



**Minutes from the meeting in
Programme Committee for Global Health
Monday 15 May 2023 at 2.30 – 4.00 p.m.**

Attendees:

Sven Gudmund Hinderaker (head); Bente Moen (Head of CIH); Cecile Gjerde Gjengedal (IKO); Karen Marie Moland; Tehmina Mustafa; Ingvild Fossgard Sandøy; Thorkild Tylleskär (until 3.00 p.m.). Student representatives Justin Pruitt, Penias Tembo. Programme auditor Anna-Karin Hurtig

Secretary: Linda Karin Forshaw

I Approval of the Agenda

The Agenda was approved.

II Minutes from the Programme Committee meeting on 6 March 2023

The minutes were approved.

III Matters arising from the minutes

None

Subject 11/23 Matters of information

Admissions

International admissions (outside EU/EØS): There were 211 applications. The Division of Student and Academic Affairs at UiB (SA) found 2 qualified and 121 applicants unqualified. 88 were sent to the Admission Committee at CIH (AC) for professional assessment. 75 were found qualified.

EU/EØS/Switzerland: There were 21 applications. SA found 2 qualified and 3 unqualified. 13 were sent to AC for professional assessment. 11 were found qualified.

National Master admissions: Deadline 15 April.

NORPART project students: 4.

Internal evaluation of the Master Programme in Global Health

Follow up Subject 8/23 – The decision was that the subject would be discussed at CIH's Strategi day 24 March, which it was. The report was written by Sven Gudmund Hinderaker and Bente Moen and submitted within the deadline.

Master exams and extensions

18 students are scheduled to have their Master exam in June. 20 students have been granted extensions.

The members were concerned about the high number of extensions. The students should be followed up more closely by having an overview of who is on leave and always contact the supervisor when students apply for extensions. One suggestion was to regularly get the students and supervisors to report on their progression. The secretary was asked to check up to one year rule without specific reason. This is stated in the Supplementary regulations at the Faculty of Medicine: *“Before choosing a thesis, students can take up to one year's leave from their master's studies without giving any reason. If a student who has started his master's thesis is granted leave for a period longer than one year, the program committee, in consultation with the supervisor, can assess whether a new thesis should be given.”*

One of the student representatives thought it would be better to find out the challenge they are having with the programme and why they cannot submit in time. The feedback from their peers is that there is not enough time to finish the project. Also, many students are concerned about finding a job when they are finished, they are buying time to orientate.

Karen Marie Moland, who is one of the professors responsible for “Proposal development” (INTH330B), said that many students were not aware that the seminars were compulsory, and many did not attend. We should encourage students to follow these seminars as they are very useful when working on their projects.

Another member said that there should be an expectation that they will find a job. They start working with many different things and should build an alternative career. However, this programme does not provide the students with a set of practical skills, it is an academic degree.

The student representative said that it is very important to convey to the students how they apply these qualifications and which opportunities are out there for them. How they can use the degree for an academic career or a job in public health. How to market themselves to the market. He mentioned that some of our students had taken elective courses at *Charité* in Berlin. They had lectures about what students can do after graduation. This is missing in our Programme.

One member mentioned that our programme scores low on relevance to working life on *Studiebarometeret*.

The programme auditor Anna-Karin Hurtig said they also have this problem in Umeå and that this will be a key issue at their upcoming department day. They want to demonstrate what can happen after graduation by inviting alumni.

One suggestion was to invite some alumni to speak to the students on Zoom as many of them have very relevant jobs.

Subject 12/23 Annual course evaluation, spring 2023

The coordinator of the courses “Experimental epidemiology” (INTH321A) has submitted the annual course evaluation. The other course coordinators should do the same.

Decision: The course coordinators for “Global Tuberculosis” (INTH328B), and “Observational Epidemiology” (INTH356) should submit their annual evaluations asap. (using this link: [Eigenevaluering av emne \(årleg\)](#)). The coordinators for “Chemical factors in the work environment” (INTH331A), “Introduction to anthropology in global health” (INTH345) and “Global Nutrition”INTH360 should submit evaluation when the courses are completed.

The secretary will send a reminder at the end of the semester.

Subject 13/23 Three-year course evaluations

In accordance with UiB's Quality System for Education, in addition to annual evaluations of individual courses, more comprehensive course evaluations should be carried out every three years. The Program Committee should make a plan for course evaluation so that all courses have completed a more thorough evaluation, including student evaluation, during a three-year period. The course coordinators are responsible for the evaluation of their courses, that a student evaluation is carried out, and to analyze and follow up the results, including proposals for improvement measures. The courses which are due for 3-year evaluation this spring are INTH310A and INTH314. There is a special template.

Decision: The course coordinators for INTH314 and INTH310A should complete the 3-year evaluations.

The secretary will send a reminder.

Subject 14/23 Change in assessment form and compulsory activity in INTH360A

From:

Compulsory Assignments and Attendance

Participation in demonstrations, group/individual assignments

Forms of Assessment

Written 2-hour exam (1/2 or the grade), presentations of group assignments (1/2 of the grade); every group needs to hand in written material for peer review stating their contribution and all members of the groups need to participate in presentations.

In order to take the exam, the students need to adhere to the compulsory assignments and attendance.

Students who receive the grade "F" are allowed to re-sit according to standard procedures at the University of Bergen.

To:

Compulsory Assignments and Attendance

Participation in demonstrations, group/individual assignments and presentations of group assignments.

Forms of Assessment

Written 3-hour exam.

In order to take the exam, the students need to adhere to the compulsory assignments.

Students who receive the grade "F" are allowed to re-sit according to standard procedures at the University of Bergen.

The course coordinator Ingunn M.E. Engebretsen also wishes to implement the same changes for INTH360. The present assessment is a portfolio of a written examination, a group report and an individual report.

Decision: The Committee approves of the changes in assessment of the course INTH360A and INTH360. The changes will come into force from spring 2024.

Subject 15/23 Graduation ceremony

A date for a summer party for staff and students and a ceremony for the graduate students should be set and an organizing committee should be appointed. The head suggests 21 June.

Decision: To have a summer party/graduation ceremony 21 June at 4.00 p.m.

Subject 16/23 Report from the student representatives

None

Subject 17/23 Meetings autumn semester 2023

The Committee should agree on dates for two to three meetings in the spring semester (on even weeks). The head suggests 28 August; 2 October; 20 November.

Decision: The Committee approves the suggested dates.

Subject 17/23 Any other business

Change of form of assessment INTH315

Ingvild Fossgard Sandøy, who is the course coordinator for "Methods in Global Health Research" (INTH315) wanted the Committee's approval of changes in the assessment. She showed a report from EpN, which is an online

programme for creating and revising courses at UiB. The point is put less weight on the written exam (would then count 50%) and to have more elements/quizzes which would count towards the total grade. This is because it is very demanding to grade individual assignments. One suggestion was to have an oral exam where the candidates reflect on an article they are given before the exam.

One of the student representatives shared his experience from former educations - all the candidates had to sit in a waiting room with no access to phones and no one left before the exam was finished.

Decision: The Committee approves the changes in assessment methods for INTH315.

External supervisors

There was concern regarding external supervisors, meaning outside UiB. We must have an internal co-supervisor to ensure the procedures at UiB and CIH are followed.

Decision: The Committee decided that an internal co-supervisor must be appointed when there is an external supervisor.