

## MINUTES

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

WEDNESDAY 9<sup>TH</sup> MAY

Room 1-23 Eleanor Harrauld Bld

Present: Jeffrey Robinson (Convenor), John Moss, Judy Magarey, Nigel Stocks, Greg Bussell, Annette Braunack-Mayer, Anne Tonkin, Michel Devine (proxy for Sandy McFarlane), Janet Hiller and Felicia Matthews (Minutes)

#### 1. Welcome and apologies

Apologies: Frank Donnelly and Jonathan Newbury (unable to access video conference link)

This will be J Robinson's last SEC meeting. Janet Hiller will be taking over as Acting Head from Monday.

#### 2. Minutes of previous meetings 26/04/07

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

#### 3. Matters arising

J Robinson has continued to discuss space with the Executive Dean. G Bussell's report has some influence and is a very good document which will be very important.

This will be J Robinson's last week as Acting Head. Janet Hiller will be acting Head of School from week beginning 14<sup>th</sup> May. J Robinson will meet with her later in the week to handover and discuss some issues; one item to be discussed is the OH&S report.

#### 4. OH&S Report

J Robinson said that it is important that we appoint a School OH&S Officer. Ganyk Jankewicz produced a report in the first instance. Each discipline has an OHS representative; Michele Devine at CMVH, Chris Holton for Discipline of General Practice, He Wang for Public Health, Gabi Matzkei for Nursing, Christine Knox for SGRHS and the MLTU does not have a rep but will replace at the next meeting. N Stocks said that he would not appoint from the Discipline as funding is an issue and J Robinson disagreed and said that this could be part of someone's job role, without additional funding. John Moss suggested He Wang. The Committee agreed. **Janet Hiller to approach He Wang.** J Robinson suggested Frank Carbone from O&G meet with He Wang initially and then work further on the report.

#### 5. Reports from Disciplines

*Nursing – Judy Magarey*

The Nursing Excellence awards will be held at the Entertainment Centre on Friday night and eight people from the Discipline have been nominated.

Approached by consortia from Oman looking for a conversion program from Diploma to Bachelor. Nursing do not offer one and cannot provide by next year, but is something to consider as it is important to look for marketing purposes.

Making effort to increase mid year enrolments and continue to look at the admission process. The 1<sup>st</sup> years started clinical placements and 2<sup>nd</sup> doing their gerontological placements.

The Nursing Expo was held last weekend at the convention centre, and were inundated by enquires and interest from secondary students which was positive.

#### *MLTU – Anne Tonkin*

Getting staffing issues sorted out with the review of the IT area and downsizing and shuffling in terms of administration staff, and all within the budget. There is an issue with redundancy payouts being taken out of the budget however G Bussell said that Faculty will cover this but advised that each discipline needs to put away their severance pays, (redundancy package not included) in future.

A Tonkin is the Chair of an AMC accreditation team and will be spending next week in Sydney.

A Tonkin is through to the second round of the Carrick citation, an award for recognition of excellence in education.

#### *General Practice – Nigel Stocks*

More Government funding is likely to be offered for ASPREN. N Stocks acknowledged the work that DMAC has contributed to the IT and database development for this project

Several people applied for the lecturer A/B position. The deadline has been extended after an amendment to the selection criteria to allow non clinical applicants.

The DGP has three Honours students enrolled this year, which is an improvement from previous years. Dr Chris Barton should be commended on making this a successful program.

Caroline Laurence and Briony Glastonbury have been working on a DOHA tender for Chlyamdia screening in general practice that would follow on from their POCT study.

Cate Howell and Michelle Sexton have given a one day workshop to Defence personnel as The Grief and Palliative Care Unit branches out to wider range of mental health issues.

#### *Public Health - John Moss*

The Executive Dean is organising negotiations for the Health Economist position. An offer has been made but not yet accepted. A five year contract has been offered, with The Department of Health to cover .5 of the position. The remainder will be funded by the Faculty, and it is envisaged the appointee will generate his/her income after the first two years. The appointee will be based at the Repat Hospital half time and half time in the Discipline of Public Health. J Robinson said that it is positive to have Health Economist in SA and 50% of their time will be State business and managing hospitals.

Christian Gericke is visiting China with the Executive Dean in June, looking at possibilities for providing education in health services management.

The Draft of a side Agreement between Adelaide and Flinders to cover arrangements under the PHERP contract has been made available and appears to be in order.

J Moss asked whether we had received any information regarding Open Day. There was some discussion about Year 10 and 11 students interested in academic programs with queries on admission and how to prepare and it is important that they are given the correct advice. N Stocks said that the medical students do a great job talking to

possible students. It is important that people have the right information. **F Matthews to follow up date with the Faculty office.**

*Michel Devine - CMVH*

The First Phase of the Middle East study is complete. The media has had stories on lack of health care in Defence recently which will encourage continuation of funding.

Currently working on several NHMRC grants.

OEH will be run at the RAAF base coming up in July.

The CMVH three year review; the Committee will visit on 4th July for the day only. J Robinson said that the VC may wish to be involved.

## **6. Report from Sub Committee**

A Braunack-Mayer attended the Faculty research committee on Friday. The main agenda item is RQF. The list of potentially selectable academic staff to be considered is with HOS at the moment. The School will submit the list that it has decided upon. N Stocks will review the applications. A Braunack-Mayer reported that Andrew Somogyi said that Science and Engineering are submitting a group of 30 to 50 researchers in their groups, so advice is to think about large groupings. The rationale is if everyone submits large groups then the quality can be looked at amongst groups. The list needs to be forwarded to Faculty by May 14<sup>th</sup>. Faculty shadow panels will review the lists and will be provided to the University panels in June. The University shadow panels include an external to the School to Chair, an individual external to the University and three or four academics within the area. These panels will meet mid July to end July. A Braunack-Mayer said people who end up nominated to the assessment panels will be given resources from the University. There are two people from this University chairing the panels.

The Research Centre application list was tabled.

The other agenda item was the expected HDR completions list. The Dean of Graduate Studies is planning on 80% completion within five years. Our school reported that 9 out of the 14 students on the list to review would complete this year.

## **7. Report from Faculty Executive Committee**

J Robinson reported that most topics discussed at the FEC had already been discussed at this meeting.

There was debate about ITS and computing support around the University. There was suggestion that there should be a review of the University IT services.

The Executive Dean's prize will be announced soon. J Robinson asked members to consider who will be nominated this year.

N Stocks will attend the FEC on Friday.

## **8. Any other business**

A draft budget for RQF was circulated. The Faculty will produce a revised budget. J Robinson stressed that this School will need to find the economies at a discipline level. J Hiller added that we will need to make a very strong case to Faculty about the ARI levy.

The Committee thanked Jeffrey for his contribution to the School over the last few months. J Robinson said that this School has huge potential as a group and a successful School.

9. Next meeting 23/05/07

<b>Action</b>	<b>Responsibility</b>
Appoint School OH&S Officer	Head of School
Date to be confirmed for Open Day 2007	F Matthews