Present: Anita Heywood, Patrick Rawstorne, Padma Narasimhan, Holly Seale, Anil Singh Prakash and Phillip Raponi

Apologies: Husna Razee, David Heslop and Reema Harrison.

1. Discussion on UNSW 3+ Academic Calendar

Members of the committee discussed many issues surrounding the implementation of the UNSW 3+ Academic Calendar. The main issues that were discussed are noted below:

- Phillip advised that Term 1 and Term 3 would be the main terms for the admission of new students. New Postgraduate students could also be potentially admitted in Term 2 but this needed to be confirmed by admissions. The school needs to decide whether it would be interested in pursuing this and then courses would need to be offered in Term 2 accordingly.

- The UNSW 3+ calendar would provide an opportunity to spread the core courses across the 3 terms, particularly those programs with a high number of core courses such as Health Management and Infectious Diseases Intelligence;

- The Summer courses could potentially be moved into Term 2 but the school would need to look at this and potentially move courses around without disadvantaging students who will transition from the current academic calendar to the new UNSW 3+.

- The question was also raised of offering the large core courses more than once in an academic year and whether a course like Epidemiology and Statistics needed to be split into 2 courses. This needed further discussion with course convenors. Olivia suggested pre-recording all lectures which can then be easily repeatable in a subsequent term if necessary;

- Course content will not be reduced but the contact hours each week may increase to ensure all the current content is covered in the 10 week term;

- It seems that Internships are most suitable for Terms 1 and 3 and the Summer term is too short to adequately cover the 6 week internship.

- The school is unlikely to offer any Postgraduate courses in the January summer school but could potentially offer GENM courses. The school could use this term to run professional development workshops.
• Current students do not need to be advised regarding the introduction of the new academic calendar until closer to the time of implementation.

• The best way forward for the school in regards to the new UNSW 3+ was to hold a workshop with Program Directors, Phillip and Anil, for 2-3 hours with the aim of drafting a plan of courses spread over the 3 terms and Summer school in 2019 to present to Head of School and other SPCHM academics.

Action Points: Phillip to put together a draft list of courses to be offered in 2019 across the 3 terms and then send this to Program Directors for feedback. A meeting will then be organised in June for all course convenors to discuss further.

2. AOB

• Anita confirmed that she will liaise with Nina to get the invitations out for the SPHCM Advisory Committee.

• Phillip advised the committee that there had not been a lot of interest from academics in presenting research projects at the Research Project information session.

There being no further business the committee ended at 3.00pm.