



**Minutes from the meeting in
Programme Committee for Global Health
Monday 16 March 2020 at 14.30 – 16.00 p.m.**

Attendees: Karen Marie Moland; Thorkild Tylleskär; Bente Moen (Head of CIH); Tehmina Mustafa; Ingunn Marie S. Engebretsen, Ingvild Fossgard Sandøy; student representatives: Pierina Benavente Velando and Kala Chand Debnath

Secretary: Linda Karin Forshaw

I Approval of the Agenda

The agenda was approved by the attendees.

II Minutes from the Programme Committee meeting on 17 February 2020

Due to few attendees the minutes were distributed to all the members with a deadline for feedback. All subjects were approved except Subject 12/20 regarding course coordinators for INTH315 and SDG303, which the Committee needs to continue discussing (Subject 23/20) and Subject 19/20 regarding the time schedule for autumn courses 2020; the time slots are altered to: 8.30-9.15 9.30-10.15; 10.30-11.15; 11.30-12.15; 13.00-13.45; 14.00-14.45.

III Matters arising from the minutes

- The decision to invite Julius Marcus Fisher the tropEd Institute, Charité University Berlin has been cancelled, Richard Skolnik, who is the author of the course book for SDG301, will be invited instead, even though he is retired he is willing to introduce his work.
- Øystein Haaland was nominated as a candidate together with his statistics group for the education prize.
- How to handle plagiarism on home assignments. There are no standard guidelines. We will address this at the meeting 20 April.

Subject 22/20 Matters of information

Information about EPN

Postponed until further notice.

Change of mode of assessment INTH302

The discontinued course *Epidemiology* (INTH302) has to be reinstated because specialist candidates from Department of Clinical Dentistry (IKO) will take the epidemiology part of the course *Methods in Global Health Research* (INTH315) and need a separate course code. The course coordinator Cecile Svanes wishes to change the form of assessment from school exam to home exam. This request was sent to the members of the Committee for comments, none were received so this is approved.

Admission to Master's programme in Global Health, autumn 2020

Self-financing International applicants: 528 persons have applied for admission, whereof 224 were found eligible by the Division of Student and Academic Affairs (SA) at UiB. This year there is a new system, the Admission Committee has to decide who qualifies for admission and SA will offer admission to the ones with the highest average grades. Admission letters will be sent in April.

EU applicants: The application deadline for EU applicants is 1 March.

Self-financing Norwegian applicants: The application deadline for Norwegian applicants (or international applicants with a valid residence permit in Norway and a Norwegian ID number) is 15 April.

New Member of the Programme Committee

Ingvild Fossgard Sandøy is the course coordinator for INTH315, she is therefore added as a new member.

Strategy day

CIH will organize a Strategy day 30 March to discuss important issues regarding organization of the compulsory courses. There will be a party for all the staff members after the meeting.

Subject 23/20

Course coordinators for INTH315 and SDG303

Both courses last 9 weeks and are demanding to organize. The Committee discussed this subject at its last meeting (Subject 12/20) and suggested that we should strengthen the model earlier agreed upon with defined teams for each course with a rotating main coordinator role (time period for course coordination not defined) The feedback from the distributed minutes showed divided opinions and a need for a broader discussion about the organisation of courses and course coordination.

There was a broad consensus that when planning such extensive courses the course responsibility should be allocated for a three year period. However, the course coordinator needs support for a team of two to three people. One of the team members should be a teaching/course assistant.

Decision

INTH315

Ingvild Fossgard Sandøy will be the course coordinator from this autumn with the supporting team members Bente Moen and PhD candidate Shoaib Hassan. Tehmina suggested that PhD candidate Maryam Riaz also could be a teaching/course assistant for basic science, 25 % of her position is allocated for teaching/instruction.

INTH302

Cecilie Svanes will continue to be the course coordinator and there will be less of a burden as INTH302 will be administered by Department of Clinical Dentistry (IKO).

SDG303

Karen Marie Moland and Sven Gudmund Hinderaker will be the course coordinators, suggested supporting team members are Bjarne Robberstad and a PhD candidate.

Global health

The course Global health for medical students will probably be cancelled according to the course coordinator Sven Gudmund Hinderaker, because the major part of the course are field visits to LMIC.

Bente concluded that until further everyone should continue planning next year anticipating that the programme can run as as normal.

Subject 24/20 Course coordinator for INTH321A

Thorkild Tylleskär is the current course coordinator, he will have a research leave next year and a replacement must be appointed.

