

EDUCATION COMMITTEE MEETING

AGENDA

Meeting No. 5/09

Wednesday 14 October 2009

11.00 am – 12.30 pm

**Clayton Campus Room G08
Gippsland Campus Room 2S120
Peninsula Campus Room A3.30**



FACULTY OF EDUCATION EDUCATION COMMITTEE

Education Committee Meeting No. 5/09 to be held on Wednesday 14 October 2009 at 11.00am, in the Dean's Conference Room G08, Clayton Campus, Room A3.30 Peninsula Campus, Room 2S120 Gippsland Campus via video conferencing.

Apologies should be forwarded prior to the meeting to Executive Officer, Sharon Cahill on 9905 9810 or email sharon.cahill@education.monash.edu.au

AGENDA

Members having a direct commercial or financial interest in any item before this meeting must declare that interest to the Chair via the Executive Officer prior to consideration of the item, and must not take part in a vote on any matter concerning it.

1 ATTENDANCE

1.1 Present:

1.2 **In Attendance:** S Cahill, Assoc Prof Deborah Corrigan, Dr Laura Ward.

1.3 **Apologies:** Dr Amanda Berry, Mr Peter Lawford, Assoc Prof Phil Payne.

1.4 **On Leave:** Prof J Loughran, Prof Terri Seddon

1.5 **Membership**

2 CONSIDERATION OF THE AGENDA

2.1 Starring of Items

The Chair will provide members with the opportunity to star additional items for discussion.

2.2 Notice of Motion

The Chair will move that for all items other than those starred, the recommendations contained therein be adopted without discussion or the information noted.

3* MINUTES

3.1 Minutes of Previous Education Meeting 5/09

EC62/09

See attachment EC62/09

Recommendation

That the minutes of meeting No. 4/09 of Education Committee held on Wednesday 19 August 2009, be confirmed as an accurate record of that meeting and signed.

4 MATTERS ARISING FROM THE PREVIOUS EDUCATION COMMITTEE MINUTES

- Unit Electives working party
- LTPF 2009 Education Budget projects

5 CURRICULUM APPROVALS/AMENDMENTS

Nil

6* STUDENT AMBASSADOR PROGRAM

Dr Laura Ward will give a brief report on the recently launched Student Ambassador Program for BSOR students at Peninsula Campus and the outcomes of this program.

7* 7.1 SIR JOHN MONASH SCHOOL AND NOSSAL HIGH SCHOOL

Associate Professor Deborah Corrigan will give a brief report on faculty links to Sir John Monash School and Nossal High School.

7.2 LEADERSHIP IN SCIENCE EDUCATION COURSE

Assoc Prof Corrigan will table a discussion paper on the proposed new Leadership in Science Education course.

8 UNIT GUIDES – DEADLINES FOR 2010

EC63/09

Deadlines for Semester 1, 2010 Unit Materials and Blackboard sites are attached for consideration of members as set out in document *EC63/09*.

Recommendation

That Education Committee approves the timelines and guidelines for unit materials for 2010 as proposed in document *EC63/09*.

9* CHAIRS REPORT

The Chair will table his report at the meeting.

- **Course Review Policy**
- **Learning and Teaching Committee**
- **Assessment Policy**

10 DIRECTOR OF STUDENT AFFAIRS REPORT

11* DIRECTOR OF PROFESSIONAL PLACEMENTS

The Director of Professional Placements, Dr Libby Tudball will deliver an oral report.

SUB-COMMITTEES, COURSE DIRECTORS AND PROJECT REPORTS

12* EDUCATION QUALITY SUB COMMITTEE

Ms Sue Plowright will give a brief report on Monash Experience Questionnaire (MEQ) unit evaluations for semester one, 09.

13 ADMISSIONS & SCHOLARSHIP SUB COMMITTEE

14* COURSE DIRECTORS REPORTS

14.1 Secondary

14.2* Primary

Dr Peter de Vries will deliver an oral report of Primary Education activities.

14.3 Early Childhood

Written report from Course Director, Dr Kerith Power.

EC64/09

14.4* Psychology

Dr Janette Simmonds will deliver an oral report of Psychology activities.

14.5 Postgraduate Education

14.6 BSOR

14.7* Leadership

Assoc Prof Judy Gray will deliver an oral report of Leadership activities.

14.8 Adult Learning

15 PROJECT REPORTS

- OCL
- Masters

16 ITEMS FOR DISCUSSION AND/OR NOTING

17 NEXT MEETING

Wednesday 25 November 2009 at 11am

Education Committee Members

Anderson , Damon	Deputy Course Director Work & Learning
Baker , Mr Mark	Undergraduate student representative
Berry , Dr Amanda	Director Student Affairs
de Vries , Dr Peter	Course Director Primary
Gray , Associate Professor Judy	Course Director Leadership
Kenton , Ms Susan	Partnerships and Professional Placements Manager
Lawford , Mr Peter	Faculty Manager
Mitchell , Dr. Ian	Acting Course Director Secondary
Payne , Associate Professor Phillip	Course Director BSOR
Plowright , Ms Sue	Manager Academic Services and Quality
Power , Dr. Kerith	Course Director Early Childhood
Romeo , Dr Geoff	Chair – Associate Dean Teaching
Schnabl , Mr Gerard	Manager Admissions and Student Services
Simmonds , Dr Janette	Deputy Course Director Psychology
Southcott , Dr. Jane	Course Director Postgraduate
Smith , Ms Bronwyn	Manager, Faculty Development
Tudball , Dr Libby	Director of Professional Placements
Waldrip , Associate Professor Bruce	Dean's nominee
TBA	Deans nominee
TBA	Postgraduate and International students' representative

Additional Distribution

Ms Maree Mayne/Ms Cathy Arena
Ms Samantha Bennett
Ms Pearl Rischin
Mrs Louise Broadbent
Ms Melissa Booth
Ms Kate Anderson
Ms Reandra Juwono
Mr Steven Ngoi
Ms Joanna Donagan
Mr Mayur Katariya
Ms Winifred Hirst (Matheson Library)
Mr Sunil Kumar