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Nursing Department
Diploma of Nursing Student Representative Council Minutes
Thursday 1 December 2022 3.00pm-4:00pm
via Webex

Present: Lindsay Bava (Chair), Kamini Pillay, Kim Kenwell, Lincoln Brannan, Meredith Maynard, Will Kok, Megan Haworth, Zoe Newman

Apologies: Monique De Gee

Not Present: Muhammad Sarwar, Theon Pantheon, Zara Rothery, Logan Noble, Alexander Antaras

Minute Secretary: Rebecca Wolk

Item	Discussion	Unit/s	Responsibility	Action
1. Welcome & Apologies	Lindsay welcomed all to meeting.			
2. Acknowledgement of Country	In the spirit of reconciliation, Holmesglen recognises and celebrates the traditional owners of the lands throughout Victoria and beyond on which we educate and train. We pay our respects to Elders past and present and acknowledge our emerging leaders.			
3. Introductions	N/A			
4. K Kenwell	Kim is a DN Educator for Moorabbin Campus. She is currently working on a new project funded by Vic Skills Authority with assistance from Bourke St. Kim has created a wall 'unpacking' the delivery of Diploma of Nursing with feedback and improvements provided from industry, staff and students to ensure graduates are job ready. Data suggests a massive shortfall of nurses by 2030 and require digitisation and innovation to streamline delivery and meet industry standards. A staff workshop was held in November looking at themes such as overduplication, overassessing and linkages between units and brainstorming ideas to streamline delivery. Also testing some new technology such as augment reality, VRs and hollow lens (visor) to incorporate into labs for students. Hollow lens			

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	will allow students to dissect a hologram. New technology will be tested early next year and would likely be implemented in mid 2023. The project will be available to view in Boardroom of Building 3, Moorabbin Campus until beginning of 2023. Should students wish to contribute feedback or view the project in person please email Kim dates available to arrange a viewing.			
5. Update on Action Items from Previous Meeting	<ul style="list-style-type: none"> ID presentation at OSCEs/Exams. Agreed that students must present their student ID card to allow entry into OSCEs/Exams. F22 cohort confused about commencement date of sub-acute placement. The Clinical Placement Office has allocated and shared placement information to F22 cohort for upcoming sub-acute placement. EMs stated that we are currently six months behind in placement allocations. Students that are close to finishing and applying for Bachelor or graduate programs will be given priority and must contact the clinical placement team to arrange placements if have not already done so. A22 has been allocated placements as well. Placements will be retracted if 2023 police check not supplied. Students missing classes when on placement. Students to contact teachers regarding upcoming placements and will be given activity work from missed tutorials. Once complete this will be counted as evidence of attendance and signed off. Make up labs will be offered. Reminder to F22/A22 cohorts that expression of interest for cadetships has been extended. Announcement to be uploaded to Brightspace. Provides great work opportunities for interested students. Still waiting on bios from student reps if they can be emailed to Education Managers asap. Student rep posters will then be placed around Nursing facilities. Student reps notified that an email rather than posters can be offered as an alternative if preferred. EMs will await response and evaluate next year. 		Student Reps	To email bios to EMs
6. Discussion on:				

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	<p>There is confusion regarding Stage 2 end dates for A22 cohort. Student reps advised that dates are available on student portal under unit listing for reference. EMs confirmed that placement will be held in March two weeks prior to Easter break. Classes will then resume after school holidays. EMs to provide term dates for A22 cohort upon pending email from student rep.</p> <p>Where only one class is scheduled on campus for the day, is there a possibility this can delivered via Webex rather than students having to travel several hours to attend on campus.</p> <p>Received student enquiries regarding the possibility of commencing Bachelor of Nursing for mid year intake. Finishing students wanting to continue into BN study are looking at alternative providers but would prefer to continue with Holmesglen.</p> <p>Scheduling of assignments. Stage 1 cohort have completed 5 written assignments and a OSCE in the last two weeks prior to going out on placement. Is there a possibility to stagger assessments and ease heavy workload as students are feeling overwhelmed. EMs recognise that there is a lot of content covered in order to get students out on placement and more units to cover in this stage. Staff planning days will be held to review curriculum and discuss staggering of assessments. As some units are finishing in Weeks 14-16 there will generally be more assessments towards the end of each unit to test knowledge. Students reminded that with any training provider there will always be an exam block which can be a busy/stressful period. Exam dates are available to view at the start of each semester on the landing page of each unit on Brightspace for students to prepare, prioritise and plan in advance. This has been reported previously and unfortunately will always occur when coming to end of units.</p>		<p>EMs</p> <p>EMs</p> <p>EMs</p>	<p>EMs to provide term dates upon receiving email from student reps</p> <p>To be discussed and reviewed with unit coordinator/educators</p> <p>EMs to raise with BN team</p>

