

## 2013 Promoting Excellence Network Proposal Form

ID \_\_\_\_\_  
(For OLT use only)

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### 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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Institutional postal address (Vice-Chancellor's Office)	Monash University Clayton campus Wellington Road Clayton Victoria 3800 Australia
Vice-Chancellor's email address	ed.byrne@monash.edu
(Lead) Institution	Monash University
School/ department/ faculty	Office of the Pro Vice-Chancellor (Learning and Teaching)
Institutional Contact Officer (ICO)	Kerry Allison
ICO's email address	kerry.allison@monash.edu

### Activity details

Name of original Promoting Excellence Network	Vic-Tas State-based Promoting Excellence Network
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<p><b>Aims 2014–2015</b></p>	<p>The VTAS Promoting Excellence Network has successfully operated for two years. In that time, the network has built strong relationships with project team members and has achieved a proven record of successful events and workshops.</p> <p>This further funding would allow us to continue to gather momentum and build on the successes of the previous years.</p>
<p><b>Outcomes 2014–2015</b></p>	<ol style="list-style-type: none"> <li>1. Maintaining and sustaining an active VTAS network.</li> <li>2. Continued PE staff support and training.</li> <li>3. Professional development related to sharing of systems, knowledge and processes that contribute to optimising learning and teaching.</li> <li>4. Fostering collaboration between VTAS and interstate PE Networks.</li> <li>5. Enabling post-project dissemination, engagement and therefore impact of research project outcomes and resources.</li> <li>6. Developing a sustainable social media presence for the network.</li> </ol>
<p><b>Implementation</b></p>	
<p>Brief description of network activities including the purpose/focus of activities.</p>	<ul style="list-style-type: none"> <li>• Project Team Meetings: The aim of these meetings will be to produce and finalise a calendar of events (dates/venues/ presenters) for 2014-15. (OUTCOME #1)</li> <li>• Developmental Sessions: These sessions are aimed at developing Promoting Excellence staff skills and providing dissemination events for OLT Secondees. (OUTCOMES #2 and #3)</li> <li>• PE Team Workshop: A small workshop for PE staff from Vic-Tas to share ideas and to undertake professional development. (OUTCOME #2)</li> <li>• VTAS Showcase: A showcase aimed at providing information about the experiences of OLT fellows and grant holders. (OUTCOME #5)</li> <li>• VTAS Network Workshop: Theme TBC. (OUTCOMES #3 and #4)</li> <li>• Teleconferences with interstate PEN leaders: These will encourage cross-fertilisation and knowledge sharing between the PENS. (OUTCOME #4)</li> </ul>
<p>Purpose/focus of activities (I have merged these two – see above)</p>	

<p>Brief description of strategies to promote inter network collaboration</p>	<p>To encourage collaboration between the National PENs, bi-annual teleconferences will be scheduled with network leaders to share knowledge with a view to discovering ways to become sustainable and to improve and enhance collaborations and impact and outcomes for PEN members and their institutions. We will also continue to foster our relationship with Q-PEN in particular through our involvement in a 'benchmarking exercise' we were invited to participate in, as well as engaging with our critical friend, Christine Grimmer, from Griffith University.</p> <p>We will also look at ways of increasing our presence online, including on social media platforms. To inform our strategy, we will undertake a short survey of project team members and workshop attendees to ask them how they publicise and find out about events and what sort of social media they use.</p>
<p>Timeline for activities  (please include a timeline of your key milestones for proposed activities)</p>	<ul style="list-style-type: none"> <li>• Project Team Planning Mtgs: Jan 2014, July 2014, Feb 2015 and (Final) June 2015.</li> <li>• Promoting Excellence Team Workshop: Tasmania – Feb 2014.</li> <li>• Developmental Sessions: OLT Secondees – June 2014 and Nov 2014.</li> <li>• VTAS Showcase Event for Fellow/Grant Holders: June 2014.</li> <li>• Final VTAS Network Workshop: June 2015.</li> <li>• Final Report submission: June 2015.</li> </ul> <p>Note: We have scheduled several events to occur at similar times to build momentum, maximise attendance and to ease the burden of organising events by merging events.</p>
<p>Proposed network team members and institutions</p>	<ul style="list-style-type: none"> <li>• John Hannon – La Trobe University</li> <li>• Janet Gregory, Gilly Salmon – Swinburne</li> <li>• Natalie Brown – University of Tasmania</li> <li>• Diana Cousens – RMIT</li> <li>• Angela Carbone, Kerry Allison, Rachel Saffer, Joy Whitton, Anicca Main, Bella Ross and Matt Hall – Monash University</li> </ul>
<p>Anticipated role of the network team</p>	<p>Given the strength of the Promoting Excellence Team, Monash is still well placed to lead this project ably assisted by the partnering institutions of La Trobe, Swinburne, UTAS together with RMIT (new inclusion in 2013). Bella Ross, the Project Officer (Monash), will provide a key role in administering the project, and communication (0.2FTE).</p>
<p>Proposed OLT budget (Maximum \$30,000 GST excl.)</p>	<p>\$30,000</p>
<p>Institutional support pledged (including in-kind items)</p>	<p>\$34,600</p>

## 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)	\$17,000	\$1,600	\$18,600
Monash Team Members (in-kind partnership contribution 0.05 per week notionally)		\$5,000	\$5,000
Swinburne Team Members (in-kind partnership contribution 0.05 per week notionally)		\$5,000	\$5,000
Latrobe Team Members (in-kind partnership contribution 0.05 per week notionally)		\$5,000	\$5,000
RMIT Team Members (in-kind partnership contribution 0.05 per week notionally)		\$5,000	\$5,000
UTAS Team Members (in-kind partnership contribution 0.05 per week notionally)		\$5,000	\$5,000
<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>			
Developmental Sessions with OLT Secondees (x 2)	\$4,000	\$500	\$4,500
VTAS Showcase for Fellows and Grant Holders	\$2,000	\$1,000	\$3,000
VTAS Network Workshop	\$2,000	\$500	\$2,500
Project Team Meetings (x 3)	\$1,500	\$500	\$2,000
<b>Travel costs (e.g. airfares, accommodation, taxis for team or event presenters)</b>			
PE Network Meeting (Tasmania)/Keynotes for Showcase Flights	\$3,500		\$3,500
Venue/Catering		\$500	\$500
<b>TOTAL</b>	<b>\$30,000</b>	<b>\$34,600</b>	<b>\$64,600</b>
	<b>OLT</b>	<b>Other</b>	<b>Total</b>

## Executive support and authorisation

I support this proposal on the basis of the attached information. 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 network activities.		
Title (Professor, Dr etc)	Professor	
First and last name	Darrell Evans	
Signature		
Position title	Pro Vice-Chancellor (Learning and Teaching)	
Institution/ Organisation/ Association	Monash University	Date: 22 August 2013

### Note:

- This proposal should not exceed **five** pages in total, excluding letters of support.
- Please save as a PDF and name the file according to the type (prop), program (pen), institution, network name and year, eg prop.pen.griffith.qpen.13
- Email the PDF to [learningandteaching@deewr.gov.au](mailto:learningandteaching@deewr.gov.au)
- All attachments should be incorporated within the document – only one file is to be submitted.

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The OLT is collecting your personal information to assess your grant application and to undertake statistical analysis in relation to the grants funded under the OLT Grants programs.

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- to confirm your eligibility for a grant
- to award prizes
- to maintain an ongoing relationship with you
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- in a review or evaluation of the Grants programs.

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