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Nursing Department
Diploma of Nursing Student Representative Council Minutes
Thursday 27 July 2023 3.00pm-4:00pm
via Webex

Present: Kamini Pillay (Chair), Lindsay Bava, Meredith Maynard, Will Kok, Rebecca Dahlstrom, Jacqueline Doyle, Kirstie Pickerd, Natalya Pasnin
Apologies: No apologies
Not Present: Zoe Newman, Megan Haworth, Monique De Gee, Jonathan Wood
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	Kirstie Pickerd & Natalya Pasnin both A23 Moorabbin student reps as well as Jacqueline Doyle A23 Bk St student rep welcomed.			
4. Update on Action Items from Previous Meeting	<ul style="list-style-type: none"> Practicals in Stage 2 cohort not taught by regular teachers creating confusion as taught varying course content in class. Spoken to unit coordinators/leads that if they have support teachers assisting in labs to ensure that all teaching staff are using the same resources and assessing consistently. EMs have also reiterated to educators that prescribed texts are the reference point to how skills are being taught in labs. However it was noted to student rep cohort that workplace practices may vary to what is taught at Holmesglen but skill principles are the same. Smart form technical issues in CHCPRP003 unit investigated. TSD & OTL have been consulted. Consequently form has been removed and replaced with 'unsmartened' version for student use. 			

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	<ul style="list-style-type: none"> • Stage 2 HLTENN040 meds unit hard to follow. Feedback taken on board. This unit runs over 3 stages therefore requiring consistency with delivery & Brightspace layout. Have implemented one coordinator for this unit over all stages to ensure consistency. The future ready project is also currently reviewing Stage 2 meds unit and looking at digitisation, working smarter and improving assessments for students. Will use this as basis on which to structure Stage 3 & 4 meds unit as well as other units in the future. Updated Stage 2 meds unit should be ready for delivery for the A23 cohort in Stage 2 in October. • Pending assignments due for Stage 3 HLTENN042/HLTENN043. Some students not aware that Assessment 1 naming conventions was a compulsory assessment. Unit coordinator/EM advised and resolved. Also acute exam covered crash cart however was not discussed in tutorials. Checked by educators and crash cart referenced in prepare section. EMs reminded SRC group to check unit objectives for every tutorial/lab. These are guidelines as to what students will be assessed on. • Miscommunication and learning inconsistency amongst teachers reported by F23 Bourke St cohort regarding systems approach and communication assessment. Varying methods for completing progress notes are discussed in class. The prescribed text also cover methods for writing progress notes. For assessments, coordinators prefer systems approach. No approach is incorrect, however there is a preference and students won't fail if using another method. EMs reiterated when students are on placement or in the workforce every facility will have their own preference for progress notes and important for students to learn all methods. Question raised as to why students learn SOAPIER in Holmesglen when not used in the workforce? Reiterated by EMs that this is the venue's preference and this will be a common situation faced by graduating ENs in the workplace. Students reminded that different approaches will be used in the workforce. ie. In HLTENN038 unit using SOAPIER whereas HLTENN036 unit using systems 			

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	<p>approach. All units will utilise a different approach to best prepare students in the workforce.</p> <ul style="list-style-type: none"> All Clinical Placement issues individually addressed. Stage 4 J21 cohort not receiving phone calls from teachers whilst on placement. This has been reviewed and teachers requested to be more vigilant in future to contact students. 	F22 & F23 cohorts	EMs	To investigate teacher interaction with students on placement
5. Discussion on:				
5.1. What is working well in Diploma of Nursing course	<ul style="list-style-type: none"> A23 Bk St cohort enjoying course J22 cohort appreciate lectures/videos being uploaded to Brightspace especially for students currently on placement and for future reference A23 Moorabbin cohort feeling more comfortable in class asking questions and becoming more familiar with timetabling layout and using Brightspace. Special mention to educator Penny Dempster for assisting Stage 4 students returning from break/placement. Another special mention to Leah Giakoumis for welcoming Stage 1 cohort and being approachable to discussing issues 			
5.2 What is not working well in Diploma of Nursing course	<p>Subject Delivery</p> <p>Stage 2 Bk St cohort feeling anxious and overwhelmed particularly when content is released and leaving little preparation time specifically with HLTAAP002/HLTAAP003 units. Lead teacher is based at Moorabbin and when content is released not giving Bk St cohort enough time to complete assessments. ie. discussed disorders in class then a week later, assessments are due.</p> <p>A23 cohort seeking clarification regarding where questions are to be directed when regular teachers are absent. Currently have two teachers for HLTENN036 & HLTENN041 subjects. Should they refer to their regular or support teacher? EMs encouraged cohort to read unit outline for teacher details and engage with those teachers as listed. Announcements are usually posted by lead teachers. If students are receiving emails from 2 teachers then email both.</p>	HLTAAP002/ HLAAP003 Stg 2 F23 Bk St cohort	EMs	To report feedback to lead teacher and open all assessments

