School of Public Health and Community Medicine
Academic Program Committee Minutes 30.5.17

Present: Anita Heywood, David Heslop, Reema Harrison, Patrick Rawstorne, Phillip Raponi, Padma Narasimhan, Holly Seale
Apologies: Husna Razee, Anil Singh Prakash

1. School Advisory Committee
David advised the committee that because of accreditation requirements with RACMA and ACHSM – there needs to be a Health Management sub-committee of the School advisory committee which needs to meet urgently. He has contacted a broader number of people to organise a meeting in the coming weeks to ensure the re-accreditation can proceed in July/August. David also suggested it would be wise for a Health Management sub-committee to be in place for diligence.

Action points: Anita to follow-up with Nina to determine double up of invitations

2. Careers Event
Phillip advised the committee that Anil sent out an email in mid-May to academic staff asking for an expression of interest from academic staff in regards to organising a careers event for students in Semester 2 2017. Phillip needs to follow up with Anil in case she has had any interest from staff. The committee had a discussion in regards to the careers event including the following:

- Instead of trying to get potential employers to attend, the session should be more about career pathways to Public Health.
- A talk on career transitioning for those who want to move into a career in public health from a different field.
- Involve the UNSW careers office and Conjoint of the school with the event.
- Other organisations that could potentially be involved are DFAT and the Public Health Training Program.

Action Points: Phillip to follow up with Anil in regards to the Careers event.

3. Health Informatics Specialisation
Anita advised the committee that the Raina has suggested the school could introduce a Health Informatics specialisation in conjunction with ASU who offer a number of courses in this area. This could be a popular specialisation for our students.

Action Points: Anita to review ASU course descriptions and discuss at next APC.
4. Research Projects Course Codes/UOC

Following up on the discussion from previous meetings - Phillip advised the committee that the school had a number of research project courses that are inactive but could be made active. These include two Research Project courses worth 6 UOC as well as a 12 unit of credit research project course. The committee agreed that we should have 6, 12 and 18 UOC projects available. Re-introducing a 12 uoc research project was important as at the moment students who wanted to complete a 12 uoc research project need to enrol in a research project and an independent study which all agreed was not ideal. The research project guidelines need to be updated as there was no mention of the 18 uoc research project. It was agreed that there needs to be clear distinction for what is required to complete a 6, 12 and 18 UOC research project.

**Action Points:** Anita, Holly and Patrick agreed to work on this going forward including updating the research project guidelines. Holly agreed to put together guidelines on ethics review requirements for these projects. Phillip would investigate what needed to be done to re-activate the old research project courses.

5. AOB

Anita advised the committee that her request for SSP leave was approved for Semester 2 2017. Anita advised that she has not found a replacement for the MPH Director role but would keep working on this.

There being no further business the committee ended at 2.40pm.