

## MINUTES

### SCHOOL OF POPULATION HEALTH AND CLINICAL PRACTICE EXECUTIVE COMMITTEE

**Wednesday 5<sup>th</sup> March**  
**School Meeting Room**  
**Level 9 Tower Bld, 10 Pulteney St**

Present: Konrad Jamrozik (Convenor), Judy Magarey, Greg Bussell, Janet Hiller, John Moss, Nigel Stocks, Sandy McFarlane Jill Brooking (MLTU) and Gabriele Matzke (Minutes)

#### 1. Welcome and apologies

Apologies: Jonathan Newbury, Anne Tonkin

#### 2. Minutes of previous meetings 20/02/08

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

*Business carried over from previous meeting:*

- Clinical trials insurance is self explanatory with trials being for participants not administrators.
- Publishing in BioMed Central; this point is currently being investigated by the Research Committee.
- Building Shutdown for maintenance on weekend 19<sup>th</sup> and 20<sup>th</sup> April.
- Research on undergraduate Students enrolled in the Faculty of Health Sciences Documentation; it is important that we ensure that questionnaires are accompanied by a cover sheet indicating ethics approval and contact details for the responsible investigator.
- Student prizes and scholarships: Two prizes were tabled at the meeting:

The Borthwick Prize \$40 - Public Health to review  
The Keith Sheridan Prize – Nigel Stocks to review

It is important that we adhere to the instructions as set out by the bequeathed request to ensure we comply with legal obligations and directions of the prize.

**Action: A working party will be held to look at the best way to apply prizes within the health sciences programs in our School. Date to be advised.**

#### 3. For Discussion or Action:

##### 3.1 Sponsored AAAS/Science Memberships (email)

Email from Science Magazine the research not relevant to our students.

##### 3.2 Rewards for Teaching (email)

Executive Dean's prize for excellence in learning and teaching is an important prize and our school should be represented.

MLTU

- Anne Tonkin will fill out a nomination form
- One other academic that will be nominated from MLTU with paperwork being completed by Jenny.

Nursing

- Frank Donnelly should be nominated

Executive Dean's Ranking is something the executive should be involved with.

**Action: The HOS asked that members have nominations available for the 2<sup>nd</sup> April meeting.**

### **3.3 Visit from VC 31<sup>st</sup> March**

Accommodation for the School will be a hot topic for when the VC visits the School and the committee has to work on a strategic plan as how best to put a school co-location to him.

**Action: The committee will work on this further and will meet again on 19<sup>th</sup> March 2008 to work on the best way to address this to the VC.**

### **3.4 Review of postgraduate coursework awards.**

A review of the university postgraduate coursework programs continues with Iain Reid as Chair. Executive discussed this topic with the following points being raised:

- Health Science undergraduate courses are often a second choice for students who have been unsuccessful in getting into their desired medical course.
- It is hard to keep student numbers to the 2<sup>nd</sup> or 3<sup>rd</sup> year with students nominating to transfer to other courses.
- Public Health longest standing postgraduate course commenced in 1986.
- Nursing courses successful and a large number are now studied via flexible learning. Nursing is using Virtual Classroom to conduct its flexible learning courses and the university does not have a system to run it.
- Distance Learning can cause problems for students but could be improved with greater accessibility, IT and a reliable program.
- MLTU uses its own system as IT was unable to support it with its Distance Learning program.
- Building confidence for students wishing to study via Distance and Part-time. Making courses easily available for all.

**Action: the HOS will prepare draft a document.**

- Competition policy.
  - o JMoss advised that an Epidemiology course is now being offered at UniSA making it even harder for Public Health in an already limited market. It might be worthwhile for the universities to communicate about any new courses to be offered.
  - o The HOS will look into this further.

## **4. For Mention:**

### **4.1 Feedback to AMC on use of CP & PeopleSoft/final grades (email)**

There was discussion about the use of a Conceded pass –

- Currently used in the MBBS program
- The Bachelor of Health Science does use it
- The Postgraduate courses do not use it

- It is available for the UG programs to get a student through but they can no then undertake the second part of a course.
- It depends on the grading used as to whether it is acceptable or not.

**Action: Executive opposed use of conceded passes in Undergraduate courses. HOS will report.**

**5. Any other business**

Nil.

**6. Next meeting**

**Wednesday 19<sup>th</sup> March, Discipline of General Practice Meeting Room (School Seminar in Robson follows at 10.30)**