



**Minutes from the meeting in
Programme Committee for Global Health
Monday 17 February 2020 at 12.00 – 13.00 p.m.**

Attendees: Karen Marie Moland; Thorkild Tylleskär and Bente Moen

Secretary: Linda Karin Forshaw

I Approval of the Agenda

The agenda was approved by the attendees.

II Minutes from the Programme Committee meeting on 20 January 2020

The minutes were approved by the attendees.

III Matters arising from the minutes

Subject 10/20 Matters of information

Programme Committee seminar

The Faculty of Medicine has organized a seminar for all the Programme Committees at the Faculty. The date is 17 March at 11.30 a.m. to 16.00 p.m., the venue is Hotel Scandic Ørnen. The invitation has been forwarded by e-mail to all the members. The deadline for signing up is 1 March.

Norwegian course description

The Faculty has decided that there should be both an English and a Norwegian (Nynorsk) version of all course descriptions for PhD courses. Kristi Nordstrand will translate CIH's course descriptions and the course coordinators will have to approve. She thinks it is only a question of time before the Faculty demands the same for the Master's courses.

Merit system at Faculty of Medicine

The Faculty of Medicine has established a Merit system with the first announcement in 2020. The Merit status will be awarded to scientific staff who have shown significant efforts to ensure educational quality in a broad sense.

New student representative for the 2019 cohort

One of the representatives has left the Master's programme and a new one should be appointed. The administration will contact the students regarding this.

Subject 11/20 Revision of the Master's degree in Global Health

A working group should be appointed to work with Revision of the Master's degree in Global Health.

Decision: The Committee postpones this to its meeting 16 March, when there are more attendees.

Subject 12/20 Course coordinators for INTH315 and SDG303

Both courses last 9 weeks and are demanding to organize. The Committee discussed and decided not to have a permanent course coordinator, but that the responsibility should rotate within defined teams for each of the courses.

For the course *Research methods in global health* (INTH315) Katja Isaksen was employed as an assistant teacher. She shared important messages and information on *Mitt UiB* and was in close communication with the course coordinators about organisational and other issues arising. She also adapted, in close collaboration with all the involved parties, the standard evaluation form used at CIH to the particularities of INTH315.

Decision: The Committee decided the responsibility should rotate within defined teams of two to three persons for each of the courses. In addition, assistant teachers should be appointed for both courses. Shoaib Hassan was suggested for INTH315.

Subject 13/20 Registration of new students for the elective courses

The Committee discussed how to avoid problems with the registration of new students participating in the elective courses.

Decision: The Committee decided to use University of Bergen's exchange admission system. CIH's partner institutions will have to nominate student for admission. The administration will send information about this so it can be shared with our partners. Also, the information about admissions on CIH's website will be updated.

Subject 14/20 Plagiarism

The last years CIH has had several plagiarism cases. All these have been dealt with ad hoc. The Committee should discuss and decide on implementing standard guidelines for these cases.

Decision: The Committee decided to make standard guidelines for cases of plagiarism. The head will make a draft before the next meeting.

Subject 15/20 Guest lectures on the social determinants of health and health in all polices

Julian Marcus Fisher has been lecturing on the social determinants of health and health in all polices in the Masters in International Health Programme at the TropEd Institute, Charité University Berlin, and wanted to enquire whether CIH would like a similar lecture.

Decision: The Committee decided to invite Julian Macus Fisher as a guest lecturer during the course *Global health - challenges and responses* (SDG303) to give lectures on the social determinants of health and health in all polices.

Continued discussions and decisions from last meeting:

Subject 16/20 Awards for outstanding educational initiatives

The Committee suggested to nominate the *Health Systems Game* (part of SDG303) and the statistics part of the course INTH315 (Subject 01/20). The Committee agreed to look at the evaluation from the students before a decision is made.

Decision: The Committee agreed to nominate Øystein Ariansen Haaland for his valuable contribution to introduce statistics in an understandable way to the Master's students during INTH315.

Subject 17/20 Admission requirements

The Committee decided not to implement the admission requirement for a certain grade from upper secondary school as proof of competence in mathematics (Subject 02/20). The Committee should continue to discuss how to ensure that the students have the necessary competence in mathematics. Thorkild Tylleskär has sent a link to online courses, which may be useful: Many online math courses on first search: <https://www.google.com/search?ie=UTF-8&client=ms-android-samsung&source=android-browser&q=mooc+mathematics+courses>.

Decision: The Committee agreed to test the students' mathematical skills at the beginning of the Master's programme and offer those who fail to take an online course. The details must be discussed at the next Programme Committee meeting.

Subject 18/20 Examination procedures and quality control

The Committee decided that the exam papers for all school exams should be assessed by Programme auditor Maria Emmelin or some other qualified person (Subject 03/20). The Committee continued to discuss procedures for implementation of quality control.

Decision: The Committee decided the exams for the two compulsory courses SDG303 and INTH315 should be assessed by Programme auditor Maria Emmelin. For the elective courses with school exams another member of the academic staff should assess the exam questions.

Subject 19/20 Time schedule for autumn courses 2020

Decision: The Committee decided on the following time slots are: 8.15-9.00; 9.15-10.00; 10.15-11.00; 11.15-12.00; 13.00-13.45; 14.00-15.00.

Subject 20/20 Report from the student representatives

No student representatives were present.

Subject 21/20 **Any other business**
None