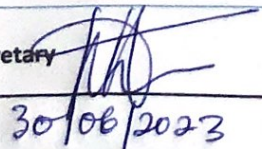
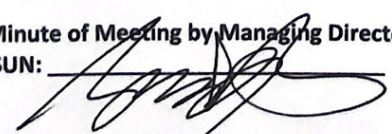


Academic Committee Meeting
ID: ACM23301

Date: 29.06.2023 Time Start: 3.30pm Time ended: 4.30pm	Present 1. Mr Sunny Sun – Director 2. Ms Avis James – committee Member 3. Ms Annabel Pasen – Committee Member
--	---

Agenda of Meeting

Item Discussed	Decision and Outcome
Accounting curriculum revision and update	The Accounting curriculum has been revised and updated by the Accounting Trainer to meet industry standards. The revised curriculum has been approved by the Academic Committee.
Course Outline Units availability	The Course Outline Units for all six Diploma Programs have been approved by the Academic Committee. They are currently available on etraininginpng.net and are exclusively accessible on the Admin WhatsApp group platform for trainers.
Competency-based training approach	ITJTC encourages all staff, especially trainers, to implement a competency-based training approach. The focus should be on practical, hands-on training and learning for the trainees, moving away from classroom theory. Trainees will be actively involved in learning through activities such as role-play, discussions, and presentations.
Collaboration with Keyrocco Accountant firm	The Academic Committee has approved the collaboration with Keyrocco Accountant firm from the industry to facilitate training for ITJTC students enrolled in Accounting programs.
Affiliation with professional associations	ITJTC is in the process of securing affiliation from Certified Practice Accountants, PNG Association of Administrative Professionals (PNGAAP), and PNG HRM Institute. The aim is to become a member of these associations, which will bring additional benefits and recognition to ITJTC.
Student Internship Training services availability	The Academic Committee has approved the availability of Student Internship Training services. ITJTC will provide Internship (OJT) opportunities on behalf of graduate students. Private and public institutions can contact ITJTC to request students for OJT placements.
Appreciation for Alumni graduates participating	The Academic Committee expressed appreciation to the three Alumni graduates who will be participating in the Dherst Audit Panel interview. These graduates are currently employed by the industry. The committee thanked them for their willingness to be a part of the interview process and wished them success.

Minute of Meeting Secretary MS. Annabel PASEN  30/06/2023	Approved Minute of Meeting by Managing Director Mr. Sunny SUN: 
---	---