



**Minutes from the meeting in  
Programme Committee for Master's programmes at  
Centre for International Health  
Monday 30 November 2015 at 2.30 – 4.15 p.m.**

**Present:** Karen Marie Moland (Head of Committee), Maria Emmelin (Programme auditor), Amalie Boge (stud. repr.), Mwila Lundamo (stud. repr.), Bente Elisabeth Moen (observer), Kamal Mustafa, Randi May Oen and Kathrine Skarstein

**Absent:** Sven Gudmund Hinderaker, David Lackland Sam (observer)

**Secretary:** Linda Karin Forshaw

**I Approval of the Agenda**

The agenda was approved.

**II Approval of the Minutes from the Programme Committee Meeting on 12 October 2015**

The minutes were approved.

**Subject 31/15 Matters of information**

***Discontinuation of the Quota Scheme and the new partnership programme***

Bente Moen gave the Committee an update regarding the new partnership programme.

The Quota scheme has been discontinued as the Norwegian government has decided to phase it out starting October 2015. Students and PhD candidates who are already in the scheme will be allowed to complete their degrees, and some transfers from Master to PhD will be permitted. However the deadline for applications has been brought forward to 10 December 2015 from 15 April 2016. The Admissions Committee will have a meeting 11 December.

SIU will announce the new programme early 2016, the suggested application date is 1 September 2016. No scholarships will be given to individual students, but up to a total of NOK 5 mill. for a period of five years for each partnership. This applies to both master and/or PhD level, joint degrees will be prioritized. Students from partner institutions can come and do part of their programme at UiB. All our partners are on the list except Burkino Faso and Congo. Also funding for Norwegian students, however there will not be students before autumn 2017. For the academic year 2016-2017 there will only be self-financing students, both international and Norwegian. The new programme will be discussed at CIH's strategy meeting 17 December. Focus on suggesting alternative projects such as the refugee issue etc.

We are encouraged to continue planning the new programme even though things are uncertain, must be finished spring 2016, so we can admit students from autumn 2017.

### ***The new Master of Global Health programme***

Follow-up from previous meetings. Karen Marie Moland gave a status update. The course portfolio will not be changed, but some courses might have to be revised to fit the new programme according to the requirements of SIU (Norwegian Centre for International Cooperation in Education). The deadline has been extended, but the process is quite extensive and the new programme has to be approved by the following bodies: the Faculty Board; the University's Education Committee (UiBs utdanningsutvalg (UU)) and finally the University Board

### ***New course on "Basic course in qualitative research methods"***

Follow-up on the e-mail sent to the Committee members in September. It was regarding the establishment of a new course called "Basic course in qualitative research methods" that will be taught at Hawassa University in Ethiopia and at University of Kinshasa in DR Congo. Karen Marie Moland will be the course coordinator. The course has already been carried out this autumn. It is funded by NORAD and is aimed at master students and PhD candidates from institutions that have project collaboration with CIH, who are not able to attend the course in January. The course has to be approved by the Faculty of Medicine and Dentistry. Since it is not part of the course portfolio for the master programmes it must be approved by the Department of Global Public Health and Primary Care's board rather than the Programme Committee.

## **Subject 32/15 Report from programme auditor**

The programme auditor Maria Emmelin presented her observations, reflections and recommendations regarding CIH's student evaluations of courses and how they are or should be followed up.

She made the following observations: few course leaders submit course reports on a regular basis; the few that have submitted only have one report available in My space; the available reports were very self-reflective and good, with clear suggestions of measures to take in case of needs for improvement – but there is no follow-up.

Her reflections were: That both the University of Bergen and Lund University have the same challenges to make use of the collected information and allow it to positively influence course development; Bergen university has maybe a more top-down approach to evaluation and quality assurance, where it is the university management that initiates and controls the course evaluation; Lund university is leaning more on student's evaluation of satisfaction

She recommended the following measures at course and programme level:

Course leaders should: Present the previous course evaluation at the start of each course; carry out regular verbal evaluations throughout the course; issue a written questionnaire at the end of the course; compile a course report at the latest 4 weeks after the course ends based on self-reflections and suggestions for improvement.

The head of the Programme Committee should: compile a programme report and present it to the Committee every year.

The teacher should have reflection meetings in order to: have a clear aim of improving courses; use student evaluations as well as course reports as point of departure for discussions; be course and/or program specific; get to know each other's courses and teaching modes; be a forum for sharing experiences also about negative critique from students.

The student representatives informed the Committee that all the courses have had student evaluations in different forms; written, dialog meetings etc. However, the evaluations have not been followed up. INTH316 started with an introduction of what went wrong last year; the students did not appreciate this as this lowered their expectations. However, their final impression was that it was all in all a good course. One It's difficult if there are oral evaluations because there is no proof of what was discussed, in that sense written feedback is better, maybe a combination ((litt usikker på hva Maria og studentene mente – spør KM)). More emphasis on teaching. How do we take it from here; address the evaluations at teachers team meetings ((finnes det her?)) Expand to staff meetings, in order to discuss course evaluations or perhaps just a meeting with the course coordinators; the head of the Programme Committee?

### **Subject 33/15 Erasmus+**

The Erasmus program has existed for 25 years and resulted in over three million students spending part of their time studying at another higher education institution in Europe. Erasmus+ has now opened up the possibility for student exchange to other parts of the world, both for students and staff, so called Global mobility. The exchange is organized between program countries (28 EU Member States, Iceland, Liechtenstein, Norway, Macedonia and Turkey) and partner countries (all other countries in the world, except for some regions). Program countries are those who fully participate in Erasmus+ program.

Students at all levels of study (bachelor, master and PhD) can get support to study abroad as an integrated part of their education for 3-12 months.

If CIH is interested in applying, the deadline is ? February and the Faculty of Medicine and Dentistry has to be kept up to date with who, how and when an application is sent.

- The Committee agreed that CIH should apply, new opportunities, also for Norwegian students. International students can do the compulsory or/and elective courses (up to 12 months) and then do fieldwork in their home country.

### **Subject 35/15 Schedule for Programme Committee meetings spring 2016**

The committee should agree on meeting dates for the next semester, the head suggests the following dates: 1 February 2016; 15 March 2016; 25 April 2016 and 6 June 2016.

**Subject 36/15 Any other business**

None

The next Programme Committee meeting will be 1 February 2016.