

What happened @ Academic Board

5 JUNE 2024

1. KEY DECISIONS/ACTIONS BY THE ACADEMIC BOARD

- Welcome new Staff Representatives to Academic Board
 - A/Prof Richard Moulding (Course Coordinator - Master and Doctor of Psychology (Clinical))
 - Zohar Berchik (Course Coordinator - Counselling and Psychotherapy Suite)

2. KEY DECISIONS/ACTIONS BY THE ACADEMIC BOARD

- Honorary Appointments
It was unanimously agreed that:
 - Associate Professor Cathy Bettman be appointed as Honorary Adjunct Professor
 - Julijana Chochovski be appointed as Honorary Fellow
- Appointment of new Academic Board member
It was unanimously agreed that:
 - Emeritus Professor Michael Kyrios be appointed to Academic Board. Prof Kyrios is a distinguished academic and clinician who has experience across multiple institutes and has published extensively.

3. POLICY UPDATES

- Course Advisory Committee (CACs) Terms of Reference
 - Membership of this policy has now been updated to include having a person with lived experience on the CACs
 - The function of the CACs will now be that are more outward looking instead of course focused as well as being more focused on the 'big picture'
 - The Annual Course Reviews and Major Course Reviews will still come through the CACs
 - The updated Terms of Reference propose that an external person be Chair, instead of a person from the Institute
 - Changes to this Terms of Reference were unanimously approved
- Incorporation of minor changes addressing VET in addition to minor wording changes
It was unanimously agreed that the following policies incorporate minor changes and that these changes be approved by Prof Simon Crowe and Prof Kathryn von Treuer on behalf of Academic Board
 - Assessment Policy
 - Quality Assurance and Benchmarking Policy
 - Recognition of Prior Learning Policy
 - Graduation Attainment and Awards Policy

- Student Social Media Policy
- Academic Integrity and Student Conduct Policy
 - It was unanimously agreed that the Scope section of this policy include reference to what people do both inside and outside of the Institute. As such the inclusion of the term 'inside and outside of the Institute' will be included

4. REPORT FROM THE DEAN

- Child, Youth and Family
 - The Institute will be working on what the best offering is, before moving forward and offering this externally to students. New intakes have been paused for the time being.
- Student Representatives
 - Prof Linda Byrne has met with all the Student Representatives and has found the conversations valuable. Overwhelmingly, the students' experiences have been positive
- Accreditation
 - Dr Chris Kilby and Prof Linda Byrne have been working to put the response together for the Bachelor programs
 - TEQSA have put out their call for an AI mitigation plan focusing on assessment. Prof Linda Byrne has a draft plan with the final going to TEQSA on 4 July 2024
 - There are no outstanding issues with APAC or PACFA
 - Prof Linda Byrne and Zohar Berchik will be meeting to discuss the new National Standards in relation to the courses at the Institute

5. SHORT COURSES – VET

- Short Courses and VET
 - Short courses continue to be busy and have a satisfaction rating of 4.5-5 out of 5
 - The Institute runs Board approved supervisor training in addition to other training and there will be more short courses coming up, particularly for students coming into the Clinic
 - Coming up, the Institute will be working in the digital trauma space with the Gippsland's Latrobe Valley Community Health Service
- Diploma of Counselling Short Course handbook ([PG 109](#))
 - The new Diploma of Counselling Short Course Handbook has been finalised

6. STAFFING UPDATES

- The Institute welcomes:
 - A/Prof Paul Jenkinson will be working with Prof Linda Byrne and Prof Peter Norton on research in addition to teaching into the Post Registration program

- Grace Siewert has joined the Institute as Placement Coordinator on the MPP program
- The Institute says goodbye to:
 - A/Prof Cathy Bettman (Course Coordinator – Child, Youth, and Family)
 - Katrina Ryan (Learning Equity Officer)

7. REPORT FROM STUDENT SERVICES

- Admissions
 - Student Services have rearranged the induction timeline for 2025, shifting this forward
 - Applications will now open on the 17 June, 2024 and will be kept open until January 2025
 - The applications timeline now supports international students better, from an equity and visa perspective
 - The Career Expo and VTAC both align well this year
 - The VTAC portal will open at the end of July which is the same weekend as the Career Expo
- Applications Portal
 - Student Services aim to be making early conditional offers as well as commencing interviews, to ensure decisions can be made earlier
 - All Course Coordinators will have access to the new portal and as applications come and are reviewed, the relevant Course Coordinators will be notified
 - The new application portal is expected to alleviate any issues with the application process
 - The Institute would like to see all offers completed by the end of the year so that staff can take a break
- Unit Evaluations
 - Thank you to our Student Representatives Deborah Adelin and Bic Thai who assisted with getting student responses
 - There are currently 358 responses to specific units
 - Historically response rates have been far lower at around 20%. This year they are around 50%
- Graduation Survey
 - Student Services are finalising the feedback. Overwhelmingly it was positive, however, there is some improvement in relation to the guest experience. More analysis will be done

8. STAFF REPRESENTATIVE UPDATES

- The Staff Representatives had no updates for their first Academic Board meeting



9. STUDENT REPRESENTATIVE UPDATES

- Surveys
 - Bic Thai and Deborah Adelin have been encouraging students to complete the survey feedback
 - Moving forward, student representatives will all be connected as it will be beneficial to have more comprehensive feedback from across the Institute
- Facilities
 - It was noted that some lecture rooms have been very cold. This matter has been escalated
 - It was noted that at times access to the online library resources, specifically the journal articles within Elsevier, is problematic. This matter has been escalated

10. UPCOMING MEETINGS IN 2024

Wednesday 7 August

Wednesday 2 October

Wednesday 27 November