SSLGBMB32021-02

School of Medicine

Faculty Education Office (Medicine)

**BSc Medical Biosciences Staff Student Liaison Group**

**Minutes of Meeting held on 20 February 2021**

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| **Present:** | Dr Ian Adcock, Yuki Agrawala, Dr Toby Athersuch, Hannah Behague, Fran Bertolini, Dr Charlotte Bevan, Dr Vania Braga, Trisha Brown, Lisa Carrier, Dr Ana Costa-Pereira, Dr Jaqueline Dickson, Dr Andrew Edwards, Dr Kirsty Flower, Leitizia Foroni, Dr Luisa Garci-Haro, Deanna Greenwood (Secretary), Chris Harris, Dom Haworth-Staines, Sharon Hubscher, Dr James Jensen-Martin, Rebecca Jones, Alyeisha Joseph, Prof Hector Keun, Dr Nick Kirkby, Rachel Kwok, Dr Harry Leitch, Dr Birgit Leitinger, Dr Julian Marchesi, Angellica Marta, Prof Alison McGregor, Muntaha Naeem (Chair), Kah Yan Ng, Cristina Pinel Neparidze, Dorrit Pollard-Davey, Mabel Prendergast, Cristina Riquelme Nabo, Dr Paul Strutton, Zicheng Wang, Dr Liz Want |
| **Apologies** | Dr Anne Burke-Gaffney, Dr Charlotte Dean, Jai Chapman, Mr Martin Lupton, Vanessa Powell, Dr Rebecca Salter |

