



## AGENDA

### Programme Committee for Master programme in Global Health

**Date and time:** Monday 29 November 2021 at 14.30 to 16.00

**Venue:** Meeting room 3 at CIH

**Members:** Ingvild Fossgard Sandøy (head); Thorkild Tylleskär; Cecilie Svanes; David Lackland Sam; Bente Moen (Head of CIH); Tehmina Mustafa; Ingunn Marie S. Engebretsen, Cecilie Gjerde Gjengedal (IKO); Sven Gudmund Hinderaker; student representatives: Rajeshwar and Susmita Neupane (1<sup>st</sup> year); Mudasar Iqbal (2<sup>nd</sup> year)

**From the administration:** Linda Karin Forshaw

#### I Approval of the Agenda

#### II Minutes from the Programme Committee meeting on 18 October (Encl. 1)

#### III Matters arising from the minutes

##### Subject 41/21 Matters of information

*UiB's Quality assurance system for Studies and Education – annual evaluation of courses*

[UiB's quality assurance system for studies and education](#) includes a number of cyclical processes at the faculties and the institutes. Until now, the Faculty has focused on implementation and follow-up of the three-year course evaluations and the five-year program evaluations. After the last revision of the quality system, the course coordinators must also carry out a short self-assessment of their courses once a year. The Faculty requests that the Departments and Program Committees follow up this system (Encl. 2, in Norwegian).

*Appointment of a learning design group at the Faculty of Medicine*

When starting processes such as program revisions or major course revisions, the Faculty requests that the relevant program committee informs the faculty of this, so that the learning design group can be involved in the work if necessary (Encl. 3, in Norwegian).

##### Subject 42/21 Statement of co-authorship

(Subject 37/21 from last meeting, there was not enough time to discuss). The Committee should discuss if the drafted form “Statement of co-authorship” should be implemented. The suggestion is that the main

supervisor submits the form when students submit their Master Theses (20 May) (Encl. 4).

**Suggested decision:** The statement of co-authorship is approved.

**Subject 43/21 SHOT - Students' health and well-being survey**

(Subject 38/21 from last meeting, there was not enough time to discuss).  
The Committee should read the report and discuss whether there is anything that should be implemented in order to help our students to cope during the pandemic (Encl. 5).

**Suggested decision:** Considering that since this report was published, Norway has opened up again and the courses at CIH are run on campus as normal, the committee do not see a need for special measures now apart from organizing “our ordinary” social activities for the students such as welcome lunch (done in September) and Christmas party (scheduled for 13 December).

**Subject 44/21 Self-evaluation of SDG303**

Sven Gudmund shares experiences from this semester's course.

**Subject 45/21 Quality assurance of exams and standardization of pass threshold**

In other education programmes all exams must be approved by a committee before it can be given to the students. This implies that questions and marking criteria go through peer review to make sure they are clear and that the exam is testing knowledge and skills at an adequate level. Such a quality assurance process can improve both the validity and the inter-rater reliability of the exam. We do not currently have such a system in the Global health programme. We also have substantial differences between courses in how the threshold for passing a course is set. This can be regarded as unfair and haphazard. A standardization of how we set the pass level could make the grading fairer.

**Suggested decision:** We will establish examination committees for all courses with written exam as (one of) the assessment method(s). The examination committee should consist of at least 3 members. The committee members can also be examiners for the course. The examination committee should discuss and approve an exam at least 10 days before the exam date in order to give sufficient time to make improvements and set up the exam in Inspira.

The threshold for passing the exam should be agreed on by the examination committee but should as a minimum be substantially higher than what a student could expect to achieve by just picking random answers.

**Subject 46/21 Revision of the course description of INTH326A**

The list of learning outcomes for this course contains several repetitions. The description should also mention that students should be opponents for each other. (Encl. 6)

*Suggested decision:* The proposed changes in the course description are approved.

**Subject 47/21 Meetings spring semester 2022**

The Committee should agree on dates for two to three meetings in the autumn semester (on even weeks). Suggestions: 24 January, 7 March and 30 May.

*Suggested decision:* To be decided after discussion.

**Subject 48/21 New programme examiner**

Maria Emmelin's term has expired and we need a new programme examiner. Ingvild has approached Anna-Karin Hurtig from Umeå and we are waiting for a response from her.

**Subject 49/21 Report from the student representatives**

**Subject 50/21 Any other business**