

Present

Mr Martin Lupton, Ms Trisha Brown, Professor Amir H Sam, Dr Sophie Rutschmann, Professor Louise Donnelly, Professor Steve Gentleman, Professor Mary Morell, Professor Alison McGregor, Dr Niamh Martin, Dr Sonia Kumar, Mr Jeffery Vernon, Dr Chris Watkins, Ms Vanessa Powell, Mr Chris Harris, Mr Muntaha Naeem, Mr Zixiao Wang, Ms Michaela Flegrova, Ms Rachel Kwok, Ms Men-Yeut Wong, Mr Richard Viner, Professor Ken MacLeod

Apologies

Mrs Nikki Boyd, Professor Jeremy Levy, Professor Peter Openshaw, Professor Helen Ward

1. Welcome and Apologies

The Chair welcomed the attendees and apologies, as above, where noted.

2. Minutes from the Previous Meeting

That the committee approved the Minutes from the previous meeting held on 14 December 2021.

3. Matters Arising

With reference to item 4, SOLE, it was noted that work continued to be undertaken at both College and Department level. It was agreed that an update would be provided in due course.

ACTION: Head of the School of Medicine Secretariat

With reference to item 7, Requirements for Probationary Lectures, it was noted that this item was ongoing.

ITEMS FOR CONSIDERATION

4. PG application fee

That following a recommendation made by Council's Finance Taskforce, the President's Board approved the introduction of an application fee, fee is set at £80 for all MSc/MRes programmes and £135 for MBA applications, for postgraduate taught programmes from the start of the 2020/21 recruitment cycle. The Postgraduate Certificate and Diploma entry programmes are excluded. It was noted that the money from these applications came to the departments. Some Departmental Education Managers had informally sought guidance from the Faculty as to when it may be appropriate for Departments to use their discretion to waive the application fee and add more categories mid-cycle. However, as the application fee had been charged since the current recruitment cycle commenced the introduction of any additional exemption categories mid-cycle could be seen to unfairly disadvantage those who have already applied. It was noted that while introducing this fee had not dented the number of those applying, it could not yet be demonstrated to have significantly improved the applicant journey.

After discussion the group agreed that for the 2021 cycle the Faculty the Faculty should not introduce any additional exemption categories mid-cycle and that Departments should continue to only waive the fee where they have contractual obligation not to levy this charge.

5. Domains discussion

A discussion of what had gone well or not so well had been undertaken by the committee. A summary of this discussion is as below:

Online teaching

- There was consensus from the committee that the majority of online teaching had gone either well or very well. Types of teaching included: live online, guided online, on-campus and placement teaching. It was noted by several members that there had been much more sharing of

experience and resources across the courses and that a great deal had been learned.

- It was noted that feedback on anatomy teaching had improved dramatically and that small group online delivery was felt to be an improvement on the previous mode of teaching.
- That the fact that most teaching was being delivered virtually did not mean that it was less labour intensive; sometimes it could be more so and the committee expressed its thanks to all the staff that made this teaching possible.
- That attendance and engagement had been positive for the online teaching. It was noted that many of the quieter students were engaging more in an online learning environment via the chat function and had commented favorably about this.
- That clinical placements had benefited from having more service led roles which has been empowering for the students. It had also led to the clinicians feeling that the students were actively contributing while on placement rather than just being passive learners.
- It was noted that giving an online lecture was challenging for teachers, as they did not receive feedback from the attendees as in a face-to-face environment. It was further noted that while the lecture itself could be delivered online the chance it provided for social interaction could not be duplicated.
- That large amounts of online teaching in Year 1 had added to the difficulty in building cohort spirit.
- It was noted that personal interactions were very important and that some things, e.g. how to talk to patients or staff (School of Trust) politely and how to dress professionally etc., could not be taught online.
- There was consensus that in most cases, knowledge-based teaching had transferred well to an online setting.

Mental Health

- That the lack of in-person teaching and isolation may have affected the mental health of students. A recent Welfare survey had indicated that this was indeed the case.

Distance working

- Professional services staff felt confident they had developed the ability to deal with complex issues while working from home and were able to utilise technology to perform their roles.
- That bringing on new staff had at times been challenging, the logistics of getting them signed on and allocated the required technology were noted, and that it was difficult to develop team spirit.

Committees and Meetings

- That there was consensus that taking committees online had worked well. It had reduced back and forth between campuses and given people more time. The committee confirmed they would be happy to continue with online committees moving forward.
- It was noted that College was looking to invest in "mixed meeting" technology for when staff began to return to campus.
- That the COBRA meetings were noted as being extremely useful as they were short, happened regularly and were very effective at identifying and dealing with issues. Several members expressed their desire that these meetings, or something similar, remained after COVID.

The Chair thanked the members for their comments and insights.

6. Digital Strategy

The Chair informed the members that the final draft of the Digital Strategy had been reviewed and received a great deal of feedback. It was noted that finance and governance aspects of the programme were being thought about carefully and that as soon as the draft was finalized it would be shared with all the members.

7. Reports from Subordinate Committees

7.1. ICSM Board

The committee approved the Undergraduate School Board Report. Professor Sam noted that a package was being produced to address this ethnically diverse presentations within clinical placements. It was further noted that the MMI's had been a success.

7.2. Postgraduate Education Board

The committee approved the Postgraduate Education Board Report.

7.3. Lee Kong Chian School of Medicine

The committee approved the Lee Kong Chian School of Medicine Report.

ITEMS TO NOTE**8. Senate Minutes**

The committee noted the latest Senate minutes.

9. Quality Assurance and Enhancement Committee (QAEC) Summary Report for Senate

The committee noted the latest summary report from the QAEC.

10. Faculty Education Committee Reports

The committee noted the latest reports from the other FECs as reported to the last QAEC.

11. Any Other Business

There was no other business.

12. Dates of Future Meetings

19 April 2021