

2015 Promoting Excellence Network Proposal Form

Please read the Office for Learning and Teaching Grants Programme [Privacy Notice](#) before completing this form.

Contact person/network leader

Title (Professor, Dr etc)	Associate Professor
First and last name	Angela Carbone
Position title	Director, Education Excellence
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Vice-Chancellor's email address	margaret.gardner@monash.edu
(Lead) Institution	Monash University
School/ department / faculty	Office of the Vice-Provost (Learning and Teaching)
Partner Institution (if relevant)	Swinburne, RMIT, La Trobe, The University of Tasmania

Activity details

Name of the original state-based Promoting Excellence Network	Vic-Tas State-based Promoting Excellence Network
Aims 2015–2016	<ol style="list-style-type: none"> 1. To strengthen the already active VTAS Promoting Excellence Network. 2. To develop stronger connections with PENs from the other states, with a view to forming an AUSPEN. 3. To draw on/celebrate/connect award winning teachers from across the states. 4. To enhance the capacities of academics to design education projects that will achieve national impact. 5. Engagement with/understanding of/utilisation of the IMPEL framework, including evaluating the impact of current projects utilising the framework.

Outcomes 2015–2016	<p>1. Continuation and strengthening of an active VTAS network.</p> <p>2. Increased connection and collaboration between all PENs, with the aim of moving towards a National PE Network (AUSPEN).</p> <p>3. A community of award winning teachers that are able to share ideas, provide mentorships, support and motivation, and collaborate across institutional boundaries.</p> <p>4. Increased national impact of L&T grant projects based in Victoria and Tasmania. An increased profile for Victorian and Tasmanian scholarship of higher education.</p>
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Implementation	
Brief description of proposed network activities	<p>Outcome 1: Project Team Meetings: The aim of these meetings will be to produce and finalise a calendar of events (dates/ venues/ presenters) for 2015-16 June/Sept/Dec/Mar/June</p> <p>Outcome 2: Teleconferences with interstate PEN leaders: To discuss and plan for National workshop July/Oct/Jan/April A National PEN Workshop May 2016</p> <p>Outcome 3: Development of a Learning and Teaching Award Recipient profile, modelled on the Australian Learning and Teaching Fellows flyer and resource booklet available on (http://www.altf.org/index.php/fellows) that celebrates recipients' work, but also presents them as potential mentors for other academics with an interest in Learning and Teaching (and applying for awards?) To be completed by June 2016 A Showcasing and Networking event for Teaching Award recipients from across the two states. This event will have a focus on the impact of receiving a Teaching Award. October 2015 Launch of the Teaching Award Winners Website February 2016 A knowledge/skill sharing workshop in which OLT Award winners from across the two states are asked to share a practical tip or technique for others to take away and use in their own teaching. April 2016</p> <p>Outcome 4: One workshop designed as an extension of Tilly Hinton's workshop on the utilisation of the IMPEL framework. Will include representation from current project leads/managers about the use of IMPEL in their contexts. September 2016</p>
Purpose and focus of activities	<p>Building, strengthening and drawing on the knowledge, skills and experience of award winning teachers from across Victoria and Tasmania.</p> <p>Engendering a collective voice to enhance the value of learning and teaching in higher education.</p>


Brief description of strategies to promote inter network collaboration	<p>We will promote network activities through the following:</p> <ul style="list-style-type: none"> • The existing VICTAS PEN Website • The proposed series of workshops hosted by VICTAS PEN • Internal University Memos • Major Conferences and Events • Meetings with universities from Australia
Timeline for activities	See "Activities"
Proposed network project team members and institutions	<p>John Hannon – La Trobe University Bella Ross – Swinburne Melody West – University of Tasmania Diana Cousens – RMIT Angela Carbone, Joy Whitton, Rachel Saffer and Anicca Main – Monash University</p>
Anticipated role of the network team	<p>The project team will form an executive committee chaired by Associate Professor Angela Carbone.</p> <p>The committee will be responsible for:</p> <ul style="list-style-type: none"> • Planning • Communications • Project Tracking • Budgeting
Proposed OLT budget (Maximum \$30,000 GST not applicable)	\$30,000
Institutional support pledged (including in-kind items)	\$30,000

