

Medical Studies Committee

Minutes of Meeting held on 11 February 2015

- Present:** Professor Sue Smith (Chair), Professor Paul Aylin, Dr Mike Barrett, Ms Giskin Day, Miss Anju George, Mr Chris Harris, Dr Jo Harris, Mr Martin Lupton, Professor Alison McGregor, Professor Mary Morrell, Dr Eryl Price-Davies, Mr Paul Ratcliffe, Dr Sarvesh Saini, Dr Mike Schachter.
- Apologies:** Ms Susan English, Mr Dariush Hassanzadeh-Baboli, Professor Jenny Higham, Professor Debra Humphris, Mr Pascal Loose, Professor Denis Wright.

1. Welcome and apologies for absence	
	The Chair thanked members for attending and noted the apologies for absence.
2. Minutes	
AGREED:	That the minutes of the meeting held on 26 November 2014 be confirmed.
3. Matters arising	
CONSIDERED:	MSC1415-20: Matters arising
	Minute 8.16: Equality and Diversity Monitoring Report
REPORTED:	3.1. That the Admissions Testing Service was taking very seriously the issue of the gender imbalance in favour of men seen in BMAT. Other institutions were also seeing an imbalance and methods for addressing this were actively being explored.
	A Level requirements
REPORTED:	3.2. That the issue of A Level reform would be discussed at Senate so that an institutional view could be formed. The Director of Admissions, Equality and Diversity would keep the Committee informed of progress. ACTION: Director of Admissions, Equality and Diversity
4. Items for consideration	
CONSIDERED:	MSC1415-21: Update and papers for approval from the Lee Kong Chian School of Medicine
NOTED:	4.1. That the development of Phase 2 of the curriculum was well underway. 4.2. That revisions to the Examination Regulations and the Guidelines for External Examiners were proposed to provide additional, pragmatic safeguards around the appointment of External Examiners. 4.3. That the changes would ensure External Examiners would come from a diverse range of backgrounds. 4.4. That LKC Medicine had responded in detail to the External Examiner comments and was taking them very seriously.
AGREED:	4.5. That the changes to the Examination Regulations and the Guidelines for External Examiners be recommended to Senate for approval with immediate effect. ACTION: Secretary
CONSIDERED:	MSC1415-22: Nomination of external examiners
AGREED:	4.6. That the following external examiners be approved: <ul style="list-style-type: none"> • Dr Derek Renshaw (BSc in Biomedical Science)

	<ul style="list-style-type: none"> • Dr Sarah Hawkes (Year 1 and Graduate Entry Year 1 FoCP) • Dr Norman Carr (Year 3 pool) • Dr Adrian Freeman (Year 3 pool) • Revd Peter Haughton (Year 4 Specialist Course in Death, Autopsy and the Law) • Dr Tim Littlewood (Year 5 Pathology) • Dr John Dillon (Year 6 pool) <p style="text-align: right;">ACTION: Registry Representative</p>
5. Reports from Committees	
CONSIDERED:	MSC1415-23: Education Committee (Early Years)
NOTED:	<p>5.1. That many students have anxiety about taking on the 'model' role in living anatomy. Attempts to use fifth year students in the teaching activity had been met with poor take-up.</p> <p>5.2. That financial and non-financial rewards should be considered.</p> <p>5.3. That students from other departments could be approached, but that this would mean the advantages of 'near-peer' teaching would be lost.</p> <p>5.4. That students are underprepared for many aspects of anatomy, such as living anatomy or encountering cadavers.</p> <p>5.5. That there may be learning from physiotherapy schools, where living anatomy is widely used.</p> <p>5.6. That all first years will now be offered Basic Life Support and first response training.</p> <p>5.7. That changes to the Year 2 Introductory Clinical Attachment had been approved which will introduce elements of nursing/healthcare assistant training in basic patient care and safety. Students will then have the opportunity to move onto completing Healthcare Assistant training should they wish to.</p> <p>5.8. That the Education Committee had discussed the External Examiner reports for 2013-14 and no significant problems had been noted.</p>
CONSIDERED:	MSC1415-24: Education Committee (BScs)
NOTED:	<p>5.9. That work on the future of the BSc viva voce examination was ongoing.</p> <p>5.10. That discussions were underway about how to continue threading science into Years 3, 5 and 6.</p> <p>5.11. That there are plans for significant reinvigoration of the Biomedical Science programme and to explore the introduction of a substantial new undergraduate programme. New academic and administrative posts have been advertised to support this work.</p>
CONSIDERED:	MSC1415-25: Education Committee (Years 3, 5 and 6)
NOTED:	<p>5.12. That the Education Committee had approved a pilot for 2016-17 of an 'integrated clinical attachment'. The pilot will introduce a more longitudinal general practice component to Year 5, enabling students to follow patients through primary care.</p> <p>5.13. The Committee raised concerns about the scalability of the pilot but felt it was worth pursuing as a pilot. An evaluation would be undertaken in tandem.</p> <p>5.14. That from 2015-16, there would be changes to the Year 5 Paediatrics placement. The two-week residency would be removed since it was becoming increasingly difficult to manage. The new curriculum would involve an element of student choice and more time for consolidation.</p> <p>5.15. That from 2015-16, there would be a change to the Year 6 Surgery PACES examination. The history taking station would be replaced with a more interactive and integrated clinical management station related to perioperative care.</p>

