



**Minutes from the meeting in**

**Programme Committee for Global Health**

**Monday 22 March 2021 at 14.30 – 16.15 p.m. (on Zoom)**

**Attendees:** Karen Marie Moland; Thorkild Tylleskär; Bente Moen; Tehmina Mustafa; Ingunn Marie S. Engebretsen, Stein Atle Lie (IKO); Sven Gudmund Hinderaker; Ingvild Fossgard Sandøy; Catherine Schwinger; student representative Marta Wysocka

**Secretary:** Linda Karin Forshaw

**I Approval of the Agenda**

The agenda was approved.

**II Minutes from the Programme Committee meeting on 25 January 2021**

The minutes were approved.

**III Matters arising from the minutes**

Karen Marie reminded everyone about the SAFE server, which all those carrying out research are expected to use. All projects should also be registered in RETTE. We will find out if those who have applied for ethical approval from REK will automatically be registered.

**Subject 9/21 Matters of information**

***A guide for students and supervisors on fulfilling the requirements for the degree of Master of Philosophy in Global Health with internship***

There was not enough time to discuss this subject at the previous meeting, it was therefore sent to the members for comments. We have incorporated these and consider the thesis guidelines to be approved by the Committee.

***Guidelines for examiners – Master examination in Global Health***

There was not enough time to discuss this subject at the previous meeting, it was therefore sent to the members for comments. None were received so the *Guidelines for examiners* are considered approved.

***Admissions - deadlines***

- INTGRAD admissions (MAMD-GLOB) - Assessment period for Admission Committee at CIH 22.03.-14.04.21
- Admissions EU/EØS/Switzerland (MAMD-GLOB) - Assessment 06.-14.04.21
- Master admissions (MAMD-GLOB) - Assessment 07.06.-11.06.21

There was a question regarding candidates from ongoing research projects, they have to fulfil the minimum admission requirements. These students will receive scholarships.

### ***Awards for outstanding educational and research initiatives***

This year the Faculty has a joint announcement of awards for outstanding educational and research initiatives (Felles utlysning av utdannings- og forskningspriser).

Regarding nomination of courses, the students are best qualified to do this.

### ***Programme Committee meeting and seminar***

The Faculty organized a meeting for the Programme Committee leaders at Ørnen Hotel 16 March, where the following was discussed:

- Quality reporting 2020 (Subject 10/21)
- Evaluation of RETHOS (not applicable for us)
- Announcement of awards for outstanding educational and research initiatives
- System explanation of quality in education
- Announcement of position for students

Linda participated on behalf of Karen Marie for the Committee.

After lunch there was a seminar for all the Programme Committees, where the following was on the programme:

- From school exams to home exam: how to design exam questions?  
Professor Arild Raaheim
- Group work: program-specific exercises in making exam questions.
- Continuation of group work with review and discussion
- Experiences from the exam work on nutrition by Professor Jutta Dierkes

Ingunn and Linda participated.

### **Subject 10/21 Quality reporting 2020**

The Faculty requests the Program Committees to prepare a short, written self-assessment of 1-2 pages by 19 April 2021.

The short report should cover the following points:

- Focus areas, priorities and challenges for the academic year 2021/2022
- Work to implementing student-active and varied teaching and forms of assessment - what has been achieved so far and what remains?
- Measures to increase the number of students finishing by the expected time
- Students' learning environment

**Decision:** The head and secretary will make a draft for a report and send it to the Committee for comments.

### **Subject 11/21 Plan for programme evaluation**

All study programmes at master's and bachelor's level should be evaluated at least every 5 years. The Faculty of Medicine determines which study programmes are to be evaluated, while the Programme Committee is responsible for planning and carrying out the evaluation. They have decided that the Master programme in Global Health should be evaluated by 1 May 2021.

Program evaluations should normally be a self-evaluation. The Programme Committees can also use external evaluation, or the Program invigilator can be given the task of evaluating various aspects of the study program. Peer or Program auditor evaluation can come as a supplement to or instead of a self-evaluation.

