

MINUTES

SCHOOL OF POPULATION HEALTH AND CLINICAL PRACTICE EXECUTIVE COMMITTEE

Wednesday 31st January 2007 at 9.00
Room 1-23, Level 1 Eleanor Harrald Bld

1. Welcome and apologies

Present: Jeffrey Robinson (Convenor), Nigel Stocks, Judy Magarey, Greg Bussell, Anne Tonkin, John Moss, Jonathan Newbury (video conference), Felicia Matthews (Minutes).

Apologies: Amy Salter

2. Minutes of previous meetings (17/01/07)

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

3. Matters arising

The list of current School and Faculty committee members has been updated. **F Matthews will distribute to all HODs.**

4. CMVH

J Robinson reported that Sandy McFarlane will move his staff from the Discipline of Psychiatry into the School; funding and budgeting will stay within the School as there is reluctance within the University to create new account codes. Sandy may be appointed within General Practice.

G Bussell and J Robinson have read the contract between the University of Queensland and the University of Adelaide.

J Robinson asked committee members if Sandy McFarlane should be invited to join this Committee to represent the CMVH. The Committee agreed. Sandy McFarlane (or a nominee) will be invited to the next meeting and subsequent meetings after that. The committee discussed University employed staff members within the CMVH and asked if Michel Devine needed to be appointed by the University. J Robinson asked J Magarey to look into as Michel would most suitably be linked to the Discipline of Nursing.

The addition of the CMVH to the School will create a number of issues but also opportunities and obvious linkages to be explored, in particular with AVMED. G Bussell suggested J Robinson read the minutes from the meeting that Sandy McFarlane was invited to attend in August 2006; this outlines possible links in more detail.

5. Space report

J Robison said that it was important to have a review of space carried out internally, before submitting to the Faculty for their space review, otherwise space may be decreased rather than increased. J Robison requested that all disciplines need to draft a document outlining current space, empty spaces, and projected needs of space on a three and five year basis; if space depends on new income, it is important to show where the income is expected from. Public Health have started this process. J Robison requested it be completed with some urgency; the Executive Dean has requested this information within a month. The quicker it is submitted, the faster the School offices will move forward. J Robison said it would be wise for SGRHS to also do this process in Whyalla and Port Lincoln. **J Newbury asked G Bussell to tell Chris Knox what is required. Progress will be discussed at next Executive meeting.**

6. School & Faculty Committee Membership

Frank Donnell and Amy Salter will attend alternate meetings. **F Matthews to circulate updated list.**

7. Reports from Disciplines

MLTU – Anne Tonkin

Anne regretfully announced that the Unit had lost a valuable staff member who will be moving to the Discipline of Nursing. Anne congratulated Nursing and said that the MLTU staff wished her well. This position will need to be replaced. Four applications have been received for the Committee Secretary position. Another position that was part of the establishment 18 months ago, but was never appointed, has been held up in the Faculty process; the committee discussed that the process of having positions approved may take up to six weeks and is extremely frustrating; advertising for new positions and contracts once the person has commenced are being delayed.

SGRHS – Jonathan Newbury

The SGRHS are in the process of appointing a trained epidemiologist which is quite exciting. Matt HAREN has returned from a post doc in Missouri USA and originally came from Port Augusta and is interested in employment in Whyalla. It is very rare to have someone experienced in this area to stay in a rural area. Matt has a PhD which was establishing Prof Gary Wittert's Florey Adelaide Male Ageing Study (FAMAS). He will be employed in a research position and it is hoped he will continue links with the Discipline of Public Health and the School.

The opening of the SGRHS building in Port Lincoln will be held tomorrow. All HODs and Greg Bussell will be attending.

Public Health – John Moss

J Moss said that Dino Pisaniello has a considerable amount of involvement with the university related to work cover payments, health and safety issues etc. He has been making a video on health and safety risks to be shown to all undergraduates, and may be offered to other universities in the future.

