



# **EDUCATION COMMITTEE MEETING**

## **MINUTES**

**Meeting No. 2/09**

**Wednesday 6 May**

**11 am – 12.30 pm**

**Room G08, Clayton Campus  
Room 2S120, Gippsland Campus  
Room A3.21, Peninsula Campus**

## EDUCATION COMMITTEE MINUTES

*Education Committee Meeting No. 2/09 was held on Wednesday 6 May 2009 at 11.00am, in the Dean's Conference Room G08, Clayton Campus, Room 3.21 Peninsula Campus, Room 2S120 Gippsland Campus via video conferencing.*

<b>1</b>	<b>ATTENDANCE</b>	
<b>1.1</b>	<p><b>Present:</b></p> <p>ADT Dr Geoff Romeo - Chair</p> <p>Mr Mark Baker, Dr Amanda Berry, Associate Professor Judy Gray, Ms Susan Kenton, Mr Peter Lawford, Professor John Loughran, Dr Joce Nuttall, Ms Sue Plowright, Mr Gerard Schnabl, Professor Terri Seddon, Dr Janette Simmonds, Dr Jane Southcott.</p> <p>Dr Jennifer Rennie at Gippsland Campus Ms Susan Kenton and Dr Kerith Power at Peninsula Campus</p>	
<b>1.2</b>	<p><b>In Attendance:</b></p> <p>Ms Sharon Cahill, Ms Johana Donagan, Mr Steven Ngoi.</p>	
<b>1.3</b>	<p><b>Apologies:</b> Associate Professor Phillip Payne and Associate Professor Bruce Waldrip.</p>	
<b>1.4</b>	<p><b>On Leave</b></p>	
<b>1.5</b>	<p><b>Membership</b></p> <p>Members were asked to note that revised membership proposal prepared in 2007 was yet to be considered.</p> <p>The Chair welcomed Dr Kerith Power, Early Childhood Course Director as a new member to the committee.</p>	
<b>2</b>	<b>CONSIDERATION OF THE AGENDA</b>	
<b>2.1</b>	<p><b>Starring of Items</b></p> <p>The Chair provided members with the opportunity to star additional items for discussion. Additional items 5.1.4, 7, 9, 10, 11, 12, 14 were starred.</p>	
<b>2.2</b>	<p><b>Notice of Motion</b></p> <p>The Chair moved that for all items other than those starred, the recommendations contained therein be adopted without discussion or the information noted.</p> <p><b>Carried</b></p>	
<b>* 3</b>	<b>MINUTES</b>	
<b>3.1</b>	<p><b>Minutes of Previous Education Meeting 1/09 Recommendation</b></p> <p>Minutes of Education Committee meeting No. 1/09 held Wednesday 18 February 2009, were confirmed as an accurate record of that meeting and signed.</p> <p>Moved: Judy Gray</p>	

		Seconded: Jane Southcott <b>Carried</b>	
<b>4</b>	<b>MATTERS ARISING FOR PREVIOUS MINUTES</b>		
	<ul style="list-style-type: none"> <li>▪ <b>Education Committee membership:</b> As Associate Dean Gippsland, Associate Professor Bruce Waldrip accepted the offer to remain as a member. Associate Dean Peninsula, Dr Joce Nutall and Associate Dean Staff, Associate Professor Barb Clarke declined the offer.</li> <li>▪ <b>ALTC – competitive grants:</b> Working party to strengthen future submissions with help from L Bennett (CALT). Dr Joce Nutall and Professor Terri Seddon will report back to Education Committee on 17 June.</li> </ul> <p><b>Noted</b></p>		
<b>5</b>	<b>CURRICULUM APPROVALS/AMENDMENTS</b>		
	<b>5.1</b>	<p><b>5.1.1 Significant Course Amendment 2550 Graduate Certificate in Higher Education Recommendation</b> Education Committee endorsed for forwarding to Faculty Board the proposed significant course amendment to <b>2550 Graduate Certificate in Higher Education</b>. Effective 1 Jan, 2010. <b>Carried</b></p> <p><b>5.1.2 Significant Course Amendment 2296 Bachelor of Adult Learning and Development Recommendation</b> Education Committee endorsed for forwarding to Faculty Board the proposed significant course amendment to <b>2296 Bachelor of Adult Learning and Development</b>. Effective 1 Jan, 2010. <b>Carried</b></p> <p><b>5.1.3 Significant Course Amendment 3708 Bachelor of Early Childhood Studies Recommendation</b> Education Committee endorsed for forwarding to Faculty Board the proposed significant course amendment to <b>3708 Bachelor of Early Childhood Studies</b>. Effective 1 Jan, 2010 <b>Carried</b></p> <p><b>*5.1.4 Significant Course Amendment 3509 Postgraduate Diploma of Psychology Recommendation</b> Education Committee endorsed for forwarding to Faculty Board the proposed course amendment to <b>3509 Postgraduate Diploma of Psychology</b>. Effective 1 Jan, 2010.</p> <p><b>*Carried with the following note:</b> Add “off campus” to mode of offerings for this course noting that *In 2010 this course will only be offered to new student in on-campus mode.</p>	

