A meeting of the Programs Committee was held on Thursday 5 February 2015 at 9.30am via videoconference in the Bray Centre (N54) Nathan campus, Room 2.06 and the Chancellery (G34), Gold Coast campus, Room 1.04.

Present: Apologies: Present by Invitation:
Prof Wendy Loughlin (Chair) Prof Richard John Dr Jane Fowler, Item 7
Prof Nick Buys Prof Ross Guest Prof Geoff Dean, Item 8
Prof Glenn Finger Prof Gary Rogers Dr Peter Bell, Item 8
Ms Kathy Grgic Dr Rene Hexel Ms Beth Alderman (Minute Secretary)
Assoc Prof Halim Rane Ms Louise Howard
Dr Anita Love
Dr Judith Williams
Ms Kathy Grgic

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MINUTES

1.0 CONFIRMATION OF MINUTES

1.1 The minutes of the 10/2014 (December) meeting were taken as read and confirmed.

2.0 DECLARATION OF INTERESTS

Nil

SECTION A: RECOMMENDATIONS AND REPORTS TO ACADEMIC COMMITTEE AND ITS SUB-COMMITTEES

3.0 PROGRAMS COMMITTEE 2015 WORK PLAN AND 2014 ANNUAL REPORT

3.1 An outcome of the 2010 Review of Academic Committee and its sub-committees is the requirement that an Annual Report be prepared for each committee and a Work Plan for the next year be developed for consideration at the Academic Committee.

3.2 Programs Committee considered the draft 2015 Annual Work Plan (2015/6009000) and the Programs Committee Annual Report for 2014 (2015/6009001).

3.3 Under the first activity in Section 4 of the Annual Work Plan, the Committee agreed to add a further activity to consider and provide advice to inform an appropriate review of the program approval process.

Resolution

3.4 Programs Committee endorsed the 2015 Annual Work Plan, subject to amendments outlined above (revised document 2015/6009007) and 2014 Annual Report (2015/6009001) for forwarding to Academic Committee for consideration.
4.0 HSV NEW PROGRAM PROPOSAL (2015/6003000)
1531 BACHELOR OF HUMAN SERVICES (HONG KONG)

4.1 Programs Committee, on the executive recommendation of the Dean (Learning & Teaching), Health Group (29 January 2015), considered the proposal to introduce a new offshore Bachelor of Human Services (Chinese University of Hong Kong, 1531), as contained in 2015/6003000, for introduction in September 2015.

4.2 The Committee noted the proposal was approved by Executive Group on Wednesday 4 February 2015.

4.3 The School of Human Services and Social Work proposed to introduce an articulation arrangement, and contractual agreement with the Chinese University of Hong Kong (CUHK), to offer the Bachelor of Human Services in Hong Kong. Students, who have successfully completed the CUHK Higher Diploma in Human Services, or successful completion of a comparable qualification to the Higher Diploma, will be eligible for admission to Bachelor of Human Services with 160 credit points of advanced standing to complete an additional 80 credit points to gain the award of Bachelor of Human Services; this 80 credit points will be taught off-shore in Hong Kong.

4.4 The University’s standard English language requirements for entry to undergraduate programs apply.

4.5 To be eligible for the award of Bachelor of Human Services (BHuServ) offered in Hong Kong, a student must acquire 240 credit points as prescribed below:
- gain 160 credit points of advanced standing;
- gain 80 credit points for courses offered by the School of Human Services in Hong Kong.

4.6 Dr Jane Fowler from the School of Human Services and Social Work attended the meeting to speak to the item.

4.7 In considering the proposal the following comments were made:
- The Dean (Learning & Teaching) Health Group advised this program is a good addition for the School and helps increase the offshore delivery offerings for the Group. The Committee noted Griffith has a strong relationship with CUHK.
- In accordance with the University’s Planning, Developing and Approving Transnational Programs Procedure, the Committee agreed the program’s graduate outcomes are equivalent to the University’s onshore program and that students enrolled in the transnational program are treated in a manner equivalent to students undertaking onshore program.
- The submission is to be amended to clearly state the language of instruction for the program is English.
- The Committee noted while only 50CP of third year courses are studied in the Griffith element of the program, at least 10CP of third year level content is included in the 160CP of advanced standing provided to students, thus the program meets the 60CP of third year level courses required for undergraduate programs.
- Dr Fowler advised that field placement is undertaken within the Higher Diploma in Human Services. The AHEGS configuration for the program is to include a statement that field placement was completed.
- The University is in the process of preparing the legal agreement with the Chinese University of Hong Kong, and until this has been finalised the program cannot be published on the University's Degree and Career Finder and Programs and Courses websites.

Resolution

4.8 Programs Committee, on the executive recommendation of the Dean (Learning & Teaching), Health Group (29 January 2015), resolved to recommend to Academic Committee:
- the proposal to introduce a new offshore Bachelor of Human Services (Chinese University of Hong Kong, 1531), subject to amendments outlined above and finalisation of the legal agreement (revised document number 2015/0009004), for introduction in September 2015.
- and that this program be accredited by the University for a period of 5 years up to December 2020.

