

**THE UNIVERSITY OF MELBOURNE**

**PSYCHOLOGICAL SCIENCES**

**EXTERNAL RELATIONS COMMITTEE**

Oct 2<sup>nd</sup>, 2012

2:15pm

Room 1206 REDMOND BARRY BUILDING

**AGENDA**

1. Attendance and Apologies
2. Minutes of the previous meeting
  - 2.1. Confirmation of Minutes
  - 2.2. Matters arising/outstanding action items from previous minutes
3. Membership and Terms of Reference
4. Events
  - 4.1. Report on events recently taken place (Info evenings, Careers, Debate, Colloquia)
  - 4.2. Upcoming student recruitment events
  - 4.3. Honours Celebration
  - 4.4. Retirement function
  - 4.5. Other future events
5. Communications (Internal)
6. Communications (External)
  - 6.1. Website
  - 6.2. Marketing Plan (attachment)
  - 6.3. Faculty MarkComms: Newsletter for Careers Advisors (attachment) and AV for Dean's Thank You event
  - 6.4. Nexus (student enquiry management system) integration
7. International
8. Study Abroad
9. Research Activity Promotion
  - 9.1. Screens
  - 9.2. Promoting PhD Projects
10. Any other business
  - 10.1. Student Load Targets (including breadth subject information session)
  - 10.2. Office of admissions strategic review
  - 10.3. Careers (attachment)

**Distribution**

Philip Smith (Ex-Officio)

Henry Jackson, Convenor and Chair

Simon Hall, Executive Officer

Nick Haslam

Paul Dudgeon

Luke Smillie

Wayne Murdoch