

What happened @ Academic Board

3 APRIL 2024

Key decisions/actions by the Academic Board

- Welcome new Student Representatives to Academic Board
 - Deborah Adelin, a Clinical Master student and Bic Thai and Honours student were welcomed to Academic Board
 - The Institute welcomes all student feedback and encourage students to reach out to Deborah and Bic if there are any issues, particularly in relation to academic matters

Policy Updates

- Course Advisory Committee (CAC) Terms of Reference
 - Membership of this policy has now been updated to include having a person with lived experience on the Course Advisory Committees
 - Several Course Advisory Committees have now been combined into one according to APAC accreditation levels (in relation to psychology courses)
 - It is the intention that the CACs focus on discussions around whether the course is fit for purpose, if the graduates are ready for workforce employability and if the Institute has met the needs of the students
 - Changes to this Terms of Reference were unanimously approved

Course Standards Committee

- Graduate Certificate and Graduate Diploma of Psychological Science
 - The Course Standards Committee approved changes to the Graduate Certificate and Graduate Diploma that relate to providing increase opportunities to students who want to enter into the Institute and progress
 - Mid-year entry into these courses will now be available
 - Changes to this course see the removal of the 60 WAM requirement
 - Students who have completed an APAC accredited Bachelor degree more than 10 years old will be eligible to enter into the Graduate Certificate
 - Students who receive the required WAM will be eligible to progress into the Honours course
 - Changes to the Graduate Certificate and Graduate Diploma were unanimously approved

Report from the Dean

- Learning Equity
 - There has been an increase in student learning equity access and the Institute are in the process of developing a strategy as well as looking at the provision of services offered to students seeking additional support
- Accreditation
 - TEQSA have requested information pertaining to an institutional action plan addressing artificial intelligence. This will relate to how the Institute plans to ensure students are prepared on entering the workforce. This will be addressed in accordance with a risk matrix
 - PACFA have put out a call for some input, for changes to the accreditation standards and staff have begun contributing to this

Staffing updates

- The Institute welcomes
 - Dr Graeme Senior to the Post Registration course
 - Dr Alistair Anderson (who previously worked at the Institute), into research methods and Honours supervision

Report from Student Services

- Applications
 - The new application portal opened on 8 April 2024
 - The new portal will make the process for Course Coordinators reviewing and selecting students, a smoother and a more in built experience
- Marketing
 - Marketing updates continue to be refined in relation to advertising across multiple platforms
 - Mid-year offerings are now being marketed
- Visa
 - There continue to be issues in relation to the visa process and timelines
 - The Institute supports international students wherever possible
 - To assist with international student applications, the application portal will open earlier next year. This will give International students more time to get their paperwork in order
- Graduation
 - The Graduation Ceremony will be on Thursday 9 May 2024
 - Preparations are now being finalised
 - Please register your name as soon as possible, if you would like to attend

Staff Representative Updates

- Staff Representatives to Academic Board
 - A call out for two new Staff Representatives will be sent out shortly
 - Dr David Butler and Michael di Mattia were thanked for their contribution over the last two years to Academic Board

Student Representative Updates

- IT Issues
 - Concerns have been raised about IT issues and Wi-Fi connectivity in the upstairs of the building. Prof Linda Byrne is investigating this as a matter of priority
- Teaching rooms
 - Some teaching rooms do not have enough tables. This will be addressed immediately
- Student Concerns
 - The Institute prides itself on being responsive and students are welcome to discuss any issues they would like to resolve
 - Students are advised to please reach out to Prof Linda Byrne (dean@cairnmillar.edu.au) directly if they would like to discuss any issues

Upcoming meetings in 2024

- Wednesday 5 June
- Wednesday 7 August
- Wednesday 2 October
- Wednesday 27 November