

Minutes of Meeting

Internationalisation of the Curriculum Working Party (ICWP)

Meeting:	ICWP 3/15	
Present:	Ms Talia Barrett (Chair) Ms Deborah Cutts	Assoc. Professor Jerry Courvisanos Mr Adam Baker
Date and time:	Thursday 7th May 2015 from 2pm – 3pm	
Venue:	Library Meeting Room, Mt Helen campus	

1. Welcome & Apologies

1.1 Welcome

The Chair, Ms Talia Barrett, welcomed everyone

1.2 Apologies

Apologies were received from Dr. Kim Dowling, Professor Mike Willis & Ms Eliza Lane

2. Minutes from previous meeting

The Internationalisation of the Curriculum Working Party confirmed the minutes of meeting 2/15 held 23rd April 2015. Moved: Jerry Courvisanos Seconded: Deb Cutts

The working party resolved to forward the minutes to Academic Board for noting as well as posting them onto the IoC website.

3. Matters arising from the minutes

(See discussion points below about IoC Showcase)

3. IoC 2014-2015 Implementation Plan

4.1 IoC Showcase

This event is scheduled for Thursday 11th June: 12.30pm (lunch), sessions 1pm-3.30pm.

F301 (Mt Helen) and 1S210 (Gippsland) have been booked.

CLIPP have offered \$500 to cover catering costs.

Showcase items will occur between 1pm and 3.30pm.

The content will include:

- Individual presentations on *IoC in Courses* from Education & Arts staff: Carolyn Johnstone, Vijaya Tatineni, Andrew Greenhill and *Student Mobility* from: Sharon Davis (Education), Charlynn Miller & Narelle Biederman (Health) -10 minutes each
- Discussion panel on *Transnational Teaching*: possibly Alan Labas, Carolyn Winter, Philippa Wells (Adam Baker & Jerry Courvisanos to contact staff) plus FoST staff Grant Meredith confirmed – 30 minutes
- *International Engagement in Research* discussion led by Jerry Courvisanos & Mike Willis (Jerry to contact another person to be part of this discussion)– 15 minutes
- *Informal curricula activities* that promote interactions between international and local students ((Kate Toner & Deb Cutts) – 15 minutes
- *VET activities* - Promotion of migrant and local student interactions? Talia Barrett to follow up with Deborah Sharard – 10 minutes

Promotion:

- Create flyer to put into staff pigeon holes – Talia to contact Jaimee for help with flyer

- Use IoC website as portal for registration for event and provide web link on flyer
- Create FedNews item - Talia to do
- Contact Marcia Devlin to request endorsement email for the event

4.3 **IoC forum**

Scheduled for Thursday 23rd July from 10am -3pm.

1. Workshop sessions related to IoC in Formal Curriculum, Informal Curriculum and International Research preceded by presenters: Helen Song-Turner (Formal curriculum), Kate Toner? (Informal curriculum), TBC (International Research) who can prompt workshop discussions around what is currently IoC good practice at FedUni and where to from here.
2. Guest speaker: Assoc. Prof Anita Harris (Monash) who can address some of the comments from the workshops and speak about teaching global citizens
3. Peter Townsend could be invited to contextualize the content of the forum
4. Talia Barrett to conclude proceedings

4.4 **Other business**

A suggestion was made for a follow-up event at the end of the year that focuses on Graduate Attributes: a 'Show & Tell' event where staff can be invited to share how they incorporate graduate attribute skills & knowledge into their curricula.

5. **Next meeting**

18th June at 2pm –Venue TBC

Please email apologies to: t.barrett@federation.edu.au