Evaluation of study programs should include assessments of:

- the study programme's profile and structure, occurrence of joint teaching and courses specially developed for the study program, opportunities for study periods abroad, academic and social activities.
- whether the choice of teaching and assessment methods is in line with the established learning outcome for the study programme
- practical implementation
- number of applications / study places, completion, failure rate and dropout
- grade distribution
- access to resources
- comments on the student evaluations
- study information and documentation
- access to digital resources / support
- the Department's / program leader's assessment and suggestions for improvements

**Decision:** The programme auditor Maria Emmelin will be asked to contribute to the evaluation. The head and secretary will make a draft for a report and send it to the Committee for comments.

### **Subject 13/21 Master programme in Global Health**

The programme is offered to graduates from schools of medicine or dentistry, and from related disciplines in health, natural and social sciences. Experience shows that the compulsory course *Methods in Global Health Research* (INTH315) is very challenging for graduates from non-medical educations. The Committee should discuss whether we should: 1) amend the programme to better suit these students; 2) Continue as now but better describe the considerable weight on epidemiology and statistics when the programme is announced in order to prevent wrong expectations to the programme.

The Committee discussed what kind of students we wish to have in the programme, which is very medical, epidemiology and statistics oriented.

There was a general acknowledgment that the statistics is advanced for those who did not have advanced mathematics from secondary school. The members wished to continue as of now, but that the course description and other information must describe the programme more thoroughly.

**Decision:** To have a thorough review of the course description and information on the webpages and ensure that the expectations are explained and clearly state what level of competence in mathematics is required.

#### **Subject 14/21 ECTS credits for courses/activities**

Follow up of from last meeting (Subject 5/21). There was very little time to discuss the issue, so the discussion and decision will continue at this meeting.

The issue is that there is an imbalance in the ECTS credits for compulsory courses/activities versus elective courses. Almost all our Master students have too many ECTS credits when they take the Master exam, the requirement is a total of 60 ECTS credits. The Faculty has criticized this and has asked us to reorganize our courses. The compulsory courses/activities add up to 46 ECTS credits, so there are only 14 ECTS credits left over for elective courses. The head and secretary suggest that the 6 ECTS credits for *Research Seminars* (INTH326) is reduced to 5 ECTS credits and that the 10 ECTS credits for *Proposal development* (INTH330A) is reduced to 5 ECTS credits. The Committee should discuss if these or other measures should be taken.

**Decision:** The Committee decided to reduce the ECTS credits for INTH326 to 5 ECTS credits (from the next cohort). Regarding the ECTS credits for INTH330A, a few clarifications need to be sorted out before the Committee can make a final decision.

#### **Subject 15/21 New global nutrition course**

The Master Programme in Clinical Nutrition has requested that Professor Ingunn Engebretsen, who is the course coordinator for the course *Global Nutrition* (INTH360), makes a shorter version of the course which is compulsory for master students in clinical nutrition. The course should be reduced from 5 to 4 ECTS for this student group. Thus, the course will then have two course codes with varying assignments. The existing INTH360 course with 5 ECTS will be open as an elective course and continue with an essay and exam. The 4 ECTS course will only have one written exam. The course should have a separate course code which reflects that it is a course in nutrition but that it is offered by CIH/IGS. Ingunn suggests either NUTRINTH or INTHNUTR.

**Decision:** Same problem as above – visualize that we give this teaching to another study programme. Thorkild's suggestion SDG302. Ingunn – make something more sustainable – providing a course with different coursework (arbeidskrav). Needs more thought, move decision to next meeting? (Ingunn needs to comment.)

**Subject 16/21 Report from the student representatives**

- The students need information about funding for their projects. Bente will send information to the students.
- The students are concerned about the quality of lectures on Zoom. Most of the classes are led in a good way with some exceptions. It has almost been a year with online teaching but still not all teachers are accustomed with Zoom, this especially applied to “external” teachers that have a few lectures.
- They also had a question about feedback on their research proposals. If they fail, is there another three weeks for feedback. We will find out.

**Subject 17/21 Any other business**

The next meeting will be 31 May.