

MINUTES

Nursing Department
Diploma of Nursing Student Representative Council Minutes
Thursday 19 May 2022 3.00pm-4:00pm
via Webex

Present: Kamini Pillay (Chair), Scott Amos, Zara Rothery, Will Kok, Lincoln Brannan, Megan Haworth, Tanya Gupta

Apologies: Lindsay Bava, Rebecca Wolk

Not Present: Alex Antaras, Muhammad Sanwar, Logan Noble

Minute Secretary: Olga Munoz

Item	Discussion	Unit/s	Responsibility	Action
1. Welcome & Apologies	Kamini Pillay 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	Not Applicable			
4. Update on Action Items from Previous Meeting	<ul style="list-style-type: none"> Positive feedback from students forwarded on to relevant teaching staff for outstanding work HLTENN007 Medications unit issues raised by students in previous meeting regarding progress notes/reflections is currently being reviewed by EM to ensure content is explained in simpler terms in the future Student reps reminded should they receive any student complaints to please obtain unit name, teacher name as well as date of concern and forward this information to the EMs to action EMs following up with teachers to ensure that unit content is released one week prior to unit commencement 	HLTENN007		Unit under review by EM

MINUTES

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	<ul style="list-style-type: none"> It has been noted that Stage 3 content is heavy with full workload and many assignments due. However Holmesglen is directed by training.gov.au and must follow guidelines to remain compliant. Thus any changes to course structure is limited. EMs followed up timetabling issues with IT department regarding missing classes. IT department currently reviewing and awaiting further student feedback. However in the meantime it was recommended for students to view timetable from their my.holmesglen account for greater accuracy. F21 cohort expressed concerns regarding merging of groups. EM advised that groups were combined due to low enrolment rates. 	<p>Stage 3 cohort</p> <p>F21 cohort</p>		
5. Discussion on:				
5.1. What is working well in Diploma of Nursing course	<p>The feedback from most of the students are that some of the teachers are passionate about their subjects which makes their learning more enjoyable (specifically J21).</p> <p>J20 cohort is currently catching up on placements. Students placed at Mornington are very happy with facilities and staff.</p> <p>Special mention to Stage 2 teachers who have been very supportive and knowledgeable on their subject content.</p> <p>EM requested suggestions on best practice to receive necessary placement documentation from students as many students have not submitted required documentation. Suggestion made to email concerned students directly with required documentation.</p> <p>Systems are currently being reviewed to simplify submission of placement documents. Now in training stage (in place)</p> <p>Learner survey has now been uploaded to Brightspace for student feedback.</p>	<p>J21 cohort</p> <p>J20 cohort</p> <p>Stage 2 cohort</p>		<p>EM to contact Student Engagement Manager regarding alternative options to support students with assessment planner and weekly announcements.</p> <p>Student reps to email fellow classmates to complete survey</p>

MINUTES

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5.2 What is not working well in Diploma of Nursing course	<u>Course Delivery</u> Stage 4 students are waiting on assignments	Stage 4 cohort		EMs to follow up with teaching staff
	Stage 3 cohort remarked on lack of communication/no response from teachers to student emails regarding wounds unit resulting. Concerns regarding disruptive students in class	HLTENN006 Stage 3 cohort		EM noted there had been a delay in marking and currently working on updating results. Student concerns will be raised with teachers Student reps requested to email concerns to EMs
	Stage 1 students experiencing issues with formatting documents under the questions segment in assessments for HLTENN038 unit	HLTENN038 Stage 1 cohort		EMs to follow up with unit coordinator
	<u>Clinical Placement Office</u> Students have been allocated placement but have not been officially notified by Clinical Placement Office. When CPO contacted to clarify, students have received no response and therefore missed placement. Students expressed frustration regarding placement allocations especially for aged care and lack of communication/no response from Clinical Placement Office. There have also been allegations raised of bullying on placement. Students advised by EMs they can decline placement if they are experiencing difficulties. Students requested access to placement allocation as timely as possible to prepare and organise personal commitments. CPO has requested for some students to resubmit documentation (police checks etc) when already been submitted. Lack of recordkeeping			EM requested for affected students to contact EMs to resolve issue. Student reps advised for affected students to email EMs to raise with CPO

MINUTES

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	Students suggested to have online access to immunisation form. Therefore if form is lost or damaged can be electronically retrieved.			
	<u>Student Community</u> Nursing SRC student representatives proposed to create a Whatsapp group for themselves to channel ideas and discuss student concerns.			Nursing SRC student rep to invite fellow members and maintain
6. Brainstorm future Agenda items	No update			
7. Next Meeting and Meeting Topic	Meeting closed 4:20 pm Next Meeting 28 th July 2022			Minute Secretary to send next meeting invite