



**Minutes from the meeting in
Programme Committee for Global Health
Monday 28 September 2020 at 14.30 – 16.30 p.m. (on Zoom)**

Attendees: Karen Marie Moland (Head); Thorkild Tylleskär; Cecilie Svanes; Bente Moen; Tehmina Mustafa; Ingunn Marie S. Engebretsen; Sven Gudmund Hinderaker; Ingvild Fossgard Sandøy; student representatives: Camilla Brox and Mudasar Iqbal

Secretary: Linda Karin Forshaw

I Approval of the Agenda

The agenda was approved.

II Minutes from the Programme Committee meeting on 25 May 2020

The minutes were approved.

III Matters arising from the minutes

None.

Subject 43/20 Matters of information

New student representatives

The new student representatives are Camilla Brox and Mudasar Iqbal.

Admission to Master programme in Global Health

The administration of admissions has been centralized, which means the Division of Academic and Student Affairs at UiB administers the admissions with input from the Admission Committee at CIH.

Self-financing International applicants: Of 527 applicants 224 were sent to CIH for professional assessment and 31 were offered admission, whereof 5 commenced their Master studies this autumn (some online).

Self-financing Norwegian and EU applicants: 33 persons were offered admission, whereof 19 commenced (some online). Three persons have been granted one-year deferral.

In addition one student who was granted one year deferral last year commenced.

Schedule for elective courses, spring 2021

The schedule for the spring courses has to be announced on the tropEd webpages. In addition, the deadline for registering everything in FS (Common student system) is 1 October. Some of the members had an extraordinary meeting 31 August to set the dates and discuss the revised course descriptions for the courses *Observational epidemiology, survey, cohort and case control*

studies (INTH356) and *Experimental epidemiology* (INTH321A), the teaching modality will be changed from on campus to online. *The course Qualitative research methods for global public health – Online* (INTH3230) will reduce from 6 to 4 weeks, but will have the same amount of ECTS credits (5). The descriptions have to be accredited at tropEd's General Assembly Meeting in the beginning of October.

On the basis of feedback from the Programme Committee members present, the course descriptions were revised before submission to the tropEd network September 24.

(Subject 48/20 was omitted from the Agenda).

Master projects

Potential supervisors are requested to propose master projects by 1 October. The proposed master projects will be presented to the students by Bente Moen and Karen Marie Moland 16 October. The deadline for the students to submit a ranked list of three desired projects is 6 November. Based on feedback from the supervisors the students will be given written feed-back on their assigned project by 13 November.

Measures for examinations autumn semester 2020 - The corona situation

The Division of Academic and Student Affairs at UiB sent a letter to the Faculties regarding implementation of special measures for examinations that are planned to take place physically. Based on the health authorities' corona recommendations, UiB's guidelines, and an assessment of the local conditions, the SDG303 coordinators proposed to change the exam from on campus written exam to an online exam with one written and one oral part.

In view of the Programme committee decision (see minutes extraordinary Programme committee meeting September 2) to approve the proposal, the students were informed about the change through MittUiB. On behalf of a large group of students, the student representative sent a formal appeal/complaint to the Faculty arguing and requesting to keep the assessment form described in the course description; 4 hour written exam. With the campus opening up for students again from September 30, the course coordinators proposed to the Programme committee that we withdraw the suggested exam change. In view of the eased corona restrictions at UiB, the committee agreed to reverse the decision.

The Committee also agreed that if the COVID-19 situation changes for the worse again, the written exam has to be converted to a home exam and the grading scale will change from A-F to pass/fail.

Subject 44/20 Instructions for examiners for Master exams

Many of the examiners request instructions on how they are expected to carry out their assignment. The other Master programmes at the Department have instructions. Based on these we have made a draft for instructions for examiners for Master exams in Global Health.

The major points from the Committee were that none of the examiners should "lead", they should collaborate, they should decide on how to divide the

discussion with the student between themselves; the supervisor should chair the exam, etc.

Decision: Karen Marie and Linda will make a new draft based on the suggestions for clarifications and improvements from the Committee, which will be circulated to the members before the next Programme Committee meeting.

