

## MINUTES

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

Wednesday 19<sup>th</sup> July 2006 at 9.00am  
Room 1-23 Eleanor Harrald Bld

#### 1. Welcome and apologies

Present: Jonathan Newbury (Convenor) via videoconference, Judy Magarey, John Moss, Nigel Stocks and Felicia Matthews (Minutes)

Apologies: Greg Bussell, Neville Marsh, Amy Salter

#### 2. Minutes of previous meeting (5/7/06)

Change "oscillometer" to Impulse Oscillometry System.

Change Jonathan Newbury to (Acting Convenor) and Neville Marsh (teleconference)

#### 3. Matters arising from previous meeting

*CMVH*

As requested at the previous meeting, Prof Sandy McFarlane (CMVH) was asked to attend this meeting but was unavailable. J Moss explained that Prof McFarlane currently supervises 15 or so students and suggested that when the School moves to a supervisory panel structure for PhD students, that A/Prof Dino Pisanienllo be included as a supervisor. J Magarey said that Nursing has a small number of academics within their discipline and often struggles to get two internal supervisors for their students and that the panel would be useful. General Practice and Rural Health have always used a panel type structure, using supervisors from other disciplines and universities. N Stocks reported that the School Research and Higher Degrees Committee have asked members to write down the tasks of their post graduate coordinators as the Faculty has approved a School Post Graduate Coordinator to assist with the coordination role.

**J Newbury asked that F Matthews set a date for Prof McFarlane to attend a School Executive Committee and will offer staff available to help him with supervision and resources in the future.**

*Planning Day*

F Matthews has distributed a list of staff invited to attend the Planning Day. Representation across the disciplines and affiliated units were discussed as the planning will have a School view rather than individual disciplines/units/associated identities. J Newbury said that Medical Learning & Teaching Unit will be represented as well as the CMVH. It was agreed that AVMED should also be represented as they officially join the School structure the on 8<sup>th</sup> August.

J Newbury said that a decision had been made to proceed with using external facilitator:, Mark Douglas, after the SGRHS Planning day and has negotiated fee. J Magarey asked if he would interview people who will not attend the planning day but would have important views and J Newbury said that time will be a factor and he will probably interview all on the list only. J Magarey asked if Prof Alan Pearson could be interviewed as he would be O/S on the planning day.

**J Moss to forward AVMED contact details to F Matthews to invite to the Planning Day. J Newbury to discuss the structure and interviews with Mark Douglas on Friday 21<sup>st</sup> July.**

#### **4. Medical Learning & Teaching Unit – Jonathan Newbury**

J Newbury announced that the MLTU (previously the Medical Education Unit), is likely to join this School. The Committee discussed the fact that the decision had already been made without their consultation and the possible implications of this move. The Committee agreed to invite the MLTU to attend the next SEC meeting to discuss opinions and concerns.

General Practice has a lot of contact with the MLTU because of their involvement with the first three years of the MBBS course and N Stocks' role as convenor of 1<sup>st</sup> year MBBS and Associate Dean of students, and it was appropriate that they join this School because of the importance of keeping the clinical input into the undergraduate course.

There was some concern with School and Faculty restructure changes and the chance of duplicating tasks and resources. The School needed to be sure that this Unit does not already exist in some other structure currently within the Faculty and Disciplines and the role of School Learning & Teaching and Research & Higher Degrees subcommittees. J Newbury said that the position of Associate Dean of Teaching and Learning and it's role within the School structure was unclear.

The Committee discussed the MLTU and it's involvement in the MBBS course and the possibility of the Unit having a role in health sciences and nursing, bringing a broader resource to the School. Multiprofessional education was discussed further and the Committee agreed that this would be \good opportunity.

The Committee agreed that funding and the MLTU's contribution to the School functioning costs was important. EFSTLs and RQFs were discussed and although the Unit does have Phd students and academic staff, it will be a service Unit that delivers education and an increase in student numbers will increase funding. Two financial models being considered, 1) the Unit continues with their budget that currently pays their core staff and external tutors or 2) the core staff are employed and their casual tutors are funded by the Faculty. This will need to be clarified at the next meeting.

J Newbury suggested a set of questions to forward to MLTU staff prior to the meeting:

- Would you be interested in expanding to provide services to health science and nursing?
- What might your contribution be in a RQF sense?
- What is your financial position and what will you contribute to the School costs?
- What do you think the advantages are of joining the School?

**Questions to be addressed at the next meeting to be forwarded to the MLTU before the next meeting.**

#### **5. School planning day structure– Wednesday 9<sup>th</sup> August**

J Newbury suggested a structure based on past strategic planning days: looking at the big picture initially then working through what the participants see as priorities and sorting along the lines of education, research and “third stream” (community engagement), then the finalising of a strategic plan document.