5.0 CCJ NEW PROGRAM PROPOSAL (2015/6001003)
1532 BACHELOR OF INTERNATIONAL POLICING (SINGAPORE)

5.1 Programs Committee, on the executive recommendation of the Dean (Learning & Teaching), Arts, Education and Law Group (29 January 2015), considered the proposal to introduce a new offshore Bachelor of International Policing (1532) (Singapore), as contained in 2015/6001003, for introduction in Semester 1, 2016.

5.2 The School of Criminology and Criminal Justice proposed to introduce a new 240CP AQF level 7 Bachelor of International Policing as a stand-alone transnational program in Singapore in collaboration with the Singapore Ministry of Home Affairs, the Home Team Academy and the Singapore Police Force. Students eligible for admission will be granted 160 credit points advanced standing to complete 80 credit points to gain the award. The key aim of the program is to provide formal undergraduate training in support of career progression and promotion for professional officers within the Home Team Academy, which incorporates the Singapore Police Force.

5.3 To be admitted to the Bachelor of International Policing (offered in Singapore), a student will be required to:
- have completed a Diploma from a recognised Singapore Polytechnic (as approved by the Singapore General Police Scheme of Service); and
- graduated from the Basic Police Recruit Training Program (6 months full time + 6 months in-field probation) at the Home Team Academy (Singapore Police Academy); and
- a minimum of 5 years police service and experience (as evidence by professional portfolio and CV of career highlights).

5.4 To be eligible for the award of Bachelor of International Policing which is offered in Singapore, a student must acquire 240 credit points as prescribed below:
- gain 160 credit points of advanced standing
- gain 80 credit points for prescribed courses.

5.5 Professor Geoff Dean and Dr Peter Bell from the School of Criminology and Criminal Justice attended the meeting to speak to this item.

5.6 In considering the proposal the following comments were made:
- In accordance with the University's Planning, Developing and Approving Transnational Programs Procedure, the Committee agreed the program's graduate outcomes are equivalent to the University's onshore program, even though the programs are not identical and that students enrolled in the transnational program are treated in a manner equivalent to students undertaking onshore program.
- The submission is to be amended to clearly state the language of instruction for the program is English.
- The Committee noted the program concept was endorsed by Executive Group in December 2014. The Committee's approval is subject to the Initial Program Proposal and Business Plan being approved by Executive Group in February 2015.
- The University is in the process of preparing the legal agreement with the Singapore Government, and until this has been finalised the program cannot be published on the University's Degree and Career Finder and Programs and Courses websites.

Resolution
5.7 Programs Committee, on the executive recommendation of the Dean (Learning & Teaching), Arts, Education and Law Group (29 January 2015), resolved to recommend to Academic Committee:

- the proposal to introduce a new offshore Bachelor of International Policing (1532) (Singapore), subject to amendments outlined above, approval by Executive Group and finalisation of the legal agreement (revised document number 2015/6009005), for introduction in Semester 1, 2016;
- and that this program be accredited by the University for a period of 5 years up to December 2020.

6.0 QCM NEW PROGRAM PROPOSAL (2015/6001000) 9357 CONTINUING EDUCATION CERTIFICATE IN MUSICAL THEATRE

6.1 Programs Committee, on the executive recommendation of the Dean (Learning & Teaching), Arts, Education and Law Group (22 January 2015), considered the proposal to introduce a new non-award Continuing Education Certificate in Musical Theatre (9357), as contained in 2015/6001000, for introduction in Semester 1, 2015.

6.2 The Queensland Conservatorium proposed to introduce this full-time two semester non-award program which focuses on school leavers, whose prior studies in music have not been sufficient for direct entry into an undergraduate musical theatre degree program. It aims to develop technical, physical and musical skills required to audition for and/or perform in Musical Theatre. The program will be comprised of 70 credit points of non-award courses and one 10 credit point introductory first year award course titled “Introduction to Musical Theatre”.

6.3 Subsequent to the meeting and in consultation with the Academic Registrar, it has been determined this program will be classified as an ‘enabling’ program, which by Commonwealth government definition is “a course of instruction that enables a person to undertake a course leading to a higher education award”.

Resolution

6.4 Programs Committee, on the executive recommendation of the Dean (Learning & Teaching), Arts, Education and Law Group (22 January 2015), resolved to recommend to Academic Committee the proposal to introduce a new non-award Continuing Education Certificate in Musical Theatre (9357), subject to amendments outlined above (revised document number 2015/6009006), for introduction in Semester 1, 2015.

7.0 QCA MAJOR CHANGE PROPOSAL (2015/6001005) 4169 GRADUATE DIPLOMA OF DESIGN FUTURES

7.1 Programs Committee, on the executive recommendation of the Dean (Learning & Teaching), Arts, Education and Law Group (27 January 2015), considered the proposal for changes to the Graduate Diploma of Design Futures (4169) as contained in 2015/6001005, for implementation in Semester 2, 2015.