5.2	<p><b>5.2.1 Minor course amendment</b>  <b>3209 Master of Education (TESOL International)</b>  <b>Recommendation</b>  Education Committee endorsed for forwarding to Faculty Board the minor course amendment substituting the current unit EDF6232 for EDF6228.  <b>Carried</b></p>	
	<p><b>5.2.2 Minor course amendment</b>  <b>1731 Graduate Diploma of Education (Secondary)</b>  <b>1641 Bachelor of Arts and Bachelor of Education (Secondary)</b>  For noting: no further intake into:  <ul style="list-style-type: none"> <li>• <b>EDF4424 Psychology education</b> for GradDipEd Secondary students. Effective 1 Jan 2010.</li> <li>• Media will no longer be an approved major/sub-major in the Arts/Education Double Degree Secondary course. Effective 1 Jan 2010.</li> <li>• <b>EDF4416 Media Education</b> no longer offered as a curriculum specialism in fourth year double degree courses or GradDipEd Secondary course. Effective 1 Jan 2013.</li> </ul> <b>Noted</b></p>	
5.3	<p><b>5.3.1 New unit proposals</b>  <b>Graduate Certificate in Higher Education</b>  <b>Recommendation</b>  Education Committee endorsed for forwarding to Faculty Board the following new unit proposals for the Graduate Certificate in Higher Education.  Effective 1 Jan, 2010. <b>Carried</b></p> <p><b>HED5011</b> Learning and Teaching in higher education level 1  <b>HED5012</b> Learning and Teaching in higher education level 2  <b>HED5021</b> Contemporary issues in higher education A  <b>HED5022</b> Contemporary issues in higher education B  <b>HED5031</b> Higher education project: design and literature review  <b>HED5032</b> Higher education project: data gathering and analysis  <b>HED5041</b> Postgraduate research supervision</p> <p><b>5.3.2 New unit proposals</b>  <b>Recommendation</b>  Education Committee endorsed for forwarding to Faculty Board the following re-coded units for 3509 Postgraduate Diploma of Psychology.  <b>EDF4600</b> Contemporary issues in developmental psychology  <b>EDF4601</b> Ethics and professional issues  <b>EDF4602</b> Psychological assessment  <b>EDF4603</b> Behaviour change interventions for practitioners  <b>EDF4604</b> Research project  Effective 1 Jan, 2010.  <b>Carried</b></p>	
5.4	<p><b>Significant unit amendment</b>  <b>EDF6501 Counselling psychology: theory, research and practice</b>  <b>Recommendation:</b>  Education Committee endorsed for forwarding to Faculty Board the proposed significant unit amendment to EDF6501 Counselling psychology: theory, research and practice including change to the title to <b>EDF6501 Psychotherapies: theory and practice</b>. Effective 1 Jan, 2010.  <b>Carried</b></p>	

