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## GCA Workplace Health and Safety Committee Membership

The current membership of the WHS committee is 8 members (*as at July 2021*) –

**Emeritus Professor Greg Whateley** – Chair (Internal)

**Navpreet Kaur** (Secretary)

**Assistant Professor Jotsana Roopram** (Internal)

**Anurag Kanwar** (Internal)

**Felicity Van** (Internal)

**Carlos Munoz** (Internal)

**Jason Whitfield** (Internal)

**James Manly** (Internal)

A profile on each member is provided -

## CHAIR



### **EMERITUS PROFESSOR GREG WHATELEY**

*DipT., B.Ed., B.Ed(Mus)., GradDipEdAdmin.,M.Ed(Mus).,Prof.D.,CertIVTAE. FAIM*

Emeritus Professor Whateley completed a *Diploma of Teaching* (with majors in Music and Psychology), a *Bachelor of Education* (Curriculum Design and Development), a *Bachelor of Music Education* (with a music education focus), a *Graduate Diploma in Educational Administration* (with a focus on Organisational Behaviour), a *Master of Education* (Assessment and Evaluation) and a *Doctorate* in Virtual Pedagogy. Throughout his teaching career he has maintained a keen interest in how and why people learn.

Dr Whateley began his teaching career (1975 – 1988) in the area of music and arts education at both primary and secondary level. He has taught at every level of formal education (K – PhD) and has either, taught and/or researched, in four States and five Countries.

He commenced his work in the tertiary sector at the *University of Tasmania* in Hobart (1989-90) as a Lecturer in Music Education. He moved to *Griffith University* on the Gold Coast (1991-1999) as a Lecturer/Senior Lecturer in Music Education. He served as Head of School - Arts and during that time managed the Film and Television Music postgraduate awards at the University and the *Queensland Conservatorium of Music* where he also served as Deputy Dean (External Relations). He became Associate Professor and Director of the *Central Queensland Conservatorium of Music* (2000-2003) where he co-founded (with Ian Bofinger) Australia's first 'Virtual Conservatorium'. He also held the position of Head of School - Arts and Manager, Business Initiatives in the Faculty of Education and Creative Arts.

He took the position of General Manager and Professorial Head of School at the *Australian Institute of Music* (2004 – mid 2005). He also held the position of Senior Visiting Fellow at the College of Fine Arts, University of New South Wales (2006 - 2008) and Director of Education and Quality at the National Centre for Language Training (an International Centre of Excellence at the University of New South Wales) from mid 2005 to end 2008. Greg held the position of Senior Visiting Fellow at Wesley Institute (2005- 2011) where he chaired the Academic Board and managed the Master of Music program (Arts Management strand). In 2008 Greg was appointed Principal of the *Australian International Conservatorium of Music*. He was also Consulting Chair of Arts Management at the Sydney Opera House in association with the Australian Institute of Music. In 2011, Greg accepted the post of Deputy Dean at *UWSCollege, University of Western Sydney* and later became the Dean of *The College* (Western Sydney University). For seven+ years Greg was the Chair of the Academic Board at the *Australian Institute of Music (AIM)*. Greg's teaching areas include Teaching Pedagogy, Human Behaviour, Organisational Leadership, Organisational Behaviour, Critical Management, Qualitative Research Methodology and Music History & Form.

Emeritus Professor Greg Whateley is currently **Consulting Deputy Vice Chancellor, Group Colleges Australia** researching and writing in the areas of Quality Management and eQuality. Greg retired from Teaching Research, Management and Leadership in October 2019. He is author of more than 320 external publications and advises in the areas of accreditation, quality assurance, government reporting, eLearning, mLearning, bLearning and Hybrid teaching and learning.