Budget

Budget Items	Budget (ex GST) # Please round line items and totals to the nearest \$100.		
	OLT \$	Other \$	Total \$
Personnel (e.g. teaching relief, research assistance, network management)			
Project Officer – HEW 6 (0.2FTE, Step 1 (\$78,101)) * oncosts	\$17,000		\$17,000
Monash Team Members* (in-kind partnership contribution 0.05 per week notionally)		\$10,000	\$10,000
Swinburne Team Members (in-kind partnership contribution 0.05 per week notionally)		\$4,000	\$4,000
Latrobe Team Members (in-kind partnership contribution 0.05 per week notionally)		\$4,000	\$4,000
RMIT Team Members (in-kind partnership contribution 0.05 per week notionally)		\$4,000	\$4,000
UTAS Team Members (in-kind partnership contribution 0.05 per week notionally)		\$4,000	\$4,000
Network support (team logistics e.g. phone bills, photocopying costs) N.B. Department funds cannot be used for asset purchase			
5 x \$1,000 per partner institution		\$5,000	\$5,000
Network activities (deliverable related e.g. venue hire, catering, printing)			
VTAS Award Recipient Practical Tips Workshop	\$2,500	\$500	\$3,000
VTAS Showcase for of Award Recipients	\$2,500	\$500	\$3,000
National PE Network Meeting	\$3,000	\$1,000	\$4,000
IMPEL Workshop	\$2,500	\$500	\$3,000
Project Team Meetings (x 4)	0	\$500	\$500
Travel costs (e.g. airfares, accommodation, taxis for team or event presenters)			
Flights for Tasmanian team member attendance at events	\$2,500		\$2,500
TOTAL	\$30,000	\$30,000	\$60,000
	OLT	Other	Total

Monash Team Members* - \$10K is calculated based on members contributing different amounts throughout the duration of the project.

Deputy Vice-Chancellor (Academic) or equivalent support and authorisation

I support this funding application on the basis of the attached application. I confirm that the contact details provided are correct and that the contact person referred to on this form is currently responsible for organising the activity.		
Title (Professor, Dr etc)	Professor	
First and last name	Darrell Evans	
Signature		
Position title	Vice-Provost (Learning and Teaching)	
Institution/ Organisation/ Association	Monash University	Date: 15/05/15

Note:

- This funding application should not exceed **five** pages in total, excluding letter of support. **Additional pages will not be assessed.**
- Please save as a PDF and name the file according to the state-based network name, institution, applicant and year. For example, an application for a network by an applicant from Edith Cowan University with the surname Jones would be named PEN.ecu.jones.15.
- Email the PDF to learningandteaching@education.gov.au by COB Friday 8 May 2015 5 pm local time.
- All attachments should be incorporated within the document – only one file is to be submitted.

Privacy Notice

The OLT through the Department of Education and Training (the department) must comply with the Australian Privacy Principles ('APPs') contained in the Privacy Act 1988 (Cth) (Privacy Act) when handling all personal information provided for in the grant application.

For information about the department's privacy policy, including information on how personal information is handled, how to access or correct personal information, or how to make a complaint, please go to <http://education.gov.au/privacy>, or request a copy of the privacy policy from privacy@education.gov.au.

Personal Information we may collect

As part of the nomination process the OLT through the department collects the personal information identified in the Network Application Form.

How We Use Personal Information

Personal information is collected to assess eligibility for a network and to undertake statistical analysis in relation to the OLT's programmes. The department may also use this information to:

- maintain an ongoing relationship with successful applicants; or
- invite successful applicants to relevant OLT events and programmes.

Privacy Consent

By applying for a network Grant, you acknowledge and consent to the department disclosing your personal information to the following persons and organisations:

- the applicant's institution;
- the department's Minister;
- persons assessing the network applications; or
- event and programme contractors performing services on behalf of the department.

The department may also publish successful nominees' personal information (excluding telephone contact details) in media releases; presentations; OLT promotional materials; OLT programmes; and on the OLT or the department's website.

The department will not use or disclose personal information for any other purpose unless permitted by the Privacy Act.

Please notify the OLT by email learningandteaching@education.gov.au if your contact details or institution change.