J Moss, asked to clarify if the Day would be all encompassing that will relate to all disciplines or working on individual discipline backgrounds and how they all come together. He said it would be useful to arrive at some understanding of this before we get into the planning day. J Newbury agreed to clarify this with Mark Douglas. Other issues that needed to be addressed is how we are going to pay for the School structure as it is fundamental to the success of the School, the administration and business structure is vital and the importance of the strategic planning document. J Moss strongly recommended that this be a “living document” and suggested ongoing strategic planning rather than a document that is filed away and not reviewed over time. He said that all involved in the Planning Day should have a chance to comment and review the Draft before it is approved by the School Executive. **J Newbury to discuss these points with Mark Douglas.**

## 6. Reports from Disciplines

### *Rural Health – Jonathan Newbury*

SGRHS have advertised for as Associate Professor of Research through UniSA, located in Whyalla. It will be on the Web soon and it hoping to attract to attract a high quality researcher with national and international connections. J Newbury encouraged members to forward on to any one you think may be a suitable candidate.

The SGRHS Planning Day held on 6<sup>th</sup> July in Whyalla was very productive and will produce a strategic plan document similar to the Division of Health Sciences University South Australia medium term strategic plan. J Newbury commented that that UniSA now have a template for their medium term strategic plan and will bring this to the attention of the Executive Dean with John Moss’s comments on the strategic plan being a “living document” that is constantly reviewed.

### *General Practice – Nigel Stocks*

J Newbury said that Nigel Stocks (Acting Head of General Practice) has been appointed Chair and Professor of General Practice. The group congratulated Nigel on his achievement.

Nigel announced that Dr Cate Howell has been appointed Assistant Dean (Students) for the first three years of the MBBS course. Dr Howell will attend as Nigel’s proxy as he is unavailable for the next meeting.

### *Nursing – Judy Magarey*

J Magarey reported that there will be 25 post graduate extra places in the Graduate Diploma in Nursing Science (Mental Health Nursing) 2007, so they need to employ someone to write the curriculum which has already been approved through the PAC. A Lecturer Level B has been advertised for this position and a Research position is being re-advertised because it was not filled. The Discipline is now struggling with space to put any new staff and have looked into changing their meeting room into shared office space which will leave them without a meeting space. J Magarey said that they may need to use and book General Practice’s meeting room when it is available. N Stocks agreed. J Moss asked where the space review of the Faculty was up to and it was thought to be presented by the middle of next year. J Newbury said that N Marsh can continue work on space issue with J Magarey.

It was also made public that there will be 10 extra bachelor of nursing places in 2007. There will be 10 international places also which will be filled. Nursing responded to a report in the Advertiser that UniSa had dropped TER to 55.5, as there is a lot of concern over this, certainly from Nursing as it might influence the standard of RNs entering the workforce. The report said that they didn’t know what the University of Adelaide was doing, as they didn’t ask. The University of Adelaide’s lowest TER was 76.75, with an average of 88.15.

The Joanna Briggs Institute has been awarded a \$1.1M contract with the Commonwealth Government to establish AgedCareCONnECT (an electronic access point providing evidence based guidelines on specific interventions for health professionals in aged care).

The Australian Government Department of Health and Ageing has accepted a proposal from the Joanna Briggs Institute for another intake of Aged Care Clinical Fellows has been accepted. They have funded an intake of 10 Fellows, commencing August 2006.

The discipline held its winter research school for PhD and DNurs students from 3-7<sup>th</sup> July. Students had the opportunity to present on the progress of their research, meet with their supervisors (remote students) and attend workshops on QSR:NVIVO and SPSS.

The Joanna Briggs Institute hosted the Guidelines International Network Satellite Symposium - July 6 and the Cochrane Qualitative Methods Group Regional Symposium - July 10/11.

An Honour Society of Sigma Theta Tau International was launched in April. The aim is to establish a Chapter of Sigma Theta Tau International within the discipline.

#### *Public Health – John Moss*

J Moss has been involved in the Health Technology Assessment International conference, with many international visitors and hopes for ongoing links.

Public Health have been successful in gaining the following ARC Linkage Project grants for funding to Commence in 2006: “The impact of haemoglobin deferral on blood donors: perceptions, health and non-return”, Dr V Moore; Dr K Doherty; A/Prof P Ryan and “The dynamics of spousal relationships in very late life: transitions, psychological health and longevity”, Prof Mary A Luszcz (Flinders University); Dr Ruth B Walker“

### **7. Report from Sub Committee**

### **8. Any other business**

J Magarey went to Post Graduate course work meeting where the group was asked to develop some criteria on when a course should end. A spreadsheet was sent around to all members of the group.

J Newbury said that the ARC was seeking nominations from individuals with particular expertise in particular areas and that not all of those who were nominated were appropriate, but he has sorted this out.

### **9. Next meeting ( Wednesday 16<sup>th</sup> August)**

<b>Action</b>	<b>Responsibility</b>
Invite Prof Sandy McFarlane, CMVH a SEC meeting	F Matthews
Invite Avmed representative to the Planning Day.	F Matthews & J Newbury
Discuss the structure, interviews and issues to be addressed with Mark Douglas on Friday 21 <sup>st</sup> July.	J Newbury
Questions to be addressed at the next meeting to be forwarded to the MLTU before the next meeting.	J Newbury/F Matthews
Space issue	N Marsh

Outstanding items from previous meeting

<b>Action</b>	<b>Responsibility</b>
Organise a user pay system for Disciplines to use storage space at Thebarton Campus.	G Bussell
Investigate funding etc for the Georgina Dowling and Hilda Farmer Fellowship (Faculty fellowship).	G Bussell & N Stocks