CONSIDERED:	MSC1415-26: Student Services Committee
NOTED:	<p>5.16. That several minor changes to the Fitness to Practise Medicine policy and procedure were proposed. These involved minor amendments to the panel constitution and introduced information about the Medical Schools Council excluded students database. Revisions to the terms of reference of the Student Monitoring Group were also included to ensure the SMG monitors the outcomes of Fitness to Practise panels.</p> <p>5.17. That changes to the School's policy on exposure-prone procedures had been agreed, in the light of changing national guidance. Students in their senior years may now undertake venepuncture in patients with chronic blood-borne infections, once they have been signed off as competent.</p>
AGREED:	<p>5.18. That the changes to the Fitness to Practise Medicine policy and procedure be recommended to the Senate and Council for approval.</p> <p style="text-align: right;">ACTION: Secretary</p>
6. Quality Assurance and Enhancement	
CONSIDERED:	MSC1415-27: SOLE
NOTED:	<p>6.1. That the results were mainly satisfactory, with a small number of notable exceptions, which were being followed up.</p> <p>6.2. That participation remained highly variable.</p> <p>6.3. That there is a need to strengthen the feedback loop to students. The School is looking at a number of ways in which this could be achieved. A new 'student feedback' organisation on Blackboard would be used to disseminate the results of SOLE, the SSLGs and some of the outcomes which have arisen from feedback.</p> <p>6.4. That there was a need to collect more information about how trusts make changes as a result of SOLE.</p>
AGREED:	<p>6.5. That a new Directors of Clinical Studies report should be requested in the summer focusing on how Trusts have responded to student feedback captured in SOLE and through focus groups.</p> <p style="text-align: right;">ACTION: Quality and Educational Development Manager</p>
CONSIDERED:	MSC1415-28: Items from the Quality Assurance and Enhancement Committee
NOTED:	<p>6.6. That comments on the two consultations should be sent to the Senior Assistant Registrar (Quality Assurance and Enhancement).</p>
7. Any other business	
	Religious observations
REPORTED:	<p>7.1. That there were increasing numbers students wishing to attend religious observances on Friday afternoons in Years 1 and 2 when scheduled teaching was taking place.</p> <p>7.2. That the issue also affected clinical placements in the later years.</p> <p>7.3. That the College did not have a clear policy on the matter.</p>
AGREED:	<p>7.4. That the Quality and Educational Development Manager would raise the issue with the Academic Registrar</p> <p style="text-align: right;">ACTION: Quality and Educational Development Manager</p>
8. Date of the next meeting	
REPORTED:	Wednesday 10 June 2015, 2:30 pm, Drawing Room, 170 Queen's Gate, South Kensington campus