognise the difficulties that the students face and to find ways to support them. In past years, to support them in the clinical workplace, students had undertaken microaggression and bystander training. Positive results stemming from this training had been reflected in student feedback. The PGT Leadership team were considering how to offer the training in an online format for distance-based learners.

Student representatives noted that feedback from their cohort that students appreciate and find helpful the microaggression and bystander training. Additionally, they have appreciated the opportunity to feed back and further develop the training and have found their voices have been heard.

In the past year, the School had identified some internal cultural issues within student groups, including reports of misogyny. In response, the School developed a workshop for students in their early years of study, as part of the School's continuing efforts to recognise the experience of all students and respond accordingly in order to ensure a safe learning environment for all.

The Committee discussed the question in the paper about whether the parent Universities had seen any reports of misogyny beyond the Medical School context, and if there was work going on elsewhere in the Universities addressing this issue specifically. It was noted that within HYMS, this issue would not have been spotted via standard feedback routes, but, having received reports from students and investigated further, the issue had been revealed to have been subtle, recurring and taking place in multiple settings.

Committee members were not aware of the issue having been raised at either University, but would explore further. The HYMS Associate Dean Education and Dean of HYMS would discuss with the UoY Associate PVC TLS and UoH Associate Dean Education if there had been any reports of misogyny and associated work in this area at the respective Universities, and report back to HJSC.

ACTION: HYMS Associate Dean Education and Dean of HYMS, in discussion with the UoY Associate PVC TLS and UoH Associate Dean Education.

Eka Narayan left the meeting.

M24-25/58 Amendment Code of Practice on Postgraduate Research Degrees to include Clinical Honorary HYMS staff as Main Supervisors for PGR students

The Committee **discussed** and **approved** the proposed amendments to the Code of Practice on Postgraduate Research Degrees to include Clinical staff with HYMS honorary titles as main supervisors for HYMS registered PGR students.

This paper presented at this meeting responded to previous feedback given at the Committee; as stipulated, the Universities' PVCs for Research had since discussed the proposal and had endorsed it to be re-tabled at HJSC.

The proposal aimed to increase the number of projects that could be offered to potential PGR students and increase PGR student numbers. The paper listed the proposed regulations and procedures, detailing checks and balances which would be put in place to ensure these role-holders would engage fully with the PGR students and associated projects, and that they would complete the relevant mandatory training. There would also be a two-stage process involved before they would be permitted to take on the main supervisor role.

The Committee noted that the proposal would offer high-value opportunities for students to make the most of the skills of HYMS's staff and clinical partners, driving excellence in medical education.

It was noted that an enormous amount of work had been put into the proposal. Discussions had taken place about whether the proposed process was too onerous, but it was decided, on balance, to retain the process as suggested in order for supervisors to demonstrate their commitment to quality supervision.

The Committee **approved** the proposal, **subject to the following amendments**, to:

- Review the terminology in the paper and associated documents, to ensure that the supervisors were clearly stated to be honorary title holders rather than contracted staff.
- Consider whether an interview by one member of the PGR Board may be sufficient, rather than two. A pro forma approach may need to be taken.
- Contact the School Executive Office about creating a Standard Operating Procedure to ensure that the honorary title holders acting as main supervisors would have access to all systems and student records needed to perform the role.

ACTION: Chair Postgraduate Research Board, HYMS**M24-25/59 Removal of Postgraduate Training Scheme from PGR development/training**

The Committee **discussed** the proposed removal of the Postgraduate Training Scheme (PGTS) from PGR development and training. The proposal was to change the way the School provided training for PGR students. The PGTS comprised mandatory credit-bearing modules, whilst the newer Postgraduate Research Development (PRD) Scheme allowed more flexibility by offering points for different activities, developing research skills and without restriction to only credit-bearing modules. It was confirmed that the students on PRD would still be able to obtain points by taking credit-bearing modules if they wished to.

