



## **Teaching and Workforce Advisory Group Meeting**

### **Deakin+ DHS Partnership**

Monday 2<sup>nd</sup> June 2008  
Deakin Waterfront Campus

### **Minutes**

**Co Chairs:** Mr John Devereaux, Ms Robyn Everist

**Present:** Ms Sandy Austin, Dr Iain Butterworth, Mr Chris Loughnan, Mr Matthew Chamberlain, Ms Liz Coles, Ms Petrina Conway, Mr Peter Day, Mr John Devereaux, Ms Kerri Eler, Mr David Essex, Ms Robyn Everist, Ms Chris Ferguson, Mr John Hedditch, Ms Sarah Milne, Mr Paul O'Connor, Ms Janet Owens.

**Apologies:** Dr Michael Ackland, Ms Yolanda Esteban, Ms Chris Faulkner, Mr Chad Foulkes, Mr Mark Harris, Prof David Lowe, Ms Irene McGinnigle, Ms Anne O'Callaghan, Dr John Rollo, Dr Adrian Schoo, Ms Lucinda Rodrigue, Ms Wendy Allen.

#### **Welcome and Introduction:**

John Devereaux welcomed group members to the inaugural Teaching and Workforce development meeting. Participants were invited to introduce themselves to the group.



### Deakin +DHS Partnership Business Plan:

Sandy and Iain welcomed and thanked the group for its interest and participation in the Teaching and Workforce Advisory Group meeting. The recent launch of the Business Plan and Advisory groups offers exciting new partnership connections over a broad range of issues. Sandy and Iain provided a summary of the new Partnership Business Plan <http://www.deakin.edu.au/dhs/publications.php> and its core purposes including

- Outlining the vision and mission of the partnership
- Provision of a new core and associate membership model
- A broad based governance model with senior input from Deakin, DHS, DHS funded agencies and other organizations
- Identifying specific partnership strategies and organizing action around four main advisory groups- Teaching and Workforce, Research and Evidence based practice, Health and Well Being and Public Health Forums.
- The advisory groups bring members together around specific and common work goals. The aim of Advisory Groups is to support Deakin/DHS Partnership personnel in developing annual goals and priorities for each strategy, and in reviewing progress and outcomes.
- Monitoring and evaluating partnership progress using a Community Capacity Outcomes process <http://www.deakin.edu.au/dhs/publications.php>

ITEM	DISCUSSION	ACTION	RESPONSIBLE
<b>Terms of Reference</b>	<ul style="list-style-type: none"><li>• The Terms of Reference for the Teaching and Workforce Advisory Group were tabled for discussion and feedback. Iain and Sandy outlined the aim of the Advisory group (over the next 3 years) to advise and support the partnership team to implement the listed strategies as well as review priorities and progress in achieving desired objectives. Peter Day noted that Teaching and Workforce issues were a wide and diverse topic and advised on a focused, piloted and multi discipline approaches. John Hedditch highlighted the priority to ensure health and community services have the right people, with the right skills at the right time. The group asked for clarification and more specific detail on Teaching and Workforce strategies.</li></ul>	There was a need to provide a clearer picture of advisory groups role and tie the Terms of Reference more tightly back to the Teaching and Workforce Strategy outcome table (See attached Teaching and Workforce Strategy Outcomes table.)	Chris Loughnan



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<p><b>Student Placement Guidelines and Resources:</b></p>	<ul style="list-style-type: none"> <li>Chris Loughnan (Project Officer Deakin +DHS partnership) tabled and distributed the recently finalized Student Placement Guidelines and Resources document. These guidelines are specifically designed to help DHS direct program managers organize and coordinate effective student placements with Deakin University. The partnership welcomes other DHS funded agencies and organizations to use and adapt the information to meet their particular student placement needs. Chris summarized the guidelines key headings which are now available on the partnership webpage: <a href="http://www.deakin.edu.au/dhs/student-placements.php">http://www.deakin.edu.au/dhs/student-placements.php</a> .The guidelines will be updated and reviewed at regular intervals and the partnership welcomes ongoing feedback.</li> <li>The group reviewed the guidelines and offered suggestions regarding content including a stronger regional reference, a wider emphasis on inclusive student practice and a statement on benefits of student placements.</li> <li>Discussion also covered potential future use and adaptation of the guidelines, wider group models of placement (Peter Day) and distribution of guidelines to widest audience including Board Chairs, Health Services and PCPs.</li> <li>Paul O'Connor noted that there is a need for a student representation on the Advisory Group to comment on these issues of directive relevance to their learning experience. Suggestions included a student from the Deakin University Student Association, other relevant student advisory groups or a former student.</li> </ul>	<p>Review and update guidelines at regular intervals.</p> <p>Guideline edits to be investigated and actioned.</p> <p>Distribution of guidelines to be organized to widest range of relevant stakeholders.</p> <p>John Devereaux suggested Deakin group members investigate student representation options</p>	<p>Chris Loughnan</p> <p>Chris Loughnan</p> <p>Chris Loughnan</p> <p>John Devereaux Chris Loughnan</p>



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<b>Widening workforce connections between Deakin and DHS</b>	<ul style="list-style-type: none"><li>David Essex (Manager, Careers and Employment Unit) and Ms Sarah Milne (Team Leader, Employment) provided an overview of Deakin Career and Jobshop services. DHS and funded agency employment vacancies can be posted through their online vacancy listing service. These services work closely with a wide range of employers to link them to graduates. They can assist organizations to raise their profile on campus with information sessions, participation in career days, employer panels, shortlisting potential candidates and direct emailing to students re work opportunities. The Jobshop is a Deakin University employment and recruitment service covering positions ranging from part-time, casual, vacation work through to full time jobs and graduate vacancies. These services have also piloted vocational work programs and projects for organizations. Employers, in particular DHS and funded agencies are encouraged to contact the Jobshop for further information and to develop wider student to workforce connections.</li></ul>	To link Jobshop and Career sites to partnership webpage for members reference. To organize a meeting between Robyn Everist (DHS HR Manager) And David Essex/Sarah Milne (Deakin Careers and Employment) to explore further workforce connections. Deakin Jobshop link: <a href="http://www.deakin.edu.au/dhs/workforce-training.php">http://www.deakin.edu.au/dhs/workforce-training.php</a>	Chris Loughnan



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<b>Neighborhood Renewal Projects (Corio/Norlane)</b>	<ul style="list-style-type: none"><li>Chris Ferguson (Manager Neighbourhood Renewal Projects DHS) provided an overview of a range of major projects currently being developed in the Norlane/Corio area. These projects are unique in their scope and size providing once in a lifetime developments for the region. They offer Deakin +DHS partnership engagement opportunities on a range of fronts including teaching, research, built environment and policy development. Chris Ferguson is the co-ordinator of the Corio Norlane Development Advisory Board which provides key connections between a raft of major projects. Chris tabled a summary of Corio Norlane Major Projects and Major Project Relationship Map (see attached documents)</li><li>In May 2007 the State Government announced \$40m for the Norlane Regeneration Project, a proof of concept, Office of Housing initiative to develop 200 new public and social houses in the area. This project will provide a measure of the market potential for a full scale urban renewal project. There is potential for Deakin architectural student input into environmental and sustainable housing design on this project.</li></ul>	Iain Butterworth is briefing Deakin senior management to seek a long term engagement between Deakin and the Corio-Norlane Development Advisory Board.	Iain Butterworth

**Next meeting date:**

To be confirmed by co chairs. Members will be advised prior to meeting by Chris Loughnan (Deakin + DHS Project Officer)