Anne Hayes has been employed by Public Health, Centre for Preventative Health Care cluster, to put together a basic plan on the RQF assessment within the Discipline.

Adelaide Thinker in Residence, Professor Ilona Kickbusch will be visiting Adelaide on 5th February. Her residency has been coined "healthy society". **F Matthews will forward the email with more information to all HODs.**

Nursing – Judy Magarey

Second year students have just started their country placements and Judy wanted to note that Libby Connelly from SGRHS has done an outstanding job helping students. Students have been placed at Laura, Port Pirie, Ororoo and Port Broughton. The students have been made to feel welcome and are doing really well. Christine Chisengantambu is taking on the role as support for students during their placements.

The Flexible learning officer has been employed and will start on 9th February. The discipline has been under pressure trying to get study guides printed and out to students; Judy thanked General Practice for their assistance with this. Anne Tonkin said that this was a positive example for the School and shared resources. As discussed earlier, Nursing have employed new outstanding lecturer, from the MLTU, Sue Sharrad, she will commence on 26th February.

Nursing has had two international acceptances for the undergraduate program which is very disappointing. The low number may be due to the Personal Quality Assessment which may be deterrent as this University is the only university who requires the PQA. J Newbury said that the PQA test is being trialled at UniSA and it may well come in to Uni SA nursing course. J Magarey said that our nursing program has the oral assessment and said that the PQA had caused some problems.

General Practice – Nigel Stocks

Fourth, 5th and 6th year MBBS students are going into practices. First, Second and 3rd students will start in three weeks. General Practice has input across all years of the curriculum. Unfortunately the Discipline's Post Graduate Coordinator, Dr Nicole Moulding, has moved to another position with UniSA. General Practice is negotiating a shared coordinator with Public Health; Annette Braunack Mayer has agreed to take over some supervision of students. Nicole will continue to act as an external supervisor to some of her students.

General Practice will submit two NHMRC applications, Oliver Frank and Nigel, both in the second stage of the internal review process.

Cate Howell, Nigel and Dr Anne Sved Williams were successful in obtaining a Rotary Grant (\$66,000) to evaluate Psychiatry support for general practitioners. Nigel, Dr James Allan and Prof Gary Wittert were awarded an RAH Clinical Grant (\$18,127) to explore the primary prevention of IHD in first degree relatives of patients with premature heart disease.

8. Report from Sub Committee

No report.

9. Report from Faculty Executive Committee

Nigel Stocks attended the FEC meeting on

Combined and double degree programs. **F Matthews to send document to John Moss.**

The date for the budget forum for faculty executives to discuss 2007 budget and future planning will be 7th Feb. Category 1 funding was discussed and allocation of funding. The Faculty believes that it is overspending and needs to cut back. J Robinson will be attending on the School's behalf. J Newbury suggested inviting Chris Soteriou to our next meeting. **F Matthews to invite Chris Soteriou to the meeting following the Faculty Budget Meeting.**

Stuart Matthews discussed the preliminary notes from the results of the staff survey, and said that responses had not been as high as previous results, but seem to indicate better satisfaction on most cases.

Anne Tonkin will attend the next FEC meeting. **F Matthews to forward agenda and papers on.**

10. Any other business

J Newbury asked if Neville Marsh's position on the Academic board had been replaced as it was important to have representation on this committee. **J Robinson will follow up academic board membership.**

11. Next meeting (Wednesday 14th February)

J Newbury will be an apology but will send a proxy. The meeting will be held in the Discipline of General Practice Meeting room, Level 3 Eleanor Harrald Bld.

The following meeting will be held in Room 1-23.

Action	Responsibility
Committee membership list.	F Matthews
Draft document outlining current space, empty spaces, and projected needs of space on a three and five year basis	All disciplines
Forward details on Adelaide Thinker in Residence, Professor Ilona Kickbusch	J Moss/ F Matthews
Double Degree document	F Matthews/N Stocks
Academic Board membership	J Robinson
Attend proxy for FEC Meeting, forward agenda papers on	A Tonkin/F Matthews