GROUP BOARD CONSTITUTION

Established by Council: 1/06 7.4.97
Constitution last amended by Council: 1/2011 07.03.11
Last Amended: 13.11.2014

INTRODUCTION

1 The Group Board is the forum for consultation and collegial decision-making on all learning, teaching, and research activities within the Group.

INTERPRETATION

2 In this constitution, references to academic elements and academic management positions shall be as defined in Structure and Governance of Academic Groups of the University.

FUNCTIONS

3 The Group Board shall be responsible for:
   - appointing the Program Project Manager, and determining the membership of the Program Support Team for the development of a new program;
   - recommending to Programs Committee the approval of programs and academic plans, program changes and program withdrawals;
   - approving course outlines;
   - appointing Program Convenors and First Year Advisors;
   - conducting the Group Learning & Teaching Citation Process and the Griffith Learning and Teaching Grants;
   - receiving, evaluating and making recommendations to the Research Committee on the reports of the research centres attached to the Group;
   - making recommendations to the Research Committee on the establishment of research centres that involve Group membership.

4 The Group Board shall advise the Group Pro Vice Chancellor and the portfolio Deans on the following matters.

4.1 The Group Board shall advise on learning and teaching policy and practice and the management of learning and teaching, including:
   - the development and implementation of strategies to enhance learning and teaching quality and outcomes;
   - performance in the Learning KPIs and progress towards targets as set out in the Strategic Plan and in The Griffith Academic Plan;
   - the strategic development of the Group's program array;
   - the marketing of the Group's program array and strategies to recruit high achieving students;
   - the Group's international strategy and the marketing of its learning and teaching activities internationally;
   - strategies for promoting high quality and innovative teaching across the Group;
   - strategies for engaging Group staff in the scholarship of teaching and their development as university teachers.

4.2 The Group Board shall advise on research policy, the management of research and research training and develop the research operational plan to support the Griffith Research Plan including:
   - evaluation and review of the Group's performance in research and research training;
   - development of the Group's targets for research income and publications;
   - development of strategies to enhance the impact of the Group's research and the quality of research publications;
   - development of mechanisms to assist staff to meet research targets, including mentoring staff;
   - development of strategies to support and develop research centres and emergent areas, and the Group's research overall;
- development of staffing strategies to ensure that future academic appointments address research as well as teaching requirements and researcher depth in Research Centres;
- strategies to improve the Group's performance as a provider of research training, including research policy for Research Higher Degree students.

4.3 The Group Board shall advise on the implementation of the University's equity policies including:
- contributing to the Group Equity Plan, including student equity and equal employment opportunity, in the context of the University's equity plans;
- the implementation of the Group Equity Plan.

4.4 The Group Board shall advise on the implementation of workplace health and safety policy in the Group.

MEMBERSHIP

5 The membership of the Board comprises:
- the Dean (Academic) as Chair (ex officio);
- the portfolio Deans, and in the case of QCA and QCGU, the Directors;
- Heads of School directly associated with the Group;
- a representative of the Research Centre Directors directly associated with the Group;
- the Group Pro Vice Chancellor.

The Group Pro Vice Chancellor may approve Deputy Heads of School/Department and Deputy Deans/Directors as members.
The Group Pro Vice Chancellor may approve additional Research Centre Directors as members.
There shall be provision for co-opted members to ensure appropriate gender balance.
In consultation with the Group Pro Vice Chancellor, the Dean (Academic) may form an external Advisory Committee.

MEETINGS

6 The Group Board shall meet at least four times each calendar year.