Decision: Since the course is important for CISMAC the head of the Committee will approach Halvor Sommerfelt about identify people within the group, who can coordinate the course in cooperation with a team of PhD candidates and/or postdocs.

Subject 25/20 Self-assessments from the Programme Committees at the Faculty of Medicine 2020

The Faculty requests the program committees to prepare a short, written self-assessment of 1-2 pages on the reporting points by Monday, April 20, 2020.

The self-assessments, together with discussion from the dialogue meeting, will form the basis for the faculty's study quality report to UiB.

The reporting points are as follows:

- Focus areas, plans and priorities for the 2020/2021 academic year
- Completed and planned course and program evaluations
- Measures to increase standard study completion time

The Committee should discuss the matter and come with suggestions.

There will be an online dialog meeting tomorrow (17 March). The Faculty wishes to find out what works or not. The Committee member are asked for inputs. The Head of the Committee will draft a report that will be circulated among the member requesting feedback. This, and how to increase the flow of students should also have been discussed at the seminar for all the Faculty's Programme Committees, which has been cancelled.

The general perception is that there are more delays are more after the discontinuation of the Quota programme. The question arose; should the Master programme be offered more as part time studies, so the students can combine with jobs?

The Programme auditor Maria Emmelin will carry out an external evaluation of the programme. How does the Faculty plan for external evaluations of the programmes? The deadline for the tentative report is in April.

Decision: The head and the secretary write the report based on the suggestions that come up and distribute it to the Committee members for approval.

Subject 26/20 Graduation ceremony

CIH has previously decided to have a graduation ceremony for all the graduating Master's students. The Programme Committee should discuss how to organize this and decide on a date.

Decision: The Committee wished to have a graduation ceremony for the students when all the Master exams are finished. However, and especially during the Corona virus outbreak, the exams will probably be moved forward and it will be difficult to organize. Under normal circumstances the Committee wishes to have the exam concentrated in limited period e.g. three days, with the graduation ceremony on the following Monday.

Due to the extraordinary circumstances the Committee cannot make a decision. The Committee will postpone their decision.

Subject 27/20 The Coronavirus outbreak

Due to the situation with the Coronavirus outbreak, the University of Bergen has decided that the Faculty of Medicine should stop all teaching on campus. This means:

- Students in ALL study programs at the Faculty of Medicine should stay away from teaching rooms/facilities, dental clinics, laboratories, reading rooms and hospitals
- Students in practice outside Bergen are not yet affected by this provision

The faculty ask teachers/ teaching instructors to organize and follow up the students through Mitt UiB. Current measures include:

- Posting lecture notes
- Creating reading syllabus and references to literature
- Link to current web resources, such as videos
- New solutions for audiovisual communication between teachers and students are currently being worked on

All exams will run as planned until further notice.

The Committee should discuss how to organize teaching during this period.

Decisions:

1. The Research seminars will be held online, two presentation on Wednesday (19 March)
2. INTH356 – teaching online Friday, today and tomorrow. Home exam on Friday (20 March).
3. INTH325A – will be run online by David Lackland Sam from Ghana, this week (first of three) is preparatory work, and the last week is self-study with reading and writing an essay on a self-defined topic.
4. INTH360 – the course coordinator Ingunn Engebretsen will run the course as planned. However some participants are probably being quarantined, and everything is very uncertain. Maybe people want to travel to Norway, but we don't know if this is possible. Her plan A will be to change it from face-to-face to online.
5. Several courses have been run online (INTH328B; INTH323O and INTH310A), the course coordinators offer to share their experiences.
6. Bente Moen informed about UiB's new system for online meetings Kaltura (Webinar tomorrow (17 April).
7. tropEd usually very strict regarding methods of teaching and mode of assessment, but are willing to make an exemption

Subject 28/20 Report from the student representatives

Student representative Pierina Benavente Velando gave the Committee an update. Some of the students have contacted her. It is challenging for them and they are very uncertain about the courses ahead. Some of them are abroad and borders are closed and they are wondering what to do in general. We have to respect the different countries guidelines. They have expressed their worries about writing and submission of their Master theses, submission of Research proposals. E-mails with relevant information will be sent to both the master cohorts will be sent to the students. The Committee did not think it was necessary with a general extended deadline for submitting the Master thesis, but the students can apply for extensions on an individual basis.

The exchange students on the elective courses need practical information at the beginning of each course, the administration will start with this again from next year.

Most students have cancelled planned trips abroad, and are staying in Bergen.

Subject 29/20 Any other business

None