

Academic Services and Support Directorate Institute of Health and Wellbeing

ANDREW EVANS | DIRECTOR

SHARYN CRAWFORD ACTING ASSOCIATE DIRECTOR (ACTING)

ACADEMIC SERVICES

Belinda Schill - Coordinator Robyn Lampard Stacey Bryden Joanne Nemshich Lilly Walker Janis Bourke Lanie Theodore (ESO)

CURRICULUM SUPPORT

Katrina Franc - Coordinator Zoë Blair-Holt Emma Crawford Raman Kaur Meg Luc-Romanis Laura Moody (AI/SD) Jacinta Antonelli (FedCare) Nicole Elliott (FedCare)

TECHNICAL SUPPORT

Rhonda Newton - Coordinator Hiranya Kalumalinlage Maree Athanasiadis Renny Backshall - Senior Tech Gabrielle Sawyer Laura Jowett Mary Gilroy Jaclyn McCafferty Rod Hall **Christine Walters** Victoria Chew Lisa Sundstrom Wendy Quinan Jess Wallace Madhu Rajanna Maryanne Townsend

BRAD MCLINDON | MANAGER STRATEGIC SCHEDULING

SCHEDULING

Jess Lockyer - Coordinator, Timetabling

Sonya Sharman Lee Bennett Jason Panosh Tulloch Stewart

Erica Matthews - Coordinator, Workloads

Haylee Hartley - Coordinator, Exams

Deserea Emmerson

- · HR and recruitment
- Induction
- Finance
- Space allocation
- Academic workloads
- Consultancy
- Research
- Concur and travel
- · Support leadership team
- · Committee support
- HDR student support
- · Seminars, events and conferences
- General office support
- OHS

Academic Services

IHW.ServicesSupport@federation.edu.au

Academic Workloads

IHW.SWPsupport@federation.edu.au

Contract requests

IHW.ContractSupport@federation.edu.au

- Course support
- Course and unit approvals and amendments
- fdlGrades
- Moodle access
- Orientation
- Open Day
- · Recruitment activities
- Website
- Timetable changes
- · Academic integrity/Student discipline
- · Health and Clinical Exercise Centre
- FedCare Psychology Services

Program Support

IHW.ProgramSupport@federation.edu.au

Student Discipline

health.appeals@federation.edu.au

- · Technical support for classes
- Management of labs

Kim Kotas

- Stock ordering and maintenance
- · Equipment maintenance
- Budget consumables
- · OHS Inductions and HIRACs
- HDR student support
- Budgets equipment
- Mask Fit Testing
- Equipment and assessment kit purchasing

Technical services

mthelenlab.nursing@federation.edu.au nursinglabgippsland@federation.edu.au berwicklab.nursing@federation.edu.au otphysiolabsgippsland@federation.edu.au

Mask fit testing

fitmasktesting.berwick@federation.edu.au fitmasktesting.churchill@federation.edu.au fitmasktesting.mthelen@federation.edu.au

- Timetabling TAFE and HE
- Examinations
- Room allocations
- Web room bookings

Timetabling

timetabler@federation.edu.au

Examinations

examinations.he@federation.edu.au

All staff distribution list

IHW_All_Staff

MAR 2024 VERSION

Executive Dean

EXECDean.IHW@federation.edu.au

The Academic Services and Support Directorate sits in the Chief Operating Officer's portfolio.