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| 1. **Welcome & Apologies for Absence**
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| REPORTED | The Chair welcomed members to the second BMB SSLG of the 2020-21 academic year. |
| 1. **Minutes of the previous BMB SSLG**
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| AGREED | Minutes from the last meeting were approved as an accurate record  |
| 1. **Matters Arising**
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| NOTED | **Matters arising**5.4 – In progress, discussions are continuing5.6 - Completed5.9 - Long term plan confirmed9.6 – Reps met with relevant Module Leads (ML)10.3 - Completed10.5 – Completed |
| 1. **BMB Academic Rep Reports**
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| **CONSIDERED** |  **SSLGBMB22021-02 - Year 1 Report** |
| NOTED | 2.01 | Students said they would be more comfortable with anonymous commenting on Padlet. They also asked if there would be a specific exams padlet but most modules noted that they have an exams section within in their padlet set-up. |
| **ACTION** | **2.02** | **Kirsty Flower (KF) to take feedback from padlets forward with E-Learning** |
| NOTED | 2.03 | Students suggested that it would be better if the INTS image upload button was at the top of the exam rather than the bottom. |
|  | 2.04 | Students request for specimen papers for all modules. It was explained that Faculty of Medicine do not traditionally provide model answers and previous papers. Questions students already have access to in sessions/module materials should be a good guide on the types of question |
| 2.05 | MCB noted that they will be going through question types in revision session and the other types INTS offered to meet after SSLG to find out more and discuss image upload button |
| **ACTION** | **2.06** | **Reps to consult with year group for specific topics of concern to pass on to MLs** |
| NOTED | 2.07 | Concerns were raised with excel being used in CBI exam without prior notice. It was pointed out that all students do have access to office 365 and have been using excel in sessions, but that the comments have been taken onboard about making explicit when specific pieces of software are requiredStudents noted that a formative assessment prior to summative ICA could be helpful as a chance to receive feedback prior to the final assessment. |
| 2.08 | Some students were unsure how to score better in the STAT ICA as they say some of the feedback was contradictory. They noted that there was good support for students but that they would like more guidance. Alison McGregor (AMG) noted that at this level there is a need to develop these skills for themselves and this is why more guidance isn’t provided. KF advised that students can contact her directly if there are concerns with contradictory feedback. Personal tutors will be doing work on how best to interpret feedback and potentially contradictory feedback and how best to use. |
| 2.09 | Similar to other modules, MCB students felt unsure how to improve. They felt that the feedback received did not necessarily reflect the marks students received. |
| **ACTION** | **2.10** | **Dr Leitinger offered to do a session with the reps to go through how marking and feedback is approached** |
| **CONSIDERED** | **SSLGBMB22021-03 - Year 2 report** |
| NOTED | 3.01 | As with Year 1, students raised questions about possible past papers |
| 3.02 | Like Year 1, Year 2 would also appreciate any new Q&A system to being anonymous, whether this continues to be Padlet or not |
| 3.03 | Students asked when projects would be released, and it was confirmed that this would take place in mid-March |
| 3.04 | Generally, students thought the GEN exam and ICAs were manageable. They raised concerns about feedback not being release for one of the ICAs. Chris Harris (CH) apologised for the delay and said that this was due to a number of factors including sickness in the teaching team. |
| **ACTION** | **3.05** | **It was requested that future papers from reps stated how many students from the cohort responded to give the group a better understanding of the supporting percentages for each point. This applies to all years.** |
| NOTED | 3.06 | Pharma students generally found that the exam was manageable in the time provided but 45% thought it was too difficult, particularly the data interpretation. Students said that they would prefer data interpretation or essay to IRAT. Toby Athersuch (TA) noted that the IRATs are used to locate difficult topics and that all feedback provided would be taken back to the team. |
| 3.07 | The majority of SCRB students thought that the exam was too long and found it difficult. The data interpretation was highlighted as an issue and some struggled to finish it.Students have found the drop-in sessions very useful.Harry Leitch (HL) noted that drop-ins were most productive at the start. He also noted that he was surprised many said that they found the exam difficult and struggled to finish as the exam results don’t reflect this. |
| 3.08 | Most MHD students thought the exam was manageable in terms of the time but was considered manageable to difficult in terms of overall difficulty.There was mixed feedback to the marks received for the ICA.Students were happy with the face to face sessions.Julian Marchesi confirmed that all the feedback would be passed on to Jia Li. The team would like to know what the specific dissatisfaction was with the module.  |
| **ACTION** | **3.09** | **Reps to go back to students to collect detail to pass on to JM** |
| NOTED | 3.10 | Students would have liked more content-based question in the CTB exam.The ICA was considered manageable but 57% were dissatisfied with their marks.Students thought to face to face session were very goodDuncan Rogers would like to know more on what issues there were with feedback for ICA  |
| **ACTION** | **3.11** | **Reps to go back to students to collect more detail on dissatisfaction to pass on to module lead** |
| NOTED | 3.12 | Students raised concerns about safety in the labs. Jaqueline Dickson (JD) noted that PPE is in place for all and that all work can be done independently to satisfy social distancing. |
| 3.13 | Students are also concerned about the quick transition from exams to labs but it was noted that this is to prevent the loss of a full week of lab time. |
| 3.14 | There are concerns around the ICA as students do not feel that two weeks are enough. It was reinforced that it is not about the amount of data obtained but of the interpretation and that two weeks should be sufficient time for the activity. Students have been advised to start their background reading and methods now to get ahead. |
| DISCUSSED | 3.15 | International student feedback indicates that they don’t feel students in labs are communicating enough. There have also been struggles organising meetings across time zones. Students were reminded that during allocated lab pod time they should all be free which should mean that there are no issues organising meetings. It was also noted that no students have raised communication issues in their weekly 1hr meeting. |
| NOTED | 3.16 | JD noted that the Lab Pod team are looking into potential catch up sessions on techniques for students who were not able to get to the lab.  |
| **ACTION** | **3.17** | **Reps have been asked to go back to the cohort and gather specific feedback to be passed on to all module leads.** |
| **CONSIDERED** | **SSLGBMB22021-04 - Year 3 report** |
| NOTED | 4.1 | Students were very positive about their placements and thought that Lab Pod had prepared them well. Most supervisors and faculty have provided good guidance and been available, but a few felt they were struggling to get in contact with supervisors when needed. |
| 4.2 | Students would prefer that the Bulletin be shorter |
| 4.3 | LITP and WKBP students found the assessment Q&A sessions run by Vania Braga (VB) and Nick Kirkby (NK) to be very useful. LABP students would like a similar session and it was noted by the FEO that their session time is just being finalised.  |
| 4.4 | Students raised concerns surrounding the high weighting of year 3. They also would like to know if there will be any safety net like process this year. CH reiterated that this was central college decision but information on the borderline policy is available on Blackboard.  |
| DISCUSSED | 4.5 | Students have mentioned issues with work/life balance and working hour during projects. VB asked that reps bring some specific examples to their next meeting with the programmes team. |
| 1. **BMB Wellbeing Rep Reports**
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| **CONSIDERED** | **SSLGBMB22021-05- BMB Wellbeing Reports** |
| NOTED | 5.01 | Students do not seem to be aware of all the available guidance on MedLearn. Students wondered if there was a possibility of an EModule for Wellbeing information. It was noted that all info is available in the bulletins.  |
| **ACTION** | **5.02** | **Fran Bertolini (FB) and reps to discuss further outside.** |
| NOTED | 5.03 | There is some confusion regarding the rules for visiting campus.  |
| **ACTION** | **5.04** | **FEO to recirculate in bulletin.** |
| NOTED | 5.05 | International students said that they would like more guidance about returning to the UK. CH noted that large amounts of information is being sent out but that the best place to find this information is via the International Student Support team webpages. |
| 5.06 | It was noted that international students will not receive different assessments as they have been provided with the knowledge required just without the hands-on experience.  |
| 5.07 | Students have said that they are hesitant to apply for mitigating circumstances as they feel that they will struggle to provide evidence. They asked if there is any way a videocall or interview process could be used. CH noted that this process is guided by central college and the FEO are not able to amend it.FB highlighted that there is a senior tutor process for students without much evidence or with distressing evidence. |
| **ACTION** | **5.08** | **BL to discuss the borderline process with student reps** |
| 1. **Amendment to BMB Prizes**
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| **CONSIDERED** | **SSLGBMB22021-06** |
| DISCUSSED | 6.01 | Although there was a general feeling that it would be sad to lose the collegiality prize, it was agreed that the reasoning behind replacing it with an academic prize is understandable. |
| **ACTION** | **6.02** | **SU Reps and Alyeisha Joseph to discuss further what can be done to recognise both the academic and student experience aspects** |
| 1. **Update from Library Manager and Liaison Librarian**
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| NOTED | 7.01 | Libraries are open (physical spaces) but are low on staff. There are updates on library site for staffing. Please do wear a mask and track and trace when visiting the libraries. |
|  | 7.02 | When there are no staff onsite, there are still lots of resources online and there is remote access to most of these <https://www.imperial.ac.uk/admin-services/library/library-services-during-lockdown/>  |
| 1. **Any Other Business**
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| NOTED | 8.01 | Chris Harris thanked the student reps for providing detailed feedback. Module Leads take this very seriously and appreciate the effort for collating info.The chair reiterated this and thanked the Module Leads for their hard work so far this year. |
| 1. **Date of Next Meeting - Wednesday 2nd June 2021**
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