Present: Anita Heywood, David Heslop, Reema Harrison, Patrick Rawstorne, Husna Razee, Anil Singh Prakash, Phillip Raponi
Apologies: Holly Seale, Padma Narasimhan
In Attendance: Lois Meyer, Olivia Rajit

1. S1 2018 Courses
Phillip advised the committee that there were 2 additional electives offered in Semester 1 2018 – Rural and Remote International Health and Contemporary Issues in Ageing and whether this would be a problem with having more electives available in S1 2018 than we usually offer. All agreed that this should not be an issue and to leave the courses scheduled in Semester 1 2018.

2. Summer Participants (non-students)
It was agreed that this item would be discussed at the next meeting.

3. SPHCM PG Offerings in the UNSW3+ world – 2019 onwards
The following was agreed by members of the committee in regards to the implementation of the UNSW 3+ calendar model from S1 2019.
- Core courses and electives needed to be spread evenly across all 3 terms with the following provisions:
  - As Term 1 and Term 3 are the terms when new students will be admitted – the majority of core courses needed to be scheduled in these terms;
  - There needs to be an even spread of electives across all three terms;
  - Courses will pre-requisites should be available the following term so courses flow from one term to the next (ie Adv Epi and Adv Biostats would be offered in the subsequent term to Epi and Stats which is a pre-req for these courses);
  - Course progression needs to be checked for each program to ensure that the proposed course offerings under UNSW 3+ will work for students on a full-time and part-time basis;
  - We also need to consider our international partners when scheduling courses, ASU and Medvarsity (MPH (International)).
- That no postgraduate courses be offered over the NEW Summer session in January. This session to be kept free for academics wanting to run short courses for professional development. There is the possibility of running GENM courses in Summer but this needs further discussion;
- Academics will have 1 term off each year for research. Teaching focussed academics will be permitted to have 1 term off each 2 years;
• 6, 12 and 18uoc research projects can be completed in one term and or split over two terms.
• Further discussion is needed regarding the Internship. Phillip to follow up with Holly.
• Further discussion is needed in regard to Primary Health Care courses to spread the courses across the 3 terms.
• The School needs to come up with a plan for course rationalisation, particularly those courses with enrolments under 20 in both modes. Potentially have a small suite of courses that can be offered every 2 years. This needs to be clearly advertised to students to manage their expectations on what courses are offered and when.
• Discussion about splitting Epi and Stats into 2 courses and potentially merging EIDM and Epidemiology. Any course changes which will affect program structures need to start from S1 2019 in line with the new calendar.
• The following changes in regard to when courses are currently offered were agreed in principle:
  
  o PHCM9788 Infectious Diseases Intelligence moved to Term 1
  o PHCM9498 Epidemiology and Statistics moved to Term 2
  o PHCM9331 Ethics and Law in Public Health moved to Term 2
  o PHCM9132 Applied Research Methods moved to Term 2
  o PHCM9781 Evidence Informed Decision Making moved to Term 2

Action Points:
Phillip will update the SPHCM UNSW 3+ document incorporating the above changes. Committee members will need to provide feedback via email prior to this being presented at the SPHCM School Board meeting.
Phillip will discuss the internship with Holly Seale and implications with UNSW 3+.