5.5	<p><b>5.5.1 Minor unit amendments</b>  <b>EDF6503 Advanced professional counselling psychology: clinical, research, and ethical issues</b>  Carried</p> <p><b>5.5.3 Minor unit amendment</b>  <b>EDF6535 Psychology thesis part 1</b>  Carried</p> <p><b>5.5.4 Minor unit amendment</b>  <b>EDF6536 Psychology thesis part 2</b>  Carried</p> <p><b>5.5.5 Minor unit amendment</b>  <b>EDF6537 Psychology extension 1</b>  Carried</p> <p><b>5.5.6 Minor unit amendment</b>  <b>EDF6538 Psychology extension 2</b>  Carried</p> <p><b>5.5.7 Minor unit amendment</b>  <b>EDF6539 Psychology thesis extension 3</b>  Carried</p>	
6	<p><b>FOR NOTING</b></p> <p><b>6.1</b>  <b>0077/3737 Master of Education – by thesis only</b>  <b>3204/3740 Master of Education – by coursework and thesis</b>  MEd by Research students who commenced after November 2007 are required to convert their probationary candidature to confirmed candidature by successfully conducting a presentation in front of an academic panel. Students must achieve confirmation before the end of one year full-time equivalent candidature.  <b>Noted</b></p> <p><b>6.2 3204/3740 Master of Education – by coursework and thesis</b>  That the Faculty adopt as a matter of policy a requirement that masters by research (C+T) (code 3204 and 3740) students achieve a distinction average in the 2-coursework units in order to progress to the thesis.  <b>Noted</b></p>	
*7	<p><b>Web based template</b>  Mr Steven Ngoi, Coordinator Online Teaching and Learning reported on modifications to the web based unit guide template and tabled deadlines for semester two 2009 unit materials. Steven also reported that he would:</p> <ul style="list-style-type: none"> <li>• send out a global email and will create an insite bulletin to remind writers that units are due;</li> <li>• create a clearer link to the web based template;</li> <li>• encourage the use of CD's for larger Unit Readers;</li> <li>• investigate assignment drop box issues.</li> </ul> <p>The meeting noted that the Teaching and Learning team can assist with unit guides.</p>	

* 8	<p><b>CHAIRS REPORT</b></p> <p>The Chair tabled his report at the meeting and highlighted the following issues:</p> <ul style="list-style-type: none"> <li>• <b>University Education Committee</b> – mapping sustainability and how our faculty deals with this issue. Dr Geoff Romeo will send out a link to this report. Executive Officer will include link to these issues on the Education Committee website.</li> <li>• <b>Bradley and Cutler Reviews</b> – <ul style="list-style-type: none"> <li>- Innovation in Education;</li> <li>- Targets for disadvantaged groups;</li> <li>- Proposed larger interface between higher, vocational education and articulation. Executive Officer will forward David Phillips report to committee.</li> </ul> </li> <li>• <b>Operational Plan</b> – Dr Romeo will be sending out the Operational Plan shortly and will be seeking feedback.</li> <li>• <b>Education Budget</b> – Dr Romeo will meet with Peter Lawford and the Dean to discuss.</li> <li>• <b>Curriculum Development Feedback</b> – another half day planned. Date to be advised.</li> <li>• <b>OUA</b> guest access to MUSO (Dr Romeo to talk to Jennifer Rennie regarding this matter.</li> <li>• <b>VIT</b> - Secondary courses have now been approved by VIT. The Chair thanked Sue Plowright, Sharon Cahill, John Loughran and Alex Kostergriz.</li> <li>• <b>Course Directors and Course Advisors for 2009</b> – The Chair welcomed Dr Kerith Power, the new Course Director for Early Childhood.</li> <li>• <b>Teaching seminars</b> – The Chair requested ideas for the Teaching Seminar scheduled for Wednesday 2 September.</li> </ul>	<p><i>G Romeo SCahill</i></p> <p><i>SCahill</i></p> <p><i>G Romeo</i></p> <p><i>G Romeo J Rennie</i></p>
* 9	<p><b>DIRECTOR OF STUDENT AFFAIRS REPORT</b></p> <p>Dr Amanda Berry gave a brief oral report on strategic initiatives including transition for disadvantaged groups' camp and retreat at Mt Eliza. The Director of Student Affairs will report back to Education Committee on the outcome of this initiative.</p>	
<b>SUB-COMMITTEES, COURSE DIRECTORS AND PROJECT REPORTS</b>		
* 10	<p><b>PLACEMENTS SUB COMMITTEE</b></p> <ul style="list-style-type: none"> <li>• The Chair thanked Susan Kenton and her team for their excellent work in placements.</li> <li>• John Loughran, Geoff Romeo and Susan Kenton to have discussion regarding issues with country and overseas placements.</li> <li>• Len Cains, Geoff Romeo and the Dean to have discussions regarding proposed South African placements.</li> <li>• The committee discussed the need to build relationships with schools. These issues will be tabled formally at next PPRG meeting on 20 May. PPRG will table recommendations to Education Committee meeting. Circulate and make substantial agenda item before this meeting and also circulate more broadly to staff.</li> <li>• <b>Moving placements forward:</b> It was agreed that Geoff Romeo, Joce Nuttall and Terri Seddon would meet to discuss how to move placements issues forward.</li> </ul>	<p><i>G Romeo S Kenton J Loughran</i></p> <p><i>G Romeo</i></p> <p><i>G Romeo J Nuttall T Seddon</i></p>