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	A23 cohort required stethoscope for HLTAAP002/HLTAAP003 class but were not informed by teacher to bring to class. Cohort were initially advised that it would not be used until Stage 2. EMs advised as it is a small kit it would be preferable to carry to all classes. It is good practice for students to start using stethoscopes in Stage 1 especially when students are learning cardiac or respiratory systems.	HLTAAP002/ HLTAAP003	A23 SRC reps	A23 SRC rep to inform cohort to carry Nursing kits to all classes.
	<p><u>Timetables</u></p> <p>A23 queried timetable/assessment changes due to placement scheduled for 21st August. To receive notifications from teachers.</p> <p>A23 requested Semester 2 commencement dates. Term break will be 18-29 September. Semester 2 to commence 2 October.</p>			
	<p><u>Clinical Placement</u></p> <p>Stage 1 A23 cohort recently attended meetings with EM/HOD regarding not submitting documents on time for clinical placement. Although a submission date of 30th June was announced, very few students upload recorded for impending placement 1. Submission date extended and reminder email announced on Brightspace. SRC reps advised to remind students in class. Reminder emails will also be sent to student email addresses by HOD and CPO. EMs will also visit classes to remind students.</p> <p>SRC advised that CPO have also generated automated emails from Inplace when students rejected/declined in Inplace due to non submissions of documents. SRC reminded that Brightspace announcements are located on Nursing landing (home page). Those that cannot view are advised to either bring laptop to front reception, visit IT rep in library or email EMs to address with IT department.</p> <p>NDIS screening for Blue Cross placements. When Stage 1 F23 students were getting ready for placement were initially advised by CPO that NDIS screening was not needed. Students found out week of placement that in fact NDIS screening was required. Students disappointed that this was not communicated earlier. EMs confirmed</p>	Stage 1 A23 cohort	SRC reps	Will double check Brightspace and approach contacts provided to rectify issues

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	<p>that NDIS screening is not required even though Blue Cross initially advised that it was. Currently working with executive team to assign Holmesglen as a provider of NDIS. This also requires government approval which will take time. Currently students can't access NDIS as you don't have an employer. It hasn't been compulsory to have NDIS in aged care however Blue Cross decided it was required thus creating the confusion. To prevent placements from being cancelled and to meet Blue Cross auditing requirements the best possible outcome for students was to complete a module. This situation may occur again in the future where facilities change their processes at short notice and Holmesglen are required to adapt accordingly.</p> <p>EMs & CPO team will be organising drop-in sessions to assist students with placement documentation readiness. To be posted on Brightspace announcements. Sessions to commence next week.</p> <p>F23 next placement in October. Most likely notified in late August</p>			
6. Behavioural Issues raised by staff	<p>A number of staff have approached EMs distressed over student behaviour particularly referring to F23 & A23 Moorabbin cohort. Issues raised include:</p> <ul style="list-style-type: none"> • Students being disruptive in class and having discussions with fellow students during class time. This is also affecting other students who are keen to learn. • Students are also talking over teachers in class • Lack of participation in class • Not checking or responding to teacher emails that contains important information only to be irritable with teaching staff in class when they have not read the information. • Disrespect towards teachers as well as discriminatory remarks • Not prepared for sessions. Students have not done prepare work and will interrupt the class asking multiple questions expecting the teacher to explain and disrupting the session plan. EMs encouraged students to attend drop in sessions designed for this purpose to question concepts not understood in class. • Shouting at teachers in labs when failing assessments 			

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	<ul style="list-style-type: none"> Shouting at clinical facilitators during placement when not receiving feedback well. Students not being document ready for placement <p>EMs requested student reps to relay these concerns to their cohorts for discussion. A behaviour risk assessment management process is now in place (BRAM) for staff use. Students falling under categories of low, moderate and high risk behaviour will be documented and appropriate action taken. Unprofessional behaviour will not be tolerated.</p>			
7. Combining Classes	<p>To maintain class continuity, EMs have been combining classes rather than cancelling classes when regular teachers have been absent. The other alternative is for EMs to cancel classes and reschedule to an alternative day. Both options have been trialled however generally students have not been satisfied with either decision. Topic referred to student reps for preferred option. Preference was for classes to be combined rather than cancelled as changing days will greatly affect students with work & family commitments.</p>			
8. Brainstorm future Agenda Items	No update			
9. Next Meeting and Meeting Topic	<p>Meeting closed 4:03pm</p> <p>Next Meeting 7th September 2023</p>			Minute Secretary to send next meeting invite