

# Minutes of Meeting

## Internationalisation of the Curriculum Working Party (ICWP)

Meeting:	<b>ICWP 7/15</b>	
Present:	Ms Talia Barrett (Chair)	Assoc. Professor Jerry Courvisanos
	Ms Deborah Cutts	Ms Komal Chowla
	Dr Kim Dowling	Dr Harpreet Kandra
	Dr Jeremy Smith	Professor Todd Walker (guest)
Date and time:	Thursday 8 <sup>th</sup> October, 2015	
Venue:	Library Meeting Room, Mt Helen campus	

### 1. Welcome & Apologies

#### 1.1 Welcome

#### 1.2 Apologies

Apologies were received from: Adam Baker, Mike Willis & Charlynn Miller

### 2. Minutes from previous meeting

The Internationalisation of the Curriculum Working Party confirmed the minutes of meeting 6/15 held 3<sup>rd</sup> September 2015. Moved: Jerry Courvisanos Seconded: Komal Chowla

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

#### 3.1 Terms of Reference

Deborah and Talia will revise the ToR using a new template and present the revisions and additions at the November meeting. After confirmation by working party members, it will then be sent to Academic Board for approval at their December meeting

### 4. IoC 2014-2015 Implementation Plan

#### 4.1 IoC Showcase #2

- Scheduled for 10.30am -12.30pm 5<sup>th</sup> November in C001 & 1W207.
- Presenters: Grant Meredith, Carolyn Johnstone & Rob Davis and Nicholas Prince. Each will be allocated 15 mins + 10 mins questions
- Talia will also provide an overview of IoC Working Party activities at the start of the showcase
- Barbie Panther has offered to organize a panel of international students from Engineering & Business

Action: Harpreet & Talia to follow up on student panel with Barbie

- Todd Walker offered to finance lunch for participants

*Showcase marketing:* To increase attendance, the following suggestions were made:

Actions:

- Talia to send out finalized flyer to members next week
- Deborah to contact Jaimee Westin regarding developing a jpeg for TV screens on campus and Moodle slides
- Kim to contact Rob Watson for promotion to HDR students
- Jeremy to contact Averill Deans for Facebook promotion
- Talia to contact Executive Assistants to Deans for event to be included in Faculty Newsletters
- Talia to contact Rana Stollery to organize catering

#### 4.2 Planning for 2016

Discussion ensued around key goals for next year and how we want to proceed as a working party. The following suggestions were made:

- Involvement in the Partners' Forum next year
- Ensure there is student input into the working party
  - Involvement in Leadership Conference
  - Run revised Terms of Reference by the Student Senate & International Student Committee to check whether they think our objectives reflect their needs
- Embed IoC into staff PD other than through GCETT
- Investigate benchmarking what we do. Refer to McKinnon Benchmark? (as cited in Curtin University document sent out by Deborah Cutts).
- Ensure we have input into the University's Five Year Plan to consolidate our existence and set our activities into the university's overall strategy.

#### 4.3 University Five Year Plan: Professor Todd Walker

Todd updated members on the five year strategic plan. Council has recently met and approved the plan. Developing the international education arm of university activities is one key area. The new internationalisation goal is "Less partners, better control". Todd discussed the partner provider model and the plan to increase articulation agreements and pathways. Also, some offshore partners will be 'downsized' (e.g. Malaysia) to one teaching site to promote brand equity. The intention is to build the international student body to 10,000 students over the next five years and change the demographic.

Todd also suggested some strategies for promotion of IoC more broadly:

- a) Possibly forming a subcommittee of Curriculum Committee to ensure IoC becomes an ongoing priority
- b) Develop stronger connections with the partners who are doing good things in IoC
- c) Promote our ambitions to the Heads of Campus
- d) Meet with Jamie McDonald, Director, Marketing, Advancement & Community Engagement to develop an 'engagement plan'.
- e) Keep Todd in the loop, so he can help promote our agenda

Todd is seeking the IoC working party's input into Strategy 1.1 of the five year plan (*Continuing to internationalise the curriculum to prepare FedUni students to be global citizens*). We can propose 4-5 broad items that reflect promotion of IoC across the university that will occur in collaboration with other parties, so that the outcomes do not fall on the working party alone to achieve. Items are due by the end of October.

Action: Talia and Deb will meet initially to develop some ideas for the strategy and email them on to other members for discussion.

#### 5. Next meeting

12<sup>th</sup> November at 2pm –Venue TBC

Please email apologies to: [t.barrett@federation.edu.au](mailto:t.barrett@federation.edu.au)