



## **HEADS OF UNIVERSITY CENTRES OF BIOMEDICAL SCIENCES**

Minutes of meeting of the Executive Committee held on 23 November 2017 at IBMS, Coldbath Square, London.

Present: Professor Kevan Gartland (President & chair, Glasgow Caledonian), Dr Craig Donaldson (Plymouth), Professor Jacqueline McCormack (Ulster), Dr Selwa Alsam (Essex), Dr Ian Locke (Honorary Treasurer, Westminster), Dr Claire Pike (Anglia Ruskin), Professor Valerie Randall (Bradford), Dr Linda Walsh Glasgow Caledonian), Mr Merfyn Williams (Bangor), Professor Yvonne Barnett (Nottingham Trent), Professor Janie Henderson (HUBS, Teeside), Professor P Gerry McKenna (Hon Executive Secretary, Ulster).

In Attendance: Ms Jill Rodney (IBMS), Mr Alan Wainwright (IBMS).

Apologies: Mr Andrew Usher (IBMS), Professor Hilary MacQueen (Open), Professor Sue Jones York St John), Professor Julie McLeod (Oxford Brookes).

1. The minutes of the Executive Committee meeting held on 18 May 2017 and the AGM on 6 September were noted and approved.
2. The President, Professor Gartland, updated the Committee on the constantly evolving TEF exercise.
3. Professor Barnett and Dr Donaldson provided an update on the confusion and contradictions between JACS codes, HECoS classifications and the QAA

Benchmark Statement for Biomedical Sciences. There is a proposed move from JACS codes to HECoS codes to describe course content for the 2018/19 application cycle, which means that HEIs need to be prepared to use the alternative structure for UCAS from about mid-November 2017. At the recent HUCBMS conference, there was a recommendation that all programmes that would map to the most recent QAA Benchmark Statement for Biomedical Sciences (which now include Human Physiology, Human Nutrition and Pharmacology as well as the traditional IBMS accredited Biomedical Science programmes) should map to 100265 biomedical sciences. However, it is possible to allocate programmes to more than one code with a percentage weighting against each.

4. The Hon Executive Secretary, Professor McKenna spoke to the draft policy paper on equality and diversity prepared by Professor Sue Jones. The Committee welcomed and approved the paper with minor amendments. It was agreed that equality and diversity should be a standing agenda item on future Executive Committee meetings. It was noted that having in place of a policy on equality and diversity is a pre-requisite for nominating bodies putting forward names for the REF 2021 exercise.
5. Professor McKenna informed the Committee that he had received 6 suggested nominations for REF 2021 Unit of Assessment Sub-Panel 3: Allied Health Professions, Dentistry, Nursing and Pharmacy. After discussion it was agreed that all 6 individuals should be supported. Professor McCormack agreed to assist in collating and organising the HUCBMS submission
6. Mr Merfyn Williams, Dr Linda Walsh and Professor Jacqueline McCormack updated the Committee on current issues in Wales, Scotland and Northern Ireland, respectively.
7. Professor McKenna updated the Committee on Brexit matters. Concern was expressed regarding future free movement of students and academics, student fees, citizens rights, future framework and European regional development funding and problems associated with Irish border.
8. Discussion took place regarding the use of HUCBMS funding to promote greater international interaction, including attendance at HUCBMS conferences. Professor Barnett agreed to bring forward proposals to the next meeting.
9. Dr Donaldson updated the committee on the current status of apprenticeship development:

The Healthcare Science apprenticeship programmes have completed the development stage with standards and end point assessment (EPA) at all stages of delivery approved. Responsibility for programmes now passes over to the National School of Healthcare Science (NSHCS) with Graham Wilson being the lead for apprenticeships at School.

The Institute for Apprenticeship (IfA) has established a number of Route Panels, including one for Health & Science. Route Panels are advisory to the IfA, their role being to review and accept or reject apprenticeship standards that are put forward or are in development. If a new standard is proposed the Route Panel will consider if it is a well-defined occupation or whether it crosses into other existing standards. The IfA will review every standards 3 years from date of their publication and every 3 years thereafter.

All organisations undertaking end-point assessments must be quality assured by another approved organisation. The Academy of Healthcare Science is the external quality assurance organisation identified in the HCS standards and are currently developing the quality assurance process to be used.

The Education and Skills Funding Agency (ESFA) has released new guidance for organisations on the register of end-point assessment organisations.

The NSHCS is establishing a dedicated area on its website

<http://www.nshcs.hee.nhs.uk/join-apprenticeships/apprenticeships> which will provide on-going information about the HCS apprenticeship programme to employers and stakeholders. Conditions for EPA assessor organisations (for non-integrated degrees) will be available on the site.

10. Professor McCormack updated the Committee on the successful Joint Workshop (HUCBMS, HUBS, IBMS) – *Teaching of physical sciences and mathematics in bioscience programmes*. It was agreed that similar joint initiatives should be pursued in the future.
11. Ms Rodney outlined to the Committee the plan for Pathology Services in England.
12. Ms Rodney also highlighted the highly successful IBMS Congress which took place in October and the impressive involvement by students. She also informed the Committee of the development of an experiential route to Fellowship which may be attractive to academic staff.

13. Mr Wainwright provided an update on the activities of the Institute of Biomedical Science Education and Professional Standards Committee and the impressive involvement by students.
14. Professor Henderson informed the Committee of HUB-related matters including the recent Winter conference, future meetings, Bioscience Teachers of the Year Award and the introduction of overseas membership.
15. Professor McCormack provided an update on the activities of the Royal Society of Biology Education Policy Committee.
16. Dr Donaldson updated the Committee on issues relating to the Council for Healthcare Science and the National School of Healthcare Science. The curriculum for the STP programmes have been digitised and the team are currently looking to an STP improvement review. The PTP curricula will be reviewed at a later stage.  
Work continues upon a combined Life Science training portfolio that will meet the requirements of the NSHCS and the HCPC. The portfolio will be “competency” based rather than “task” based.
17. The Committee noted the highly successful HUCBMS 2017 conference which took place at Anglia Ruskin University. The academic and social programmes were excellent although the accommodation was somewhat spartan due to ongoing refurbishments. The overall financial outcome is likely to be ‘breakeven’. The Committee congratulated Dr Pike and her colleagues for excellent local organisation.
18. Professor McKenna informed the Committee that it is planned to hold a reception at the House of Lords in the Spring of 2018 to celebrate the 25<sup>th</sup> anniversary of the establishment of HUCBMS. Institutional members of HUCBMS would each be invited. Professor Randall agreed to assist with planning the event.
19. Dr Alsam outlined plans for HUCBMS 2018 which will take place at the University of Essex on 4-5 September. The Committee was pleased with the proposals. It was agreed that the academic programme should follow the traditional themes and individual committee members were designated to take the lead in proposing speakers and topics:  
Research (YB,VR PGMcK)  
Learning and Teaching (CD, LW, IL)  
Internationalisation (JMcC, PGMcK KG)

20. It was agreed that HUCBMS 2019 would be hosted by Dublin Institute of Technology, HUCBMS 2020 by York St John University and HUCBMS 2021 by Coventry University.
21. The Hon Treasurer, Dr Locke, provided an update on HUCBMS' finances, which remain reasonably healthy.
22. Dates of Executive Committee meetings in 2018 were left open until the date of the House of Lords reception has been confirmed.