

Internationalisation of the Curriculum Working Party (ICWP)

Meeting:	ICWP 4/14
Present:	Ms Talia Barrett (Co-Chair) Dr Peter Townsend Dr Kim Dowling Dr Sam Henson Associate Professor Jerry Courvisanos Professor Mike Willis
In Attendance:	Dr Helen Weadon
Date and time:	Tuesday 13 May 2014 from 2:00pm to 2:30pm
Venue:	C003, Mt Helen Campus VC Room, Gippsland Campus

1. **Welcome & Apologies**

1.1 **Welcome**

The Co-Chair, Ms Talia Barrett, welcomed members to the meeting

1.2 **Apologies**

Apologies were received from Dr Jeremy Smith and Professor Charlynn Miller.

2. **Minutes**

The Internationalisation of the Curriculum Working Party was invited to confirm the minutes from meeting 3/14 held 8 April 2014. Moved: Dr Sam Henson. Seconded: Assoc Prof Jerry Courvisanos

3. **Matters Arising from the Minutes**

Ms Barrett noted that there were no minutes arising from the previous meeting.

4. **IoC 2014 Implementation Plan**

4.1 **IoC Resources Online**

Talia Barrett led the discussion regarding IoC resources online referring to the draft Learning & Teaching landing page content boxes created in collaboration with Jaimee Westin from CLIPP. This draft version has been endorsed by Marcia Devlin, but there is still room for development.

- Some discussion ensued about where IoC should sit on the university website and all members agreed that in addition to a central webpage, there should be multiple links from other sites.
- Most of the resources that can be uploaded into the IoC webpage are from other universities. It would be ideal to have some Fed Uni case studies. Talia Barrett will seek out GCETT students who completed the IoC module and ask if they would be willing to share any resources/lesson plans they are applying in their context. Talia also requested that IoC working party members identify any staff in their schools who are currently implementing IoC strategies and ask them if they would be willing to share their materials.
- The student voice will also be represented on the webpage with video interviews of international students and their experiences of studying at Fed Uni.

4.2 **Benchmarking IoC practice**

- Dr. Kim Dowling indicated that she has not been able to access resources to start a review and it does not seem likely that there will be any resources available in the near future.

4.3 Program Curriculum Indicators

- Dr. Helen Weadon indicated that the AQF process in the Business School could be inclusive of IoC elements by creating an additional column on their spreadsheet. This could be implemented for Post Graduate program reviews. Talia Barrett will meet with Dr Helen Weadon to discuss which IoC elements to include. The intention is for the Business School to be a model/example for IoC implementation and their efforts could then be showcased at Curriculum Committee at a later date.

4.4 Other business

- Dr Helen Weadon would like to become a member of the IoC working party. Talia Barrett will send a note to Academic Board regarding the working party's expanded membership.
- Fed Uni's lunch-time conversations could be a platform for promoting IoC. Talia Barrett suggested that Dr Pete Townsend run a session based on his paper that is about to be published, and encourage other Fed Uni IoC champions to present. Talia Barrett will investigate possible timings for the session later in the year.
- Dr Kim Dowling has managed to acquire a speaker through DFAT, who will present at Academic Board. This presentation will be streamed through to other computers simultaneously and will occur in September.

The next meeting will be held on Tuesday 10 June, 2014, from 2pm to 3pm in C003 at the Mt Helen Campus and the Video-Conference Room (2W263) at the Gippsland Campus. Please email apologies to:

talia.barrett@federation.edu.au