

MINUTES

SCHOOL OF POPULATION HEALTH AND CLINICAL PRACTICE EXECUTIVE COMMITTEE

Wednesday 29 July 2009 at 9.00am
School Meeting Room, Level 9, 10 Pulteney Street

Agenda No	Item/ Topic	Main points raised	Action/Who	Time Frame
1	Welcome & Apologies	Present: Konrad Jamrozik, Greg Bussell, Anne Wilson for Alison Kitson, John Moss, Carole Gannon for Anne Tonkin, Gary Misan, Nigel Stocks; Janet Hiller, – Doris Hooper Minute Taker	Apologies:, Anne Tonkin, Sandy McFarlane, Jonathon Newbury; Rus Nasir	
2	Approval of previous minutes 01/07/09	<ul style="list-style-type: none"> • Approved. • Discussed outstanding action items • OHS+W documents to be signed by KJ this week. • Nothing was raised from the last minutes 		
3.	For Discussion or Action			
3.1	Florey Lecture – Professor Tony McMichael, 7-8 October 2009	<ul style="list-style-type: none"> • It was noted that Professor Tony McMichael from the National Centre of Epidemiology & Population Health will be in Adelaide on the 7-8 October to present the annual Florey Lecture. • His research interests are: <ul style="list-style-type: none"> ➢ Climate Change and human health: Studies of current, emerging and estimated future risks, and adaptive strategies to lessen risks. ➢ Environmental and social influences on the ecology of infectious disease emergence and occurrence. ➢ Urban environment, health and sustainability: social and physical influences on patterns on health, with particular reference to food systems, transport systems and energy use ➢ Food systems, nutrition, energy balance and health: population an individual aspects • Need to think about his schedule when he arrives in Adelaide. • KJ will be away in Darwin • It was suggest to consider media coverage 	KJ communicate to Chris Soteriou find out who is liaising with Tony McMichael for the visit+ Schedule.	
4	For Mention			
4.1	Occupational Health & Safety	<ul style="list-style-type: none"> • Discussion generally on OHS&W issues within the School. • School is being compliant with OHS&W Policy and procedures. • The following comments were made: <ul style="list-style-type: none"> ➢ The School is under pressure to increase salary commitment for OHS&W, but the University has declined to provide the budget for this. ➢ A number of false alarms. ➢ Issues commuting between locations. ➢ School doesn't have mechanical equipment. 	Have OHS+W as standing item on SE	

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4.2	ERA Submission guidelines (attached)	<ul style="list-style-type: none"> • Excellence in Research for Australia (ERA). The paper was distributed to the SE and also presented at Faculty Executive on the 3rd July. • New research quality and evaluation system. • Main points raised from this document:- <ul style="list-style-type: none"> ➢ ERA initiative developed by ARC ➢ ERA will use leading researchers to evaluate research in 8 Clusters. ➢ Road Show to explain ERA early next year. ➢ Trial submission this year. ➢ Outcome of trials will be in 2010 ➢ Need to determine which staff are 'research-active' 		
4.3	Project Apollo	<ul style="list-style-type: none"> • It was noted there are still a few problems with Apollo • The project has now formally been closed by the Associate Dean (IT) • The main problems which seem to be resolved were access to information on the U: Drive. • PowerPoint problems with different versions 		
4.4	Kerry Kirke Student Award	<ul style="list-style-type: none"> • The award is open to all students of Public Health and nominations will be accepted from anyone. • Nominations close 25th September 2009. • For further information contact Teresa.burgess@adelaide.edu.au. *83033468 		
5.	For Noting			
5.1	Target setting	<ul style="list-style-type: none"> • Email from Greg Bussell dated 9th July that was sent to Chris Soteriou in relation to target setting was tabled at the meeting. • GB has had discussions with the relevant people and was seeking endorsement from the School Executive that it is not sustainable to reach target growth of 10-15% 	Endorsed by the School Executive	
6.	Matters Arising	<ul style="list-style-type: none"> • Nil 		

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7.	Significant strategic matters arising from Disciplines and Units	<ul style="list-style-type: none"> • <u>General Practice</u> - <ul style="list-style-type: none"> ➢ Have won the tender for Commonwealth Government funding to establish and manage the GP Super Clinic at Playford North at Elizabeth. On the 29th of July the funding agreement was signed for \$7.5 million for the consortium consisting of Adelaide Unicare, the University of Adelaide and the University of South Australia to design, construct and run the multidisciplinary facility. • <u>SGRH</u> – <ul style="list-style-type: none"> ➢ Handover meeting will occur on the 12th of August. ➢ Current Senior Contracts are being reviewed. 		
8.	Significant strategic matters arising from School Committees	Nil		
9.	Significant strategic matters arising from Faculty and University Committees	Nil		
10.	Any other business	<ul style="list-style-type: none"> • It was noted a Flinders student has passed away at Whyalla Campus and the circumstances are being investigated. <ul style="list-style-type: none"> ➢ The UA Press Office has been notified. • There was vigorous discussion in relation to a letter from Prof Fred McDougall seeking comments on appointment of the next Executive Dean. <ul style="list-style-type: none"> ➢ There will be a collective view from the Faculty leadership team. ➢ Confidential responses to be forwarded to Prof Prof Fred McDougall by the 10th of August. ➢ Consultation process is taking place. • It was noted the School needs to be more strategic when writing publications. 		
11.	Next Meeting 12th August 2009			

ACTION ITEMS OUTSTANDING FROM SCHOOL EXECUTIVE AS OF 29 July 2009

Action Item	Agenda item+ date	Action	Status
Compliance with University Policy on Assessment (Faculty Exec Dec 08)	3.5- 8/4/09	<ul style="list-style-type: none"> • Submit to School Office hard copy of Faculty compliance checklist for audit. • Needs to be submitted To KJ end of Swot Vac 12th June 09 	Public Health still outstanding
PDR (Professional Development Review) Cycle 2009	4.3- 8/4/09	<ul style="list-style-type: none"> • KJ to Action July - August 2009 	Pending KJ to Action July - August 2009
OHS&W Inspection Report	4.2 – 6/5/09	<ul style="list-style-type: none"> • KJ to write to Virginia Deegan the Director Infrastructure Property & Technology advising her that Frome Street was not given adequate clearance. Also that there had not been any property inspection for the works completed 	Pending
Occupational Health & Safety	3.1 – 3/6/09	<ul style="list-style-type: none"> • Ensure OHS&W as a standing item on the School Executive 	Completed/Reminder
Support for the Mining Industry	3.2	<ul style="list-style-type: none"> • KJ to follow up with in-house experts 	Pending
Image Library	3.3 – 1/7/09	<ul style="list-style-type: none"> • KJ has asked the SE to forward any images to Gabriele Matzke • Images then to be placed on the S: Drive 	KJ to advise Gabriele of the decision