

2016 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
Email address	angela.carbone@monash.edu
Telephone	03 9903 4481
Institutional postal address (Vice-Chancellor's Office)	Monash University Clayton campus Wellington Road Clayton Victoria 3800 Australia
Vice-Chancellor's email address	margaret.gardner@monash.edu
(Lead) Institution	Monash University
School/ department / faculty	Monash University Office of Learning and Teaching (MU-OLT)
Partner Institution (if relevant)	Core partners: RMIT, The University of Tasmania, La Trobe (Swinburne, Victoria University, Federation University, Melbourne University, Deakin University)

Activity details

Name of the original state-based Promoting Excellence Network	VTAS State-based Promoting Excellence Network
<b>Aims</b> 2016–2017	<ol style="list-style-type: none"> <li>1. To strengthen the already active VTAS Promoting Excellence Network.</li> <li>2. Provide a platform to showcase the practices of award winning teachers.</li> <li>3. Disseminate higher education projects and developments funded in 2016</li> <li>4. Run state based events in the aftermath of OLT closure.</li> <li>5. Enhance the capacities of academics to design education projects that will achieve national impact.</li> </ol>

<b>Outcomes 2016–2017</b>	<ol style="list-style-type: none"> <li>1. Continuation and strengthening of an active VTAS network.</li> <li>2. A heighten profile of award winning teachers and provide opportunity to strengthen a community of practice</li> <li>3. Increased national impact of L&amp;T grant projects based in Victoria and Tasmania. An increased profile for Victorian and Tasmanian scholarship of higher education.</li> <li>4. A series of state based events that focus on potential industry-based funding bodies that supports learning and teaching innovations.</li> <li>5. Improving impact of OLT funded projects.</li> </ol>
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<b>Implementation</b>	
Brief description of proposed network activities	<p><b>Outcome</b> Project Team Meetings: The aim of these meetings will be to produce and finalise a calendar of events (dates/ venues/ presenters) for 2016-17. It is expected that the team will meet on a monthly basis.</p> <p><b>Outcome 1:</b> (November 2016) Establish distribution of profile booklet/ amendments to website. Connect award winners via social media to create community of practice. Connect with other groups such as ALTFs, CADAD and HERDSA.</p> <p><b>Outcome 2:</b> (2016/ 2017) Organise two state base events for national OLT funded projects to be showcased. OLT projects funded in 2016/2017.</p> <p><b>Outcome 3:</b> (2016/ 2017) Hire personnel to liaise with businesses as potential sponsors of learning and teaching innovations. Produce list of business contacts and areas of sponsorship and proposals developed. (2 days per week).</p> <p><b>Outcome 4:</b> Compile and share resources to enhance academics capacity to design education projects that will have national impact. (Ongoing).</p>
Purpose and focus of activities	Building, strengthening and drawing on the knowledge, skills and experience of award winning teachers from across Victoria and Tasmania.
Brief description of strategies to promote inter network collaboration	We will promote network activities through the following: <ul style="list-style-type: none"> <li>• The existing VICTAS PEN Website</li> <li>• The proposed series of workshops hosted by VICTAS PEN</li> <li>• Internal University Memos</li> <li>• Major Conferences and Events</li> <li>• Meetings with universities from Australia</li> </ul>
Timeline for activities	See “Activities”


Proposed network project team members and institutions	Rhonda Hallett – La Trobe University Carol Aeschliman – Swinburne Sherridan Emery – University of Tasmania Diana Cousens – RMIT Angela Carbone, Joy Whitton, Rachel Saffer – Monash University
Anticipated role of the network team	The project team will form an executive committee chaired by Associate Professor Angela Carbone.  The committee will be responsible for: <ul style="list-style-type: none"> <li>• Planning</li> <li>• Communications</li> <li>• Project Tracking</li> <li>• Budgeting</li> </ul>
Proposed OLT budget (Maximum \$30,000 GST not applicable)	
Institutional support pledged (including in-kind items)	

## Budget

Budget Items	Budget (ex GST) # Please round line items and totals to the nearest \$100.		
	OLT \$	Other \$	Total \$
<b>Personnel (e.g. teaching relief, research assistance, network management)</b>			
Project Officer – HEW 6 (0.2FTE, Step 1 (\$80,835)) * oncosts - will also maintain website and award booklet	\$18,915		\$17,000
Education Industry Liaison Partner – HEW 8 (0.35FTE, Step 1 (\$92,976)) * oncosts	\$38,074		\$34,000
Monash Team Members* (in-kind partnership contribution 0.05 per week notionally)		\$10,000	\$10,000
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
<b>Network support (team logistics e.g. phone bills, photocopying costs) N.B. Department funds cannot be used for asset purchase</b>			
5 x \$1,000 per partner institution		\$5,000	\$5,000
<b>Network activities (deliverable related e.g. venue hire, catering, printing)</b>			
Printing of Award booklets for distribution at end of year ceremony and events (1000 copies)	\$5,000		
VTAS Award Recipient Practical Tips Workshop (100 people)	\$6,000	\$1000	\$5,500
VTAS Showcase for OLT Funded projects in late 2016 or early 2017 (100 people)	\$6,000	\$1000	\$5,500
Project Team Meetings (x 4)	\$500	\$500	\$500
<b>Travel costs (e.g. airfares, accommodation, taxis for team or event presenters)</b>			
Travel expenses to connect with other L&T groups (ALTF, CADAD, HERDSA) distributed amongst core four members	\$5,000	\$5000	
Flights for 3 Tasmanian team members to attend 2 events (\$300 flight + \$200 1 night accommodation + \$50 transfers) x 3 members x 2 events	\$3,500		\$3,500
<b>TOTAL</b>	<b>\$82,989</b>	<b>\$34,500</b>	<b>\$117,489</b>
	<b>OLT</b>	<b>Other</b>	<b>Total</b>

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](mailto: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](mailto: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](mailto:learningandteaching@education.gov.au) if your contact details or institution change.