

Internationalisation of the Curriculum Working Party (ICWP)

Meeting:	ICWP 5/14
Present:	Ms Talia Barrett (Co-Chair) Dr Kim Dowling Associate Professor Jerry Courvisanos Professor Mike Willis
Date and time:	Tuesday 12 August 2014 from 2:00pm to 2:45pm
Venue:	B112 (Jerry's office)

1. **Welcome & Apologies**

1.1 **Welcome**

The Co-Chair, Ms Talia Barrett, welcomed members to the meeting

1.2 **Apologies**

Apologies were received from Dr Pete Townsend

2. **IoC 2014 Implementation Plan**

2.1 **IoC Resources Online**

Talia Barrett had distributed the text for the IoC website to members. The feedback was positive and all documents have been sent to Jaimee Westin for upload. Dr. Kim Dowling's only suggestion was to include a link to the Graduate Attributes, while Jerry suggested we include a contact point for people wishing to contribute to the webpage. It was decided that the current chair's email address would be the best contact point.

2.2 **Planning for forum**

It was decided to merge the Partners and International Fora to save on costs primarily. It will be a 2 day conference in December. The first day will be at Gippsland with a focus on the university's partners, addressing different strategies to engage the partners. The second day will be at Mount Helen with a focus on internationalization in the context of research, learning & teaching and curricula. Talia will contact Betty Leask to see if she would be willing to be guest speaker and approach CLIPP to cover some costs. The format of the second day will be the reverse of the 2013 forum, whereby workshops will occur first and the guest speaker later in the session to ensure people stay. Despite our next meeting not being until October, correspondence and organization can still occur via email.

2.4 **Other business**

Co-opting new members is required to ensure this working party maintains a diversity of members. Discussion occurred around possibly co-opting the new Associate Deans of Engagement, but it was felt that their priorities may be elsewhere. There was agreement that the Assoc. Deans of Engagement and Learning & Teaching be invited by Professor Mike Willis to attend our next meeting in October, so they are aware of the purpose of this working party. Then, we can request representatives from both groups to become regular members.

3. **Next meeting**

Due to absences in September, the next meeting will be held on Tuesday 7th October, 2014, from 2pm to 3pm in C003 at the Mt Helen Campus and the Video-Conference Room (2W/263) at the Gippsland Campus. Please email apologies to:

talia.barrett@federation.edu.au