

MINUTES

SCHOOL OF POPULATION HEALTH AND CLINICAL PRACTICE EXECUTIVE COMMITTEE

Wednesday 15th October 9.00am
School Meeting Room, Level 9, 10 Pulteney Street

Attendees: Konrad Jamrozik (Convenor), John Moss, Nigel Stocks, Anne Tonkin, Judy Magarey, Greg Bussell, Michel Devine (Proxy for Sandy McFarlane), Gary Misan (Proxy for Jonathan Newbury), and Tarryn Muller (minutes).

1. Welcome and apologies

Apologies: Janet Hiller and Rus Nasir.

2. Minutes of previous meetings 01/10/08

The minutes from the previous meeting were accepted as true and accurate and will be available on the School website.

Business carried over from previous meeting:

Postgraduate Alumni University Medal Nomination

The two potential nominees that were identified are ineligible for nomination due which year they graduated. A possible third will be followed up by a Head of Discipline.

Staff Establishment List for 2009

F Kalambokas meet with the Heads of Disciplines to look at their discipline SEL and discuss their issues. F Kalambokas has updated the Faculty spreadsheet to be tabled at today's meeting.

Review of Qualitative Course

K Jamrozik circulated a paper about a workshop on Review of Postgraduate Courses being held on Wednesday 22nd October which will review the set of postgraduate courses offered by the School. The Heads of Disciplines and whole-of-School have been invited to attend and contribute suggestions and ideas.

School Internal Committee

K Jamrozik had to cancel the meeting previously arranged due to sickness and the meeting has been rescheduled to the end of this week.

3. For Discussion or Action:

3.1 Priorities with Staff Establishment List for 2009 (paper to be tabled)

K Jamrozik distributed the updated School Staff Establishment List for 2009 spreadsheet including the Disciplines 2009 'wish list' requests. Detailed discussions were held with each Head of Discipline to clarify and discuss their concerns and issues with their areas.

Action: - Follow up discussion with General Practice, Nursing and MLTU.

- School to decline bearing the costs of the Liaison Officer for titleholders.

- Faculty Executive to be advised that inadequacies of central University systems significantly impede this exercise.

3.2 2009 School Seminar Series

K Jamrozik distributed a paper on the School Seminar Program for 2009. The whole-of-School event has been confirmed moved to Tuesday afternoon starting in February next year. Also included was a proposal for the suggestion that that was received to K Jamrozik about alternating distinguished external speakers and Level E speakers from the School to give the staff within the School the opportunity to see our best in action.

Action: Heads of Disciplines have been asked to identify potential distinguished speakers from Australia (or suitable overseas visitors already in Australia) and advise the School Office.

4. For Mention:

5. For Noting

6. Reports from Disciplines – Held over to a subsequent meeting.

6.1. Nursing – Judy Magarey

6.2. Public Health – John Moss

6.3. General Practice – Nigel Stocks

6.4. MLTU – Anne Tonkin

6.5. CMVH – Sandy McFarlane

6.6. Rural Health – Jonathan Newbury

6.7. Indigenous Health Unit – Rus Nasir

6.8. School Office – Konrad Jamrozik

7. Reports from Faculty Committees – Held over to a subsequent meeting.

7.1. Faculty Executive Committee – Konrad Jamrozik

7.2. Faculty Board Meeting - Konrad Jamrozik

7.3. Faculty Research Committee – Nigel Stocks

7.4. Faculty Learning and Teaching Committee – Helen Fraser (*To be discussed how to report back*)

7.5. Faculty Internationalisation Committee – Judy Magarey

7.6. Faculty Course and Program Approval Committee – Frank Donnelly (*To be discussed how to report back*)

7.7. Postgraduate Coursework Committee – Judy Magarey

8. Reports from School Sub Committees – Held over to a subsequent meeting.

8.1. School Research Committee – Annette Braunack-Mayer (*To be discussed how to report back*)

8.2. School Learning and Teaching Committee – Helen Fraser (*To be discussed how to report back*)

8.3. School External Affairs Committee - Konrad Jamrozik

9. Any other business

10. Next meeting

Wednesday 29th October, School Meeting Room