

What happened @ Academic Board

16 APRIL 2025

1. WELCOMES AND CONGRATULATIONS

- The Cairnmillar institute welcomes:
 - Deborah Adelin and Alyssa Ghaleb were welcomed to Academic Board as the Student Representatives for 2025

2. KEY DECISIONS/ACTIONS BY THE ACADEMIC BOARD

- Course Standards Committee unanimously approved changes to:
 - Doctor of Psychology (Clinical)
 - Milestone assessments for the DPsych program have been revised. All students will now be required to do a milestone review at the end of Year 1
 - Reviews will have a full panel, including an external panel member for the first milestone review
 - Students moving across from the Master to DPsych will also be required to do a milestone review
 - PhD
 - Milestone assessments for the PhD program will require that PhD students do a review at the end of Year 1
 - Reviews will have a full panel, including an external panel member for the first milestone review
 - Approaches to thesis submissions can be either:
 - Thesis 'with publication'
 - Traditional thesis

3. STAFF REPRESENTATIVE UPDATES

- Zohar Berchik advised that staff are adjusting well to the increased student numbers
- The incoming cohort of students are very engaged
- The Institute continue to refine processes, looking at pain points so that moving forward, problems are managed quickly and efficiently
- Prof Linda Byrne is meeting with all teams across the Institute to discuss the selection process
- Student Services and academics are working hard to ensure good communication

4. STUDENT REPRESENTATIVE UPDATES

- Prof Simon Crowe thanked Deborah Adelin and Alyssa Ghaleb for joining Academic Board for 2025. Their contribution to Academic Board is invaluable and much appreciated

- Deborah Adelin discussed issues with desk shortages. It was noted that this has now been resolved
- There have been timeline issues related to some academic guidelines and rubrics. Professor Linda Byrne is following up on this with Course Coordinators
- Sonia has now been fully implemented as the student placement portal and feedback from students is that it has improved placement processes
- Clinic hours have been extended from 8am to 8pm
- Further adjustments will be made to the Clinic opening hours once the full launch of the Trauma Connect service commences
- Test Library
 - The Test Library is currently between systems and the Institute is aware that there have been problems with the app. This should be resolved shortly

5. STUDENT LEARNING SUPPORT

Student Support

- Dr Fiona Patterson and Zarah Ditta are now working full-time to assist with the increased student numbers
- Staff and students are working on a project around student support aimed at making support information more accessible
- Prof Linda Byrne and Dr David Butler have been meeting with Access Health in relation to supporting international students
- Plans are progressing to have Access Health as an additional resource for student counselling and support services

Learning Access Plans (LAPs)

- The LAP process is being streamlined and a new process has been implemented to ensure a faster turnaround
- Students will be given extra resources to support them in their studies, without them needing to arrange personalised meetings with each Unit Coordinator

6. POLICY UPDATES

- Graduation Attainment and Awards Policy
 - The graduation attainment process has been updated and approved
 - Previously conferrals were sent to Council once a year for approval. This has now changed and Council will receive conferrals for approval across the year

7. REPORT FROM THE DEAN

- Accreditation



- A TEQSA renewal for the Doctor of Psychology (Clinical) has been completed and submitted
- The 2024 Annual Report for APAC was completed and submitted
- Dr David Butler and Fairlie Morgan are working with Prof Linda Byrne on cultural responsiveness, to integrate this more broadly across the Institute
- Graduation
 - Graduation will be on Thursday 8 May 2025
 - Prof Frank Oberklaid will be giving the keynote address
 - There will be 80+ graduates attending and 220 students eligible to be conferred
- Mid-year applications
 - The Institute has opened mid-year applications and will be offering:
 - Honours, Bachelor of Counselling and Psychology, the psychology programs and the Trauma Informed Care program for a July intake
 - The Trauma Informed Care program already have 25 candidates
- Marketing
 - Recruitment initiatives this year include:
 - The Career Expo in May
 - Course and information sessions for prospective students
 - School outreach (Institute-school partnership) programs
- Chatbot
 - The Chatbot is currently being tested
 - Once live this AI automation will assist students in gaining additional support

8. SHORT COURSES – VET

- There is now a dedicated VET/Short Courses training room at the Institute. This is located next to the student kitchen

9. REPORT FROM STUDENT SERVICES

- Student enrolments
 - The Institute has had a considerable increase in student numbers for 2025 up 68% and now has nearly 700 students
 - The increased student numbers will shift the way the Institute does business and what is provided to students
 - There has been an increase in academic and student support staff to accommodate these increase numbers



- Admissions
 - There were 2261 completed applications submitted to the Institute with offers sent out to 800 students
 - One key change for 2025 is the introduction of 15-20 minute individual admission consultations with a staff member to discuss their personal interests and aspirations

10. OTHER BUSINESS

11. MEETINGS IN 2025

- Wednesday 12 February
- Wednesday 16 April
- Wednesday 4 June
- Wednesday 13 August
- Wednesday 8 October
- Wednesday 26 November