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	<p><u>Holmesglen IT System Update</u></p> <p>EMs advised at management meetings that currently the email forwarding feature from Holmesglen student email to personal email has been switched off as a security measure to prevent cyber security breaches occurring.</p> <p>The Holmesglen app will also be switched off after 14th December 2022. It is no longer compatible with current Holmesglen systems.</p>			
	<p><u>Nursing Scrubs/Materials</u></p> <p>Students enquired whether they can purchase the scrub top only and wear black pants or wear scrub pants with blue collar shirt. Advised that only full scrubs or full uniform must be worn.</p> <p>It was also raised if scrub pants can be purchased elsewhere if its same colour and no logo. Scrubs must be purchased from Durawear and are only available as a set and not available separately. Scrubs generally come in a range of styles ie. loose fitting, straight line, tracksuit style with ribbing. However the Dean has chosen the straight line design as it looks more professional. Specific styles were preferred and that is why Durawear was the chosen uniform supplier.</p> <p>Students enquired whether a new bookstore would be available on campus to purchase equipment and books. An email was recently sent out to all Nursing students from Durawear regarding uniforms, kits and badges. Once students scan the barcode, a listing of materials for Nursing students will be shown. Items in the nursing list/nursing kit is only what students will be using. They are not required to purchase anything additional. Students are welcome to book a lab and use equipment available for practice. Additional items can also be purchased online at medsafe.com.au.</p>			
	<p><u>Clinical Placement</u></p> <p>Are certified copies of clinical portfolios for Holmesglen or for students? EMs confirmed that the certified copy is for student use when applying for future employment or graduate programs. Employers may request a certified copy ie. aged care, acute etc.</p> <p>Some Stage 1 students were allocated placements a fair distance from home and using public transport was stressful. Students worried if they were to decline placement this would prevent them from advancing to the next stage. EMs advised that Inplace generates</p>			

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	placement allocations within a 45 min range from home which is considered acceptable. Student reps reminded that all students will be required to undertake a rural placement. Booking accommodation is recommended and there are scholarships available to cover costs. The Clinical Placement team can provide further information. Accommodation for students is available on AirBnB at reasonable prices.			
	<u>NECHE Program</u> Some students confused about NECHE program and request to promote more and provide further information about what the program entails. Student reps advised that there is information posted on Brightspace under Community with FAQs and link to website. There is also a powerpoint presentation available with registration assistance. Several current SRC student reps are currently registered into the Epworth NECHE program. Process to be reviewed and streamlined next year.			
	<u>Campus Parking</u> Students have requested a parking pass for Moorabbin campus as they are experiencing financial difficulties paying for parking every day. There has also been incidents of students running late and unable to pay and receiving a parking fine. Student reps informed that the easy park app is available for students to download for a cheaper rate. However advised that some students using the app were being charged multiple times for a day pass costing \$80.		EMs	EMs to investigate and report at next meeting
	<u>ANMF Awards</u> ANMF awards were held recently. These awards are held yearly and awarded to Stage 4 students who have gone above and beyond, rise above challenges, academically bright or display exceptional qualities at placement. EMs had the opportunity to nominate deserving students who also receive a \$200 money voucher. The recipients for 2022 were: Scott Amos - J20 Bourke St student Pauline van den Brule – F21 Moorabbin student			

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	Thank you to all student reps for active participation for what has been a successful year. Thank you for your input which has been instrumental in making changes within units. We are currently holding planning days for specific units and taking onboard student feedback and making those changes. Have a safe and wonderful break and see you in February 2023. Be safe, enjoy and relax.			
7. Brainstorm future Agenda items	No update			
8. Next Meeting and Meeting Topic	Meeting closed 4:15pm Next Meeting 23 rd February 2023			Minute Secretary to send next meeting invite and 2023 meeting schedule