HYMS students were currently allowed to choose between the two schemes, but there were administrative complexities to offering both, and changes had been approved at UoH to move away from a compulsory credit-bearing scheme, so there would be a reduction in available modules to students taking the PGTS-only route. It was confirmed that the PGTS would be gradually taught out; the few students currently taking it would be permitted to remain on this route or switch to the PRD, but the School would stop offering the PGTS as an option to new students from September 2025.

The Committee noted an outstanding question about whether, when undertaking the PRD, students choosing to accrue points via credit-bearing modules would still be able to receive the associated PGCert or PGDip awards. The Committee would need to consider the full implications of the proposal upon these awards. If the paper proposed the formal removal of awards from the HYMS suite of offerings, this would need to be discussed with relevant colleagues in the School and at both Universities, and a subsequent, updated paper would need to be brought to the Committee which included seeking the formal withdrawal of any associated awards.

ACTION: Chair Postgraduate Research Board**M24-25/60 Dates of Remaining Meetings in 2024/2025**

- Wednesday 02 July 2025 10:00-12:00 (Zoom)

M24-25/61 Dates of Meetings in 2025/2026

- Wednesday 05 November 2025 10:00-12:00
- Wednesday 21 January 2026 10:00-12:00
- Wednesday 22 April 2026 14.00-16.00
- Wednesday 01 July 2026 10:00-12:00

M24-25/62 Any Other Business

The Dean of HYMS highlighted that this Committee meeting would be Peter Bazira's last before taking up their new position as the Dean of the Ulster University School of Medicine. They thanked Peter for all their work over the years and contributions to the School and this Committee.

ANNEX A: Attendees of the Unreserved Agenda**Members**

John Craig (Chair, PVC, Education, Hull)
 Aisha Ali (HYMS PGT Lead Representative (Hull and York leads))*
 Debbie Maxwell (University of York Senate representative)
 Eka Narayan (Co-Deputy Student Chairs, SSC (Hull and York leads))*
 Francis Ani (HUSU President for Student Communities)*
 Julie Castronovo (Associate Dean Education, Hull)
 Kehinde Akin-Akinyosoye (Deputy Chair for the BoS)
 Lauren Clunie (Chair, Postgraduate Taught Board, HYMS)
 Lucy Ambrose (Director of MBBS)
 Mark Wade (Chair Postgraduate Research Board, HYMS)
 Matthew Morgan (Dean of HYMS)
 Paul Pryor (Chair of the Board of Studies, HYMS)
 Peter Bazira (Associate Dean for Teaching and Learning, Chair in Clinical Anatomy and Medical Education, HYMS)
 Steve King (Associate PVC; University of York Teaching Committee representative)
 Tvisha Ganesh Gowdra (HYMS York Course Rep Lead)*
 Zach North (Director of Apprenticeships / Senior Lecturer in Advanced Clinical Practice, Hull)

In Attendance

Lisa Tees (Academic Quality Manager, University of Hull)
 Amy Muckersie (Academic Quality Manager, University of York / Secretary)
 Becky Lloyd Jones (Quality Support Officer University of York / Assistant Secretary)

Apologies

Tracy Lightfoot (Deputy Chair, PVC, Teaching, Learning and Students, York)
 Amber Lidster (Student Co-Chair, Student Staff Committee (SSC), HYMS)*
 Caroline Chaffer (School for Business and Society Joint Associate Dean for Teaching and Learning-Student Experience; University of York Senate representative)
 Chris Wilcox (Associate Dean Student Experience, Faculty of Health Sciences; University of Hull Education Student Experience Committee representative)
 Claire Hughes (Associate Dean (Teaching, Learning and Students), Faculty of Sciences, University of York)
 Fenella Johnson (Academic Officer, York SU)*
 Laura Treadgold (Dean of the Faculty of Health Sciences, University of Hull)
 Nadine Smith (Chief Operating Officer, HYMS)
 Omar Amin (Co-Deputy Student Chairs, SSC (Hull and York leads))*
 Sarah Mahmood (Student Co-Chair, Student Staff Committee (SSC), HYMS)*

*Members marked with a * do not attend for reserved business.