

Minutes of the School Meeting held on 19 September 2018.

1. Chair Statements

Welcome back to all from the summer break.

Biomed ATR interviews and other appointment news – the successful candidate John Griffin, has accepted the offer but unfortunately cannot start until 1 Sept 2019. Another candidate, David Moore, will be taking over Stephen Robinson's position on 2 April 2019.

Admissions – SCI did very well and for the first time in a long time we are in surplus. However it is currently unknown whether we can spend it as we may need to subsidise other faculties who have not done so well. VC will make a decision on this after 1st October, after student registration.

2. Admissions update – Kelly Edmunds

See [presentation](#).

Additional notes

- It is not possible to get real-time course numbers during Clearing, which makes it extremely difficult to control student numbers. This year we have around 60 extra Foundation and Level 4 students. To have any real control we need to stay out of Clearing. Please do come to Open and Applicant Days to meet and encourage prospective students.
- It may be possible to reallocate or streamline UG and PGT teaching workloads, or consider the viability of some MSc courses/modules, to help with UG teaching.
ACTION: Tamas to investigate options.

3. Projects update – Stephen Robinson

See [presentation](#).

Additional notes

- There are additional pressures on supervisors this year due to a surplus of students. Most supervisors will find themselves with 3 – 4 students.
- It's believed that it's a formal requirement of our RSB accreditation that students must take a formal research project. The benchmark staple is that there must an element of research.
- Due to their popularity with students (and availability to students on all courses) Biomed projects/supervisors are under particular pressure. For future years, supervisors may wish to consider collaborating to create joint projects that involve other areas of biology along with some aspect of biomedicine. Allocating projects earlier (although there are constraints around this due to the timing of Exam Boards) and encouraging some students to undertake their projects in the autumn

semester should also be considered. A few years ago we gave students the option to opt out of a project module, but very few did so; therefore this is not considered a viable option for the future.

ACTION: Stephen to circulate project spreadsheet to show how student allocation is worked out

- It was noted that some PIs also have PGT students to supervise. Their projects usually run from Christmas to August/September, but that is not taken into account when allocating UG project students.
- In previous years, we have taken extra students to cover surfeits in other Schools; therefore it was felt that this issue should be investigated at a Faculty level.

ACTION: Tamas to discuss mitigation options with Phil Gilmartin – an increase in Associate Tutor budget might be the easiest option.

4. Learning and Teaching update – Mark Coleman

Due to time constraints this presentation was emailed round after the meeting.