He is currently a Member of the Editorial Board for the *International Journal of Innovation, Creativity and Change*; a Reviewer for the *British Educational Research Journal*; a Reviewer for *IGI Global*; Co-Editor of the *GCA Publication Series*; Chair of the Board of Directors, *Australian Academy of Music and Performing Arts*, Chair of the Academic Board of *Stanfort Academy (Singapore)*; Chair of the Academic Senate of *UBSS*, Chair of the Academic Board of *the Australian Guild of Music Education*, Chair of the Advisory Board, *PAX Institute*, Member of *Elite Education Council*, Director *Group Colleges Australia*, and Chair and President, *Musicum20*. Greg is also a Fellow of the *Australian Institute of Management* and a Fellow of the *Australian College of Research*.

## SECRETARY



### **NAVPREET KAUR**

Navpreet completed her Bachelor of Commerce (Professional) in India from GND University in year 2015 before arriving in Australia.

Navpreet successfully completed her MBA (Accounting) in 2019 at UBSS.

She worked as a Student Assistant during Orientation at UBSS in T1, 2020 and as a Student Services Officer at UBSS, before assuming the role of **Assistant Academic Coordinator** in the Office of the Dean.

While operating with UBSS under 2 separate designations, she worked closely in assisting with students queries and offering contribution in the direction of achievement of student satisfaction.

Navpreet is the Secretary of the Academic Integrity Committee and the WHS committee.



## **ASSISTANT PROFESSOR JOTSANA ROOPRAM**

Jotsana has lectured for a number of years in the field of Hospitality Management at higher education institutions in South Africa. During this time, she worked closely with industry associates, developing and preparing students for junior management roles in the hospitality sector and mentoring junior staff for progression into senior roles. In the latter part of her career in South Africa she worked in academic administration and management as Head of Department managing a faculty of lecturers from diverse fields such as business, hospitality, tourism, sport and journalism. She has a national diploma in hospitality management, certificates in assessment design and development and a moderators' license from the sector training authority of South Africa.

She attained a Postgraduate Diploma and a Master of Education, specialising in *Higher Education* (University of Kwa-Zulu Natal in Durban, South Africa) before immigrating to Australia in 2014. Prior to joining UBSS in 2016, she was the College Operations Manager at Navitas in Sydney.

Jotsana is the **Deputy Dean – Student Experience** at UBSS. She is a professional member of the Institute of Managers and Leaders. In 2019, she completed a Graduation Certificate in Higher Education Academic Practice at the Higher Education Leadership Institute (HELI) and a Graduate Certificate in Business Administration at UBSS. Jotsana has lectured the subject Team Leadership and Change Management in the Bachelor of Business program at UBSS. Her research interests include leadership in higher education, student engagement and online learning; and governance and quality assurance in higher education.

Jotsana's expertise is in developing academic systems, policy implementation in administrative processes and procedures, online examination management and college operations.

Jotsana chairs the Threshold Standards Audit committee and is Secretary of the GCA Executive and Management committee and the Audit and Risk committee.



## **ANURAG KANWAR**

*BEd, LLB, LLM, GDLP, MAID, AARPI, FIML*

Anurag has over 15 years' experience in higher education all within the private higher education space. She is the executive secretary of the GCA Board of Directors. She is a former member of the IHEA Audit and Risk committee.

She is a prolific commentator on LinkedIn with over 5000 followers commenting on international education, technology and continuous experience. She is a practicing lawyer specializing in the area of corporate governance and risk. She is also an experienced lecturer and publishes in the area of international education and business law.

She is an associate of the Australian Risk Management Institute and a member of their education committee. She is a Fellow of the Australian Institute of Managers and Leaders and a member of the Change Management Institute of Australia. She is also a member of Law Ninjas online networking group for in-house lawyers and the former deputy convener of the admissions and compliance working group of IEAA. Outside of the international education and law space, Anurag is a member of the Career Progress Network Sydney Chapter a group dedicated to helping young people and immigrants gaining employment.