Subject 45/20 Assessment form for Master exams

An external examiner for one of the Master exams this spring requested a form for calculating the different parts of the Master Thesis and adding up for the final grade. He sent us the one they use at his University and the Committee should discuss if we should make a similar one.

The Committee thought the form was too detailed and rigid. All of the academic members of the Committee have experience from being both internal and external examiner and they agreed that the grades were often set on a qualitative assessment and most of them would feel uncomfortable using such a form. However they thought it would be useful to have some kind of uniformity in assessment and that it would be a good idea to have a check list with what to focus on. Ingunn showed a form she had been asked as a supervisor to submit to the administration before a bachelor exam. The Committee agreed that input (declaration) from the supervisor would be useful for the examiners when assessing a Master thesis and for preparations before the oral examination.

Decision: Karen Marie, Ingvild and Linda will make a draft for a check list for assessment of Master theses and a questionnaire for supervisors on the student's autonomy in developing the proposal and the thesis. This will be circulated to the members before the next Programme Committee meeting.

Subject 46/20 Marking mandatory sessions

The Committee discussed whether mandatory sessions should be marked on the schedule.

Karen Marie argued that marking compulsory sessions in the schedule could be difficult because we often move very flexibly in between sessions within a topic and sometimes the timing for activities like group work may change slightly making it difficult to stick to the exact time on the schedule. She also asked what marking some sessions and not others would signal about the sessions that are not marked.

From a University point of view it is too extensive to mark everything as compulsory. The committee agreed that we should stick to the common norm that seminars and sessions involving other students, such as group work, are compulsory. Camilla pointed out that there was too much group work, almost at the end of every day. Thorkild explained that there is a massive pressure from both UiB and the tropEd network to have more student active learning. It would be useful to discuss this with the students; what is best for them? There also seemed to be a misunderstanding among the students, who think 80 % of all the activities are compulsory, but this only applied to the

compulsory elements, which are organized group work, seminars and individual assignments.

Decision: The Committee agreed to mark organized group work, seminars and individual assignments as compulsory in the schedule.

Subject 47/20 Teaching modality

The Committee discussed if we should continue providing a hybrid solution with on campus and online alternatives. There will probably be a problem with increasing flu, sore throat and colds, making students unable to attend class the coming months. In addition there may also be students who belong to risk groups and may prefer online teaching.

Decision: The Committee agreed to continue with the hybrid solution this semester in light of the COVID-19 breakout.

Subject 48/20 Revisions elective courses

Decision: Already discussed and agreed upon at an extraordinary Programme Committee meeting 31 August 2020 (ref. Subject 43/20).

Subject 49/20 Meeting point for 2nd year master students

The second year master students requested an online place to meet. We have set up weekly seminars on Mitt UiB on the activity *Research seminars* (INTH326), Wednesdays from 12.00 to 2.00 p.m. for them. An announcement has been posted. The Committee discussed if this can be turned into seminars where the students get a chance to present and discuss sections of their thesis work, like Marte Sandvik Haaland did last year.

Decision: The Committee agreed that the 2nd year students should have their own platform to interact with each other, without any supervision. However, the Committee decided to schedule some of these Wednesday online meetings as seminars, similar to last year because it can be very useful for the students to have some interaction with academic staff. Bente will try to find a suitable person to organize this.

Subject 50/20 Schedule for Programme Committee meetings autumn 2020

Decision: The Committee agreed on a meeting 9 November in addition to the current meeting.

Subject 51/20 Report from the student representatives

- The students are very confused about the selection/application for elective courses, they think there is a need for proper guidance on how and when to apply. They also need to know how to combine different courses.
- Camilla will make a questionnaire to find out what the students think about online teaching.

Subject 52/20 Any other business

- The Health Systems Game was postponed due to the COVID-19 shut down of UiB. It has been rescheduled to 8 and 9 October. The plan is to set together groups with students who already interact physically/socially and that they all wear gloves since it is a board game and perhaps face masks. This will have to be decided after we receive information about the new restrictions from the Government and UiB.