

Elder Conservatorium of Music
School Executive – Minutes 02/2022
 Friday 27 May 2022, 3:00 – 4:00pm, Schulz level 9

PRESENT: Carl, Graeme, Mark, Liz L, Stephen, Luke H, Luke D, George, Greta
 APOLOGIES: Anna

ITEM	DETAILS	ACTIONS / DECISION
Item 1	<p>Welcome, Apologies and any other business</p> <p>Graeme welcomed all to the meeting & advised that we would not speak to the standing items, the meeting would be dedicated to the up-and-coming School review</p>	
Item 2	<p>Business Arising</p>	
Item 3	<p>Standing Items:</p> <ul style="list-style-type: none"> • International • Budget & Planning • Learning & Teaching • Research 	
Item 4	<p>School Review:</p> <p>Documentation provided:</p> <ul style="list-style-type: none"> • Program restructure document - overview of current structure & proposed restructure of UG Programs. Committee advised that Jazz will not merge with classical & classical voice to form 'performance'. Instead, we will have Jazz Performance & Classical Performance majors. - brief discussion re loadings, titles, roles • SER - Academic & Unit template • TOR Academic & Unit review – Elder Con • Program Review template – each Head of Area / Portfolio to complete • 2014 - Elder Con review submission • 2014 - Director response to the review • 2014 - final report of the review • 2014 - Implementation plan • 2014 – 2018, Elder Con Strategic Plan • Elder Con SWOT – document put together for the 2021 school review, includes strengths, weaknesses, opportunities, threats <p>Carl & Greta spoke to the various documents provided and as starting point, the committee would look through all documentation.</p> <p>The next meeting will be brought forward to second week of July. Committee will then create a plan for moving forward with the review.</p>	<p>Greta to update restructure document to reflect change</p> <p>Greta to upload all documentation to box, including various data files provided, ie SELTS, student / staff profiles etc</p> <p>Greta to send program review templates to all Area & Portfolio Heads – due back July 8</p>
Item 5	<p>Any other business</p> <p>Elder Con instruments – after a meeting with the new Manager of L&R, it was suggested that we look at the large number of instruments in our store-rooms, in particular classical performance and get rid of those that will never be used</p>	<p>Greta to liaise with Heads of Areas / resident experts re instrument collections</p>