

MINUTES

Nursing Department
Diploma of Nursing Student Representative Council Minutes
Thursday 19 October 2023 3.00pm-4:00pm
via Webex

Present: Kamini Pillay (Chair), Lindsay Bava, Jacqueline Doyle, Zoe Newman, Will Kok, Shterna Shusterman, Bridget Mandeya, Natalya Pasnin

Apologies: Kirstie Pickerd, Megan Haworth

Not Present: Jonathan Wood, Meredith Maynard

Minute Secretary: Rebecca Wolk

Item	Discussion	Unit/s	Responsibility	Action
1. Welcome & Apologies	Kamini 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	Bridget Mandeya J23 Bk St & Shterna Shusterman J23 Moorabbin student reps welcomed			
4. Update on Action Items from Previous Meeting	<ul style="list-style-type: none"> Stage 4 J21 cohort did not receive phone calls from teachers whilst on placement. This has been addressed. Stage 2 Bk St F23 cohort advised little preparation time provided for HLTAAP002/HLTAAP003 units when released by Moorabbin lead teacher on Brightspace. The unit coordinator has now released all content on Brightspace for these units to provide more flexibility for students to undertake their prep work. In future all content will be released simultaneously for both campuses. Stage 2 Bk St F23 cohort anxious about HLTENN037 unit especially regarding teaching style and combining classes. Issue has been addressed. A23 cohort sought clarification regarding which teachers to contact when multiple teachers taking units HLTENN036 & 			

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	<p>HLTENN041. Unit outlines have been reviewed and students advised to refer to these for lead teacher information.</p> <ul style="list-style-type: none"> Holmesglen is now a NDIS provider. Students can now apply and list Holmesglen as their provider when completing the screening process. Currently certain areas of aged care are requesting this. From 2024 it will be compulsory for all students to complete. Students to receive communications from the department regarding this. 			
5. Discussion on:				
5.1. What is working well in Diploma of Nursing course	<ul style="list-style-type: none"> F22 cohort are finishing and waiting to complete placement with some already finished placement. Reps thanked for contributions to SRC meetings and participation in DN projects. A22 have been very happy with placement allocations and have built strong relationship with educators. A23 returning from 1st placement. Cohort feeling fresh and motivated after break. Teachers have been very helpful explaining assessments and what is required. EMs praised group for recent participation in Futureready meds project. J23 feeling more confident in understanding prep, explore and assessment process. Cohort enjoying labs which are very informative. Teachers very supportive. 			
5.2 What is not working well in Diploma of Nursing course	<p><u>Subject Delivery</u></p> <p>A23 cohort find HLTENN040 meds unit confusing. Particularly the seek and find component difficult to understand. EMs advised that instructions were available on Brightspace however requested written feedback from class reps which will be forwarded onto team developing resources for review.</p> <p>J23 raised that prepare work being undertaken at home by students is also being covered in tutorials which if reviewed could shorten class time.</p>	HLTENN040 A23 cohort	Student Reps/ EMs	To receive written feedback from student reps and report to team developing resources

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	<p><u>Clinical Placement</u> A23 & F22 cohorts recently attended placement but raised concerns that they did not receive any teacher contact whilst on placement.</p> <p>A22 cohort final placement allocations have been changed on Inplace without notifying students. This has particularly frustrated students who have put in leave with employers or already booked accommodation/arranged transport for regional placements. EMs reported that some facilities have cancelled pre-arranged placements resulting in reallocations. New staff members in the CPO team will be alerted to notify students of reallocations.</p> <p>J23 cohort have been allocated placements. Some students concerned regarding distance travelling from home as well as taking public transport very early in the morning to commence 7/8am shifts as well as increased public transport costs. Students experiencing financial difficulty recommended to approach Student Wellbeing for assistance.</p> <p>Some within the J23 cohort did not receive notification regarding upcoming placements and were required to login to Inplace to obtain information. CPO team to be alerted.</p>		EMs/CPO	To investigate teacher interaction with students on placement. Remaining issues to be clarified with CPO team.
	<p><u>Timetabling</u> Students would prefer if classes were held in one location rather than having to travel from one building to another in between classes</p>			
	<p><u>Class Amalgamation</u> Stage 2 Bk St have recently amalgamated groups due to high attrition resulting in increased class sizes. Class size has increased to 31 and dynamic has changed with some groups creating tension. EMs reiterated that the increased class size is acceptable. Students will experience various behaviours in the field when working different shifts. However, EMs can be emailed to address any urgent student concerns.</p>			

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	Class size and disruptions within a J23 group are also a concern. Some within group wish to focus and learn while others are disruptive. Has been brought to the teacher's attention but unaware of outcome.			
6. New Delivery for Diploma of Nursing	<p><u>New Delivery for Diploma of Nursing</u></p> <p>Information recently sent to SRC reps regarding proposed new DN delivery for 18 month full time and 2.5 year part time delivery options. The proposed timetables created on recent student feedback. Once reviewed will be submitted to ANMAC next year for approval.</p> <p>Initial feedback from student reps positive with 2 days a week delivery for part time students reasonable especially for those with work commitments. Full Time 18 month delivery would be suitable for those that wish to complete the course quickly. The 2 days on campus/1 day off timetable breaks up the week and allow students to work or catch up on study if needed.</p> <p>It was suggested that upcoming students need to be made aware of additional study/preparation time required outside of class as current information does not reflect this.</p> <p>EMs reported that the full time structure will be 3 days a week with 4th day for extra activities. The part time structure will be 2 days per week with 3rd day for extra activities. Some units will also be clustered to minimise assessments. Placements will be as follows: 2 weeks aged care, 2 weeks sub acute, 3rd placement will offer specialty areas – mental health, primary health, peri-op or palliative care. The final placement will be 4 weeks of acute.</p> <p>Proposed delivery to commence in 2025. Any student rep feedback to be formally sent via email for review but will be discussed again at next SRC meeting.</p>			

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	<p><u>Updated Learner Handbooks</u></p> <p>Updated learner handbooks were distributed prior to meeting for student rep feedback. To be discussed in more detail at next SRC meeting. Student reps requested to check for grammar, spelling, punctuation, matching page numbers, is language clear and consistent and logical. Any formal feedback should be emailed to EMs.</p> <p>EMs clarified role of student rep. Should student reps receive any individual concerns that the student concerned should refer the matter to their group teacher/& or EM for action not to the student rep to resolve. The student rep role is to report any curriculum, learning delivery matters issues.</p> <p>In summary, feedback to be provided at next SRC meeting include:</p> <ul style="list-style-type: none"> Solutions to address make up labs to prevent absenteeism and without running repeated labs. Staff are struggling with students missing labs and then offered make up labs which they are also not attending and then making up make up labs which has become a never ending task. If reps can provide solutions on how this can be handled better. One method to be found effective to deter absenteeism is to offer Saturday or evening make up labs as an option. To check and provide written feedback on learner handbooks To provide written feedback on new full time/part time delivery options and clustering of units 			
7. Brainstorm future agenda items				
8. Next Meeting and Meeting Topic	<p>Meeting closed 3:50pm</p> <p>Next Meeting 30th November 2023</p>			Minute Secretary to send next meeting invite