* 11	11.1	<p><b>EDUCATION QUALITY SUB COMMITTEE</b></p> <p>This Committee met on 8 April and proposed to revise its terms of reference to reflect a smaller membership and a name change as well as the creation of the student experience working group.</p> <p><b>Decision:</b> Education Committee endorsed the revised "Terms of Reference" to reflect adjustments to this committee's name and membership.</p> <p><b>Carried</b></p>	
	11.1	<p><b>MEQ</b></p> <p>Report referred back to Quality Sub-committee for consideration.</p>	
12	<b>ADMISSIONS &amp; SCHOLARSHIP SUB COMMITTEE Nil</b>		
13	<b>COURSE DIRECTORS REPORTS</b>		
	13.1	<p><b>Secondary</b> John Loughran gave a brief oral report.</p>	
	13.2	<p><b>Primary.</b> <i>See document EC44/09</i></p>	
	13.3	<p><b>Early Childhood Psychology Nil</b></p>	
	13.4	<p><b>Psychology Nil</b></p>	
	13.5	<p><b>Postgraduate Education Nil</b></p>	
	13.6	<p><b>BSOR Nil</b></p>	
	13.7	<p><b>Leadership Nil</b></p>	
	13.8	<p><b>Adult Learning Nil</b></p>	
* 14	<p><b>Masters Review Project</b></p> <p>Ms Joanna Donagan reported that:</p> <ul style="list-style-type: none"> <li>• Johanna and Marilyn Fleer have already met with a range of people;</li> <li>• a website would be available soon with all the information about this project;</li> <li>• emails for feedback were encouraged;</li> <li>• the review would ascertain "what is the signature of the masters and how is it perceived?";</li> <li>• there would be a series of recommendations and meetings with research;</li> <li>• critical friends would be requested to look at the documents.</li> </ul>		
15	<b>ITEMS FOR DISCUSSION AND/OR NOTING Nil</b>		
16	<p><b>NEXT MEETING</b></p> <p>Wednesday 17 June at 11 am.</p>		

## Education Committee Members

Dr Geoff Romeo	Chair – Associate Dean Teaching
Mr Peter Lawford	Faculty Manager
Dr Amanda Berry	Director Student Affairs
Professor Dennis Moore Dr Janette Simmonds	Course Director Psychology OR Deputy Course Director Psychology
Dr. Jennifer Rennie	Course Director Primary
Dr. Kerith Power	Course Director Early Childhood
Associate Professor Phillip Payne	Course Director BSOR
Professor John Loughran	Course Director Secondary
Professor Terri Seddon Dr Allie Clemans	Course Director Work & Learning OR Deputy Course Director Work & Learning
Dr. Jane Southcott	Course Director Masters
Associate Professor Judy Gray	Course Director Leadership
Associate Professor Bruce Waldrip	Dean's nominees x 2
TBA	Postgraduate and International students' representative
Mr Mark Baker	Undergraduate student representative
Ms Bronwyn Smith	Manager, Faculty Development
Ms Sue Plowright	Manager Academic Services and Quality
Mr Gerard Schnabl	Manager Admissions and Student Services
Ms Susan Kenton	Partnerships and Professional Placements Manager
Ms Sharon Cahill	Executive Officer

### **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