The University of Western Australia

SCHOOL OF PATHOLOGY AND LABORATORY MEDICINE

MINUTES

Minutes of a meeting of the Executive Committee held in the Ten Seldam Seminar Room 1.6, First Floor, M Block, The Queen Elizabeth II Medical Centre on Thursday, 22 January 2009 from 8.00am to approximately 9.10am.

PRESENT

Professor Paul Waring (Chair), Professor Jennet Harvey, Professor Frank Christiansen, Dr Melissa Gillett, Clinical Professor Greg Sterrett, Brett Tizard, Associate Professor Patricia Price, Clinical Associate Professor Dominic Mallon, Dr Ashley Murch

APOLOGIES

Clinical Associate Professor Kerryn Christiansen, Professor Catherine Cole, Clinical Professor Martyn French, Associate Professor Frank Van Bockxmeer

DECLARATIONS OF POTENTIAL FOR CONFLICT OR PERCEIVED CONFLICTS OF INTEREST

Nil declared.

1  MINUTES

Minutes were not recorded from the 27 November 2009 meeting.

2  UPDATE ON APPROVED COMMITTEE STRUCTURE

Professor Paul Waring provided an update on the now approved School Committee structure and the charters for the combined University and PathWest Research Advisory Committee and Teaching Committees.

Attached documents: UWA Pathology and Laboratory Medicine Committee Charter
Executive Committee Terms of Reference
Discipline Planning Committees Terms of Reference

3  UPDATE FROM TEACHING COMMITTEE

Professor Paul Waring provided an update on the conclusions of the PaLM/PathWest Teaching Retreat.

3.1 MBBS

There was an identified need to change the 4th Year Pathology units to a more case-based approach. As the timetable for 2009 has been finalised, it would be possible to replace lectures with more case-based content. The use of templates was discussed as well as materials that might be available for purchase from other Universities.

There was consensus that should funds be available it would be appropriate to employ a Pathologist for a twelve month period at 0.5 FTE. This appointment should be able to design templates for all disciplines and locate appropriate resources for use in developing case-based materials. Possible funding sources were discussed and would be investigated.

ACTION Paul Waring to explore funding options with Greg Sterrett and others.
3.2 Science

A proposal for changes to the Science teaching was discussed at the Teaching Committee and it was resolved at that Committee that Associate Professor Frank Van Bockxmeer would conduct a review of Science teaching taking into account the needs of the students and the Course Structure review.

Patricia Price gave a brief overview of the enrolment applications in quota courses. PATH3301 had 69 applicants for 24 places, PATH3302 had 40 applicants for 14 places and PATH3352 had 34 applicants for 16 places. All agreed that this strengthened the need for a review of the Science teaching.

3.3 Master of Laboratory Medicine

Existing Course

Offers have been made to 4 students in the Immunology stream and 2 students in the Biochemistry Stream bringing the total MLM student population to 8. All students participating in the course are international students. Patricia Price offered to provide a set of guidelines for current placement supervisors to assist them in looking after their students.

New Course

Forecast workforce shortages for senior medical laboratory scientists in 7-10 years has highlighted the need for the training of junior scientific staff in both scientific/technical and supervisory/management roles. The MLM course will be refocused on addressing local workforce needs. It was agreed that the PathWest Principal Scientists should contribute to the formation and structure of the new MLM and they would be consulted on what the "industry" needs are.

| ACTION   | Paul Waring to consult with the Principal Scientists to identify industry needs for the new Masters of Laboratory Medicine. |

Attached documents: Conclusions of the PaLM/PathWest Teaching Retreat

4 UPDATE FROM RESEARCH ADVISORY COMMITTEE

Professor Frank Christiansen provided an update on:

4.1 Research Database

A comprehensive database on the research activities of PathWest and the School is not available although several smaller databases covering limited aspects of research activities (such as School-based publications). There is a need to collect data on "what is being done?", "who is doing it?" and "how it is funded?".

| ACTION   | Brett Tizard to investigate options for data collection across sites and organisations reducing the need for multiple entry. |

4.2 Research Strategic Planning Retreat

The proposed dates for the Research Retreat have been changed due to conflicts with the major grant deadlines and to allow for the collection of data on research activities within PathWest and the School. The Research Retreat will run along similar lines to the Genetics and Teaching Retreats over one or two days. It is essential that all disciplines and sites are represented with a good coverage of all aspects of research within the two organisations.

5 NEW APPOINTMENTS

Professor Paul Waring provided an update on new appointments to the School including the transfer of Dr Richard Allcock to Royal Perth Hospital who will spend 50% of his time teaching and the other 50% managing the LotteryWest Sequencing facility. The School has advertised for a new Administrative Officer combining two part-time posts to create a
new full-time position and will be appointing a Research Assistant funded from a grant from SCGH to help with Professor Waring’s research (0.8 FTE) and to provide teaching support (0.2 FTE).

In addition to the paid staff, the School will be recommending appointment of a substantial number of new Adjunct and Clinical Staff. The first round of recommendations will be submitted on 29 January 2009 with following rounds in March and June.

6 IDENTIFYING STRATEGIC IMPERATIVES

The issue of how to engage PathWest staff in teaching was raised as an important issue that needed to be addressed. Members were asked to identify resources that might be required to encourage and support participation. It was agreed that support such as the 0.5FTE Pathologist (See item 3.1) would be of significant assistance.

| ACTION | Members to discuss support requirements with representatives within their disciplines and sites and report back to the Committee with requirements and suggestions for encouraging and supporting participation. |

7 NEXT MEETING

The next meeting is scheduled for Thursday, 26 February.