



School of Public Health and Community Medicine Academic Program Committee Minutes 7.3.17

Present: Anita Heywood, Patrick Rawstorne, Anil Singh Prakash, Reema Harrison, Padma Narasimhan, Husna Razeq, Alex Rosewell and Phillip Raponi.
Apologies: David Heslop and Holly Seale.

1. Course Planning 2017 (S2 and Summer)

Phillip advised the committee that the list of Semester 2 2017 courses needed to be confirmed as there had been discussion of PHCM9632 Aboriginal Health and Wellbeing across the Lifespan moving to Summer. If this was going to happen then it needed to be finalised as soon as possible. Phillip then raised the question of moving a Summer course to Semester 2 2017 in its place. Anita confirmed she would chase this up with Telpia and Rob. There was also a discussion about Summer courses and courses that needed to be developed as online courses, particularly the 4 courses offered by the Centre for Primary Health Care and Equity (CPHCE). It was decided that a meeting be held with staff from CPHCE to discuss their courses with them. At this stage there are no other major changes to the list of Summer courses. Phillip also tabled a document outlining the ASU courses on offer for the rest of the year.

Action Points:

Anita to contact Telpia and Rob to discuss moving PHCM9632 to Summer semester
Phillip to organise meeting with staff from CPHCE and Patrick regarding Summer school courses.

2. Turnitin for Research Projects

Anita advised the committee that there have been recent changes with using Turnitin for research candidates. This is not likely to affect PG coursework students who can still use Turnitin for submitting their Research Projects.

3. MPH (International)

Padma advised the committee that the MPH (International) program will be amended to allow students to complete the program face to face in Sydney and online. This will also allow the students to obtain loans to pay for their studies which is not possible with an online only degree. The program revisions were being considered at the Faculty Education Committee on 8 March 2017.

4. Meet and Greet Changes for S2 2017

Phillip advised the committee that following feedback from staff and students that some changes to the format and venue for the Meet and Greet event need to take place to improve the event for new students.

The main changes are:

- Reduce the presentations to a maximum of 30 minutes (preferably with no power-point or limited power)
- Move to a venue with seating so students are able to sit down during the presentations (potentially Lowy or Wallace Wurth)
- Ensure a microphone is available for those speaking
- Ensure the room has functioning air conditioning

All committee members agreed with these changes which would hopefully create a more enjoyable event for the students.

Action Points: Phillip to investigate booking a lecture theatre in Lowy, Wallace Wurth for the S2 2017 Meet and Greet.

5. Student BBQ and Research Project and Internship Information Night

Phillip advised the committee that dates needed to be finalised for the Student BBQ and Research Project and Internship information night. Anita advised the committee that Sally Nathan would also like to promote ILP's on the night. The committee agreed this was a good idea. A provisional date of Monday 10 April 3.00-4.00pm was set.

Phillip advised that Wednesday and Fridays were free for the BBQ as there were no classes scheduled on this day. Phillip to send out a poll for a potential BBQ date.

Action Points: Phillip to finalise dates for these student events as soon as possible so they can be promoted to students.

6. Advisory Committee Invitations

Anita will liaise with Nina to send out the SPHCM Advisory Committee invitations in time for the first meeting in September/October.

Action Points: Anita to liaise with Nina to send out SPHCM Advisory Committee invitations.

7. AOB

Patrick raised the suggestion of offering a 12 UOC Research Project to allow students a double research project. At the moment the Independent Studies course is being used for this purpose in some circumstances which is not ideal. Phillip advised the committee that it was better to create another 6 UOC research project (extended) that way it allows students to either complete both 6 UOC research projects in the same semester or spread them over 2 semesters. Phillip advised that an AIMS proposal would need to be submitted and the committee confirmed that this was not an urgent proposal that needed to be put through.

Action Points: Phillip to start work on AIMS proposal for 6 uoc Research Project for May Faculty Education Committee.

There being no further business the meeting closed at 3.15pm.