Internal Periodic Review of: Deanery of Clinical Sciences Undergraduate and Postgraduate Taught Provision
Date of review: 26-27 February 2024
Date of 14 week response: 10 July 2024
Date of year on response: (Due by 02 May 2025)

The School/Subject Area is responsible for reporting on progress with all recommendations, including those remitted to other areas of the University for action.
 If any recommendation has been fully addressed please record the action taken and date completed.   Any barriers to progress should be highlighted on this report.

Recommendation no	Recommendation	Responsibility	Timescale for completion	Comment on progress towards completion and/or identify barriers to completion	Completion date
1	The Deanery develops a strategy and implementation plan to facilitate the sharing of good practice and innovation in teaching and supporting learning across programmes.	Deanery Management	Next academic year	A Deanery level academic event was held in May 2024. The event was structured around presentations and workshops focused on the Deanery's PGT vision, implementation of the University's assessment and feedback practices and priorities policy, and the University's new student support model. Following the event in May, a survey was circulated to seek feedback and help frame future events. The majority of respondents indicated that they would welcome more events for sharing good practice and innovation and that they would prefer these to be held twice a year (in May and October/November). Respondents also provided ideas for topics. Administrative and academic fora are also held on a monthly basis.

The Deanery recognises that there is also a need to create space for interactive workshops and discussions around a vision for PGT going forward. In light of the ongoing College modernisation plans, there is a need to include key staff from CMVM, for example the newly appointed College Dean of Education.

Barriers to progression with this recommendation include staff having concerns and uncertainty around College Modernisation and restructuring plans, and how the Deanery will fit into new | |

				structures. This barrier could be mitigated by inviting key College staff to workshops and discussions around PGT plans and vision, and by securing an external facilitator to lead such events.	
2	The Deanery develops a strategy for the orientation of staff to relevant University learning and teaching policies, processes, and structures. Staff would include those who are teaching, supervising, and/or have a support for learning roles.	Deanery Management and Programme Teams	Next academic year	The Deanery's Student and Academic Services Manager has worked with professional services staff members to develop an orientation document. This is currently being trialled with newly appointed programme administrators who support learning. Discussions are ongoing with the Digital Education Unit (DEU) to develop a Learn Ultra site for the orientation of external examiners. The Biomedical Teaching Organisation have a site in operation that is being used as a template. It is anticipated that the Deanery's external examiners Learn site will be operational by August 2024. In terms of orientation for staff in teaching roles and external tutors, there have been early discussions with the DEU regarding developing a Learn Ultra site. The Clinical Management of Pain programme have already developed orientation documents for newly appointed teaching fellows. It is anticipated that these could be adapted for use by other programmes.	
3	The Deanery facilitates Cohort Leads to share experiences and develop an approach applicable to the Deanery programmes and context.	Deanery Management and CSTO staff	Next academic year	The Deanery's Director of Students is leading on the implementation a number of measures to facilitate Cohort Leads to share experiences and develop an approach applicable to the Deanery programmes and context: **Development of a SharePoint Site:** The Director of Students is collaborating with Cohort Leads within the Deanery to develop a SharePoint site. This site will serve as a platform for sharing of good practice and the dissemination of resources among Cohort Leads. **Alignment with Student Support Standards:** Cohort Lead activity will be designed to adhere to and complement the Student Support Standards for Schools and Deaneries. Cohort Leads will receive	

				guidance on tailoring their activities to meet the needs of their respective student populations, encompassing Undergraduate, Postgraduate Taught, and Postgraduate Research students. **Provision of Example Sessions and Activities:** To facilitate the efforts of Cohort Leads, exemplary sessions and activities will be provided. These examples will serve as a valuable reference, enabling Cohort Leads to create engaging and supportive environments for students. **Opportunities for Collaboration:** Throughout the academic year, opportunities for Cohort Leads within the Deanery to convene, both in person and online, will be facilitated. Enabling the sharing of best practice and experiences. A dedicated Teams channel has been established to facilitate ongoing communication and information sharing among Cohort Leads. **Deanery-wide Student Support Open Days:** Deanery-wide Student Support open days will be hosted. These events will provide updates on processes and regulations within the Deanery and offer a platform for open discussions and community building among academic and professional service colleagues. The aim is to foster a collaborative and supportive environment for Cohort Leads, to enable the sharing of good practice.	
4	The Deanery facilitates ongoing professional development training for Student Advisers as the role develops.	Deanery Management and CSTO staff	Next academic year	The Deanery is committed to the continuous professional development of Student Advisers as the role evolves. Deanery management and CSTO staff will ensure that Student Advisers have access to all professional development training provided by the central University related to Student Support. Additionally, the Deanery are actively pursuing specialised training that our Student Advisers have identified as necessary based on their experiences since the	

			role's inception. Where appropriate the aim is to develop and deliver these training opportunities within the Deanery, as well as highlight the importance to the broader Student Support network at College level. All Student Advisers, along with the wider Student Support team, will undergo Suicide Prevention training. Note Taking and Record Keeping training has been completed by all Student Advisers, the Student Support Manager, and the Director of Students, ensuring that uniform standards are adhered to across the entire team. The Student Support Manager and Director of Students will host four in-person sessions per academic year dedicated to ongoing training, case study reviews, and the sharing of best practice. During these sessions, we will review feedback and identify any additional training needs for our Student Advisers, ensuring that appropriate training is provided. Deanery Student Advisers have joined a peer support network on Teams, allowing them to share best practices and discuss challenges within their roles with other Student Advisers across the University.	
5	The Deanery considers the introduction of a Workload Allocation Model (WAM) to inform and improve staff experience.	Deanery Management	This is a College priority as part of College Modernisation plans	The introduction of a Workload Allocation Model (WAM) is under discussion at College level. Deanery management acknowledge this as an important priority going forward, as Deanery staff enter the new College structure.	
6	The Deanery prioritise the engagement of an Equality, Diversity and Inclusion (EDI) lead to develop internal EDI structures (e.g. through the establishment of an EDI committee)	Deanery Management	Next academic year	As part of the College restructuring and modernisations process, the College has appointed Professor Sue Fletcher Watson as College Dean of Equity, Diversity and Inclusion. The College anticipates that this appointment will be from the start of the 2024/25 academic year. The Deanery anticipates that the new College Dean will lead on the establishment of an EDI committee.	

				Deanery management will work with the College and the new EDI Dean to ensure that internal EDI are developed according to the new structures.	
7	Student Support staff such as student advisers are able to access specific EDI training opportunities given the diverse student intake of the Deanery.	Deanery Management and CSTO staff	Next academic year	The Director of Students and the Student Support Manager are currently in discussions with Edinburgh Global and senior colleagues within the College of Medicine and Veterinary Medicine. The objective of these discussions is to collaborate on identifying and delivering training opportunities for Student Advisers who work with the diverse student population within the Deanery (e.g. cultural competencies). Our goal is to extend these training opportunities to the broader student support team, including academic and professional service colleagues. Additionally, the Director of Students and the Student Support Manager have engaged in discussions with the Wellbeing Service, which has recommended several online resources that Deanery Student Advisers can utilize. One such resource is the FutureLearn course "Understanding Mental Health in Muslim Communities." We are actively working to compile a comprehensive catalogue of courses that will equip our Student Advisers to effectively meet the needs of our diverse student cohort.	
	Please report on steps taken to feedback to students on the outcomes of the review	A Deanery level Student Staff Liaison Committee (SSLC) meeting was held on 25th June 2024. The outcomes of the review were communicated to student representatives who attended the SSLC meeting. Meeting minutes will be disseminated to all students.			