



**Minutes from the meeting in
Programme Committee for Global Health
Monday 28 August 2023 at 2.30 – 4.00 p.m.**

Attendees: Sven Gudmund Hinderaker (head); Karen Marie Moland; Ana Lorena Ruano; Ingvild Fossgard Sandøy and Thorkild Tylleskär. Student representative Fernando José Jerez Pietropaolo (2nd year)

Secretary: Linda Karin Forshaw

I Approval of the Agenda

The Agenda was approved.

II Minutes from the Programme Committee meeting on 15 May 2023

The minutes were approved.

III Matters arising from the minutes

Follow-up Subject 11/23 – In the supplementary regulations for the Faculty of Medicine the following is stated regarding applying for one year leave without specific reason (translated from Norwegian):

Two-year Master's programmes

- 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.

Mistake Subject 13/23 – the two courses due for 3-year evaluation this spring are INTH310A and INTH356, not INTH314 as previously stated.

Subject 18/23 Matters of information

New student representatives

Two new students from the 1st year will have to be selected before the next Programme Committee meeting 2 October. Due to deadline for submission of essay for SDG303 the election should be held after mid. September.

Admission to Master programme in Global Health

Division of Academic and Student Affairs at UiB administers the admissions with some input from the Admission Committee at CIH.

Self-financing International applicants: 50 were offered admission, 5 commenced their Master studies this autumn.

EU applicants: 21 offered admission, 3 commenced.

Self-financing Norwegian applicants: 45 were offered admission, 9 commenced.

NORPART project students: 4.

Deferrals: One student who was granted deferral last year commenced. Two students have been granted one-year deferral from commencing.

Master examinations

The final Master thesis examinations should be public. Next time they are scheduled we will announce them to students and staff. We will book the seminar room in June for these events.

Delayed students

Many students are delayed for various reasons. We should follow these up more closely. The head and the secretary will have meetings with these students and their supervisors to ensure the progression of the Master projects.

Subject 19/23 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 for analysis and follow up the results, including preparation of proposals for improvement measures. The course which is due for evaluation this autumn is *Methods in Global Health Research* (INTH315). There is a special template.

Decision: The course coordinator Ingvild Fossgard Sandøy is on research leave so the evaluation should be postponed until next semester.

Subject 20/23 Preparatory course for INTH321A/INTH921

The course coordinators for the course «Experimental epidemiology» (INTH321A/INTH) propose that the students who are taking this course need a preparative course before commencing. Their suggestion is as follows: Attending the course [MEDSTATA](#) (held as a hybrid face-to-face/online course the first week of the year, in 2024 it will be 2 to 5 January) is a prerequisite for attending INTH321A/INTH921. This requirement may be waived on an individual basis for students who can document competence in statistical analysis using Stata equivalent to the MEDSTATA course (2 ECTS credits).

Decision: The MEDSTATA course will be registered as “Required Previous Knowledge” and added to the schedule. We will ask the course coordinator for “Observational Epidemiology” (INTH356) if this should apply for this course as well.

Subject 21/23 Restoration of INTH323E

Follow up of Subject 2/22 - Mode of instruction - Qualitative Research Methods for Global Public Health (INTH323O/INTH323E)

The Committee decided in 2022 to discontinue the on-campus version of the course (INTH323E). The course coordinator Karen Marie Moland is requesting that it is restored. The reason is that she is gradually handing over the coordination to Marte Emilie Sandvik Haaland and Andrea Melberg. Marte would coordinate the on-campus version and Andrea the online version.

Decision: The Committee decided to restore the on-campus version of the course “Qualitative Research Methods for Global Public Health” (INTH323E). Note that it was accredited by tropEd December 2022. They also decided to restore the PhD version of the course (INTH923).

Subject 22/23 Elective courses Spring 2024

The schedule for the spring courses must be announced on the tropEd webpages asap. In addition, the deadline for registering everything in FS (Common student system) is 1 October. A tentative schedule, based on this spring’s dates, has been drafted dates.

Decision: After contributions from the Committee members the schedule for spring 2024 was approved.

Subject 23/23 Any other business

Revision of the Faculty of Medicine's supplementary regulations according to the new Degree and study regulations for UiB

Each Programme Committee must review the existing supplementary regulations and the new regulations as soon as possible. An assessment must be made of whether the individual provision in the current regulations must or should be continued, and whether other related regulations are required for progression in the study programme. The deadline for feedback to the faculty is 6 October 2023.

Master projects with topics outside CIH's ordinary scope

The internal examiner should be familiar with the topic (e.g. biology, laboratory projects). They can be recruited from one of the other departments at the Faculty.