

National Education and Training Committee – Minutes

Date: Tuesday, 10 July 2018 at 1:00 PM – 2:00 PM AEST

Location: Zoom video conference

Attendees: Maria Kavallaris (Chair), Ava Faridi (Monash), Angel Tan (Monash), Ken Yong (Monash), Nicholas Veldhuis (Monash), Marnie Winter (UniSA), Frieda Mansfeld (UNSW), Arunpandian Balaji (UQ), Zach Houston (UQ), Natalie Jones (CBNS), Anne Meyer (CBNS)

Apologies: Ewa Irena Czuba (Melbourne), Tahlia Meola (UniSA), Quinn Besford (Melbourne), Geneviève Duché (UNSW), Declan Kuch (UNSW)

Minutes

1. Minutes from the last meeting accepted
2. Report on actions from the previous meeting
See following agenda items
3. Report from Outreach Sub-Committee meeting
 - The Outreach Sub-Committee met on 4 July
 - National Science Week
 - Monash/Melbourne (Sunday, 19 August)
Science in the Cinema: Fantastic Voyage; Venue: Doherty Institute
All panellists confirmed but one clinician – Doherty Institute will organise
 - UniSA (Thursday, 16 August)
Event to be held at the Museum of Discovery (MOD)
All organised
 - UNSW (Wednesday, 15 August or Thursday, 16 August)
Booth at Australian Museum co-badged with UNSW School of Chemistry
 - UQ (Saturday, 18 August)
Booth with activities at Brisbane Science Festival at Southbank.
 - Open House Melbourne, 28 July 2018
 - Test run will be carried out on Wednesday, 11 July
 - All organised, new this year: augmented reality activity at DDB, level 3 station
 - Registration open Friday, 13 July
4. Report from FBNS committee

- Panel and plenary are now complete
- Program will launch beginning of next week
- Abstract submission will open beginning of next week
- Innovation Forum is well under way
- Registration: for members with no direct CI affiliation an “other” category will be added to the drop-down menu
- Registrations from delegates with no direct CBNS affiliation need to be sent to **NJ**, decisions will be made on individual cases
- Committee members are encouraged to actively promote the FBNS in their groups
- Podcasts can be used to enhance marketing: Manish Sriram will interview Justin Gooding, **NV** will interview panel member Richard Huysman

Action item: **ZH** to add “other” category to registration menu on website

Action item: **ZH** to forward all “other” category registrations to **NJ**

Action item: **ZH** to send description of FBNS to all **committee members** to help promotional activities

5. Report from Scientific Presentations Skills Workshop

- A survey has been sent out last week
- 7 responses have been received to date
- All positive with the exception of 1 delegate

Action item: **AM** to send reminder to complete survey

Action item: **AM** to collate results and disseminate to committee members

6. Update from UQ social mixer after node meeting

- 20 CBNS members participated in social mixer
- Aim of the meeting was to gain ideas for new educational and outreach events and to acquire new committee members
- A UQ LinkedIn and a UQ Facebook group have been created to foster communication and exchange

7. Media Training

- Program of Media Training is now complete
- Program includes filmed mock interviews and analysis afterwards
- Skills are applicable for job interviews, outreach activities or presentations
- There are dedicated spots for Education Committee members
- If not all are taken, workshop will be opened to all CBNS members

Action item: **Committee members** to send EOIs to **AM** before end of this week

Action item: **AM** to send out reminder to Outreach committee members before sending email to all CBNS members

8. All other business

- Illustrator Workshop taking place this week, event is fully booked

- The ImageJ/Fiji workshop should be repeated next year but planned earlier to help Cameron Nowell with his schedule
- The next meeting will be a brainstorming session for new events in 2019

Action item: **New committee members** to come up with new event ideas

Summary of Action Items

Area	Action Item	Actioned
Report from FBNS committee	ZH to add “other” category to registration menu on website	<input type="checkbox"/>
Report from FBNS committee	ZH to forward all “other” category registrations to NJ	<input type="checkbox"/>
Report from FBNS committee	ZH to send description of FBNS to all committee members to help promotional activities	<input type="checkbox"/>
Report from Scientific Presentation Skills Workshop	AM to send reminder to complete survey	<input checked="" type="checkbox"/>
Report from Scientific Presentation Skills Workshop	AM to collate results and disseminate to committee members	<input type="checkbox"/>
Media Training	Committee members to send EOIs to AM before end of this week	<input checked="" type="checkbox"/>
Media Training	AM to send out reminder to Outreach committee members before sending email to all CBNS members	<input checked="" type="checkbox"/>
Any other business 2019 Events	New committee members to come up with new event ideas	<input type="checkbox"/>

Next meeting – **14 August 2018**, 1 pm to 2 pm AEST