Anurag is currently the **Compliance and Continuous Improvement Director at Group Colleges Australia.**



## **FELICITY VAN**

Felicity started her finance career as an Office Manager for both Chartered and CPA accounting firms and has over 20 years' experience within the accounting field.

Felicity has worked in the Finance department of GCA since February 2011 where she started as Accounts Clerk. Since that time, she has taken on more responsibility, with her current role as Assistant Accountant and Personnel Officer. Felicity's role is diverse and encompasses administration of payroll and full accounting functions for the GCA Group.

Felicity complemented her many years of hands on accounting experience by completing her Diploma of Accounting in May 2021.

In her spare time Felicity enjoys spending time in the kitchen, improving on her yoga practice and reading.

Felicity is currently the **Assistant Accountant and Personnel Officer at Group Colleges Australia..**



## **CARLOS MUNOZ**

Carlos Munoz is the **Business Development & Admissions Director at Group Colleges Australia** and the manager at MyQual International. He has more than 12 years' experience within the Australia education industry with a focus on international marketing, student recruitment, admissions, team development and general marketing and management.

In 2009 Carlos started his career in education at MyQual International, an education agency in the Sydney CBD and helped achieve several accolades from Australian universities for excellent performance and student recruitment practices. Rising within the company, Carlos eventually started leading the team as manager and the agency became the biggest source of enrolments for Group Colleges Australia.

He has had several promotions within the organisation and in 2014 he became the Business Development & Admissions Director of GCA, formed the GCA Admissions Centre and became part of the GCA Management Team. The GCA Admissions Centre manages and coordinates all the business development, agent management, marketing and admissions operations of the organisation.

Carlos has completed an Associate of Arts in Business (Schiller, Switzerland), a Bachelor degree in International Business (EAFIT, Colombia) with majors in Marketing and International Relations and a Master in Business Administration (UBSS, Australia). He is also a NSW Justice of the Peace.

Carlos is a member of the Audit and Risk Committee (ARC) and the Work, Health and Safety Committee (WHS) at Group Colleges Australia.



## **JASON WHITFIELD**

Jason joined Group Colleges Australia, (GCA) in April 2003 and has helped to lead the enormous growth in technology use within GCA during that time.

Jason leads the GCA IT Department, implementing new technology for both teaching and administration, whilst ensuring that all technology in use at GCA is highly reliable, secure, and cost-effective.

In 2005, Jason managed the deployment of Interactive Whiteboard technology for all GCA classrooms, enabling GCA to deliver a superior student experience through a more engaging classroom environment.

In the same year, Jason managed the implementation of the Moodle Learning Management System, which is now used by thousands of other education institutions.

In 2015, Jason managed the transition of the entire GCA IT infrastructure to the Amazon Web Services (AWS) cloud platform, enabling the IT Infrastructure to become more scalable and flexible as the technology needs of GCA continued to grow.

In 2020, Jason managed the transition of GCA from face-to-face to fully online learning, by deploying ultra-modern classroom AV equipment and the Blackboard Collaborate online learning platform.

Jason has a Bachelor of Technology (Information and Communication Systems) from Macquarie University, and is a member of the Australian Computer Society (ACS).

Jason also has over 20 years' experience in Windows PC, Server and Network Administration, as well as extensive experience in Cyber Security, Cloud Computing, and Online Learning.

Jason is the **Training and Technical Services Manager** at Group Colleges Australia.



## **JAMES MANLY**

James has 20 years' experience in the education sector, having held several positions ranging from Administration, marketing and communication with a prominent educational institution based in Sydney.

James is a registered Justice of Peace in NSW Australia

James has completed the following qualifications;

Cert 3 and 4 in Information Technology

Cert 3 and 4 in Fitness

Advanced Diploma in Business Marketing

Graduate Certificate and Graduate Diploma in Business Administration

Masters of Business Administration

Personal achievement - James was selected as 1 of 250 people worldwide to compete in the 2017 "NYC Empire State building Run up event".