

The University of Melbourne
Psychological Science

Academic Programs Committee
Postgraduate Sub-Committee

Meeting 02/2013

14th March, 2013

1:00pm

Minutes

Present: Michael Saling (Chair), Jacqueline Anderson, Jessica Armitage, Rowena Conroy, Sarah Drew, Carol Hulbert, Vicki McKenzie, Robert Reeve, Alexander Wearing

1. Apologies

Charles Malpas, Philip Smith

2. Minutes

2.1 Minutes of September 2012 Meeting

The minutes of the meeting held 14th February 2013 were confirmed with one change noted. Vicki McKenzie was an apology.

2.2 Matters arising

2.2.1 Northern Hospital

This item can be removed from the agenda as there is no further action.

2.2.2 Selection report - Honours marks deadlines

Michael advised the committee that due to a couple of situations that occurred in the 2013 selection process, the need for a formal deadline in receiving fourth year results supporting MPsych applications was required.

ACTION: Sarah to contact all institutions that applicants came from this year requesting their final results release date.

2.2.3 Turn-it-in

The use of turn-it-in at the postgraduate level was discussed. It was felt that turn-it-in would be more appropriate for some subjects than others.

ACTION: Carol and Michael to email subject convenors to canvas their opinions.

2.2.4 Placement co-ordinators on PPC

ACTION: To be taken to Executive

2.2.5 AQF framework review

Michael Saling reported to the committee that a masters degree review form for both the Clinical and Clinical Neuropsychology Masters had been submitted to the faculty APC meeting. Two issues were identified as part of the process, one being the alignment of AQF requirements denoted by numbers against course objectives. The other being, a change to the selection requirements statement, that needs to be put through as a major change by April 4.

3. Test Library signatories

Jacqueline Anderson presented a document outlining the primary and secondary signatory allocation for test library borrowing advising of the obligations the school has on the purchase of tests that they are used ethically. PPC supported J's proposal, that the supervisor is the primary signatory and that a member of the confirmation committee (PhD students) or the thesis proposal committee (MPsych students) would be appropriate as the secondary signatory. It was also noted the PPC had concerns with potential quality assurance aspects in the development and implementation of the new data base.

4. Future Generations Scholarships

To be discussed at the next PPC.

5. AHPRA requirements

The committee was advised of a situation with a student who completed their high school and tertiary education at institutions where the language of instruction was English (Singapore, USA and Australia) who has been asked to complete an IELTS test. The committee felt it would be appropriate for this situation to be raised formally with AHPRA, perhaps by HODSPA.

ACTION: To be taken to Executive

6 Pre-requisite statement in the handbook

Michael explained to the committee an incident with the Science faculty where a student was enrolled in PSYC90031 Introduction to Psychopathology with no consultation with the school and without any psychology background. To avoid this situation in the future a statement indicating that the subject is only available to students enrolled in a psychology professional training program will be included under the pre-requisite section of the handbook.

ACTION: Michael Saling to come up with an appropriate statement and Sarah Drew to complete all major change forms by 4 April. Michael Saling to take this item to Executive.

7. Discontinuation of courses

Sarah reported on a document produced by the faculty that included details of courses with small student enrolments. All the Psychology courses on the list are in teach out phase as Sarah and Wayne had undertaken a major clean up of redundant courses at the end of last year.

ACTION: Sarah to collate names of students enrolled in the teach out programs and forward to course convenors. Course convenors to contact students directly.

8. Any Other Business

8. Badges for students completing

The suggestion of producing a badge to give to students when they submit their bound copies of their thesis was discussed. It was agreed that this would be a great idea.

ACTION: Jessica to get suggestions from the students of what to have on the badge.

As there was no other business to discuss the meeting closed at 2.05pm