



**Minutes from the meeting in
Programme Committee for Global Health
Monday 11 November 2019 at 2.30 p.m. – 4.15 p.m.**

Attendees: **Members:** Karen Marie Moland (Head of Programme Committee); Thorkild Tylleskär; Cecilie Svanes (from Subject SDG303); Bente Moen (Head of CIH); Tehmina Mustafa; Sven Gudmund Hinderaker; student representative: Celine Holm Karlsen

Katja

Secretary: Linda Karin Forshaw

I Approval of the Agenda

The agenda was approved.

II Approval of the Minutes from the Programme Committee meeting on 2 September 2019

The minutes were approved.

III Matters arising from the minutes

Subject 20/19: Internship/Master project – missing follow-up.

Subject 21/19: Too late to follow up – cancelled.

4th Edition of new course book – should the latest edition be bought for the students. It depends on next year's budget.

Subject 26/19 Matters of information

Suspicion of cheating or attempted cheating during exam

Irregularities during the written digital exam for the course SDG303 were reported to the Student Administration (SA) by the head invigilator who interpreted this as possible cheating or attempted cheating. SA alarmed the Centre for International Health (CIH).

Kirsti Nordstrand, who is the head of the study administration, handled the case on behalf of the Department of Global Public Health and Primary Care. Based on interviews with students, she wrote a report to The Faculty of Medicine, where four students were mentioned as suspected to have cheated or attempted to cheat on the exam.

Intentional or grossly negligent violation could lead to the cancellation of the exam in question, cf. Section 4-7 no. 1 of the University and College Act. It could also lead to exclusion from the university for up to two semesters, cf. the University and College Act § 4-8 No. 3.

If the Faculty conclude that the students cheated or attempted to cheat, they will forward the case to the Central Appeals Board, who make the final decision of cancellation or exclusion.

Admission to elective courses at CIH

The deadline for applying for elective courses at CIH was 1 November. The deadline has been extended to 10 November due to a misunderstanding that lead to project students not applying as exchange students as required. We received 231 applications before the original deadline. However, admission is only offered to students from partner institutions, Nordic network in global health or tropEd, so most of the applications will be rejected.

Master's projects

Proposed master projects were presented to the master students by the potential supervisors at the Research Seminar on Wednesday 30 October. After the meeting an online form was sent out for the students to select type of master's thesis; 60 ECTS credits or 30 ECTS credits in combination with an internship. They are also asked to select up to 3 master's projects from the list of 22 proposed projects in ranked order by 29 November. The students may also define a master's project based on their own interest, but will then be responsible for identifying an appropriate supervisor.

Nordplus/Nordlys funding

The Nordplus/Nordlys network can fund shorter exchange periods / participation in courses. The following conditions must be met: The course must take place at a university that is part of the *Nordlys* network (<https://www.nordlys.info/>); the minimum stay is five working days; the course will generate credits that will be approved for a degree programme; the course the student takes must be tuition fee free. Standard rates: travel support 330 €(Denmark, Finland, Sweden); scholarship support: 20 €/per day, 70 €/per week and 350 per month for students.

The administration will send an e-mail with this information to the students, with link to Nordic network's webpage. Copenhagen University has a broad summer course portfolio in global health and may be of particular relevance to our students. The contact person is Karen Marie Moland.

Subject 27/19 Status – course INTH315

This is the first time the course *Research methods in global health* (INTH315) has run. Assistant teacher Katja J. Isaksen has been invited to the Programme Committee meeting to give feedback on how the course has run so far.

Katja attends every day from 8.00 – 10.00. She shares important messages and information on *Mitt UiB* and is in close communication with the course coordinators about organisational and other issues arising.

She will adapt the standard evaluation form used at CIH to the particularities of INTH315 and send a draft to all the involved parties for comments. In view of the high response rate in the evaluation of SDG303 (see subject 29/19), the students will get time to fill in the evaluation form in

the last course session also in INTH315. This should be made standard procedure.

Other points raised:

The way statistics is taught this year works out nicely both in terms of organisation and teaching/learning methods. It is a huge improvement from the previous HELSTA course.

The room is a bit crowded in the seminar room due to 10 specialist candidates from Department of Clinical Dentistry participating in parts of the course (INTH302). The extra tables and chairs should be moved back to the seminar room.

Subject 29/19 Student evaluations of SDG303

There was a 100 % response rate to the online questionnaire for the student evaluation of the course *Global health - challenges and responses* (SDG303). This was probably due to the questionnaire being introduced at the last course session, with time set aside for student evaluation. The feedback from the students was quite varied.

This is the main feedback:

- There were very many topics and lecturers.
- It was confusing when information regarding master projects and elective courses were introduced during the lectures.
- There is a missing connection between topics, which should be put together in a more logical order and with more practical examples.
- There were many unnecessary lectures, on very narrow topics.
- Some of the lecturers were very unexperienced with Power Point presentations; one common mistake was that there were too many slides.
- The health systems game was very popular.
- Many were satisfied with the health economics lectures.
- The reading list was unclear.
- They wish more individual assignments
- There was too little time for individual work

Decision: A revision plan should be put together by Thorkild Tylleskär, Karen Marie Moland and Sven Gudmund Hinderaker. It should be discussed and worked on at the Strategy day before Easter.

Subject 30/19 Compulsory attendance at courses

According to the UiB regulations there is no compulsory attendance requirement at lectures. Compulsory teaching activities such as seminars, workshops, group work should be used to encourage the students to participate. At CIH the common practice is 80% attendance at compulsory

activities, but which sessions are compulsory are commonly not indicated in the schedule and not all course coordinators record attendance when it is indicated.

The compulsory activities are: group work and practical exercises, this is indicated in the course descriptions.

The Committee discussed how to register participation.

One suggestion was that during group work the students should score the other students, at the same time one should give the student an opportunity to evaluate their own participation.

Thorkild Tylleskär said that those who do not participate during group work will not make a good performance during the written exam. He thinks portfolio assessment is too demanding for the course coordinators and that it would be better if the students were graded pass/fail on the groupwork and individual assignment.

If one wishes to change the form of assessment to e.g. individual assignments in portfolio or replace portfolio assessment with an exam only. A revised course description must be submitted to the faculty by 1 March.

Decision: The Programme Committee should follow up the discussion on assessment methods and make a final decision by 1 March.

Subject 31/19 Thesis guidelines

The head discovered some unclarities in the *Thesis guidelines*. This was mainly under the heading *Writing up the thesis*, point 2 regarding writing a thesis as a scientific paper. She has made a few amendments; the Committee should discuss whether these should be implemented.

The students must follow the guidelines from the intended journal

Decision: The Committee decided to implement the suggested amendments to the Thesis guidelines.

Subject 32/19 Delayed examination results

The University of Bergen previously proposed a system to penalize Faculties when examination results are delayed, the University Board voted against it. Several of CIH's exam results are delayed, the Committee should discuss the matter and agree on an action plan.

Decision: The head will attend a meeting at the Faculty tomorrow about this issue. An action plan will be made in accordance with the existing rules and regulations at UiB.

Regarding INTH330A the evaluation routines will be changed in accordance with exam regulations.

Subject 33/19 Report from the student representatives

If the students do not take enough elective courses spring 2020 (requirement 14 ECTS credits), it is possible to take courses spring 2021, but this will

delay the production of ECTS and may cause problems for students with Lånekasse funding. There will be a Christmas/Advent party for students and staff Tuesday 4 December from 4 p.m. An organizing committee should be formed, including two students. Celine will ask for volunteers. Katja will be one of the members and one of the PhD candidates should be asked.

Subject 34/19 **Any other business**
None