7.2 The Queensland College of Art revised the Master of Design Futures in 2014, increasing the volume of learning to 160CP over 2 years and introducing a Graduate Diploma of Design Futures as an entry and exit point, in addition to the existing Graduate Certificate program. It is proposed that the Graduate Diploma be changed to an exit point only from the Master of Design Futures (5594).

7.3 The program is due to commence in Semester 2, 2015 and as yet no students have applied to enter the program.

7.4 To be eligible for the award of Graduate Diploma of Design Futures (G Dip Des Futures), a student must acquire 80 credit points as prescribed below:

- gain 80 credit points for the prescribed courses.
Resolution

7.5 Programs Committee, on the executive recommendation of the Dean (Learning & Teaching), Arts, Education and Law Group (27 January 2015), resolved to recommend to Academic Committee the proposal for changes to the Graduate Diploma of Design Futures (4169) as contained in 2015/6001005, for implementation in Semester 2, 2015.

8.0 ENG MAJOR CHANGE PROPOSAL (2015/60004003)  
1501 BACHELOR OF ENGINEERING WITH HONOURS IN ELECTRONIC AND COMPUTER ENGINEERING/BACHELOR OF INFORMATION TECHNOLOGY

8.1 Programs Committee, on the executive recommendation of the Dean (Learning & Teaching), Griffith Sciences (29 January 2015), considered the proposal for changes to the Bachelor of Engineering with Honours in Electronic and Computer Engineering/Bachelor of Information Technology (1501), as contained in 2015/6004003, for implementation in Semester 1, 2015.

8.2 The School of Engineering proposed a change to the second semester first year course list to align the double degree with the program structure of the single Bachelor of Engineering with Honours in Electronic and Computer Engineering degree. The change is the correction of an error in the program proposal approved by Programs Committee in July 2014 and requires a change to the program structure and degree requirements.

8.3 To be eligible for the award of Bachelor of Engineering with Honours in Electronic and Computer Engineering/Bachelor of Information Technology (BEngHons/BInfTech), a student must acquire 400 credit points as prescribed below:

- gain 240 credit points of Engineering courses comprising:
  o 60 credit points at first year level and
  o 180 credit points for later year level courses;
- gain 160 credit points of Information Technology courses comprising:
  o 100 credit points at first year level (including 1303ENG Digital Systems and 1305ENG Engineering Programming deemed as Information Technology discipline courses) and
  o 60 credit points for later year level courses (including 3004ENG Project Management Principles deemed as an Information Technology discipline course);
- complete a minimum of 12 weeks (60 days) of approved experience in an engineering practice environment (or a satisfactory alternative) during their degree studies.

Resolution

8.4 Programs Committee, on the executive recommendation of the Dean (Learning & Teaching), Griffith Sciences (29 January 2015), resolved to recommend to Academic Committee the proposal for changes to the Bachelor of Engineering with Honours in Electronic and Computer Engineering/Bachelor of Information Technology (1501), as contained in 2015/6004003, for implementation in Semester 1, 2015.

9.0 GBS MAJOR CHANGE PROPOSAL (2014/0004419)  
5640/5552 MASTER OF INTERNATIONAL RELATIONS (OUA)

9.1 The Chair of Programs Committee, on the executive recommendation of the Dean (Learning & Teaching), Griffith Business School (18 December 2014), executively approved a proposal for changes to the Master of International Relations (5640/5552) offered via OUA, as contained in 2014/0004419, for implementation in OUA Session 1, 2015.
9.2 The Master of International Relations (5640/5552) programs have been approved for withdrawal. These programs are offered via OUA. The School proposes amendments to the transition arrangements to allow students to complete the program requirements.

9.3 The Griffith Business School proposed to amend the degree requirements and program structure for the 80CP Master of International Relations (5552) to allow part-time students to complete the core requirements of the program. Students currently complete 40CP core courses and 40CP elective courses.

9.4 To be eligible for the award of Master of International Relations (MIntRel), a student must complete eight units (80 credit points) as prescribed below:
- complete a minimum of three (30 credit points) core units; and
- complete a maximum of five (50 credit points) units from the listed electives.

9.5 The Griffith Business School proposed to amend the degree requirements and program structure for the 120CP Master of International Relations (5640). The approved transition arrangements require students to complete 12 prescribed courses. This includes two courses from a different provider which are priced at a higher level than Griffith courses. To avoid financially disadvantaging students an additional elective (similarly priced) will be added to the program. Students will also have the choice of completing a free-choice postgraduate elective course offered via OUA.

9.6 To be eligible for the award of Master of International Relations (MIntRel), a student must complete twelve units (120 credit points) as prescribed below:
- complete twelve core units (120 credit points).

Resolution

9.7 Programs Committee resolved to ratify the executive action of the Chair of Programs Committee to recommend to Academic Committee the proposal for changes to the Master of International Relations (5640/5552) offered via OUA, as contained in 2014/0004419, for implementation in OUA Session 1, 2015.

10.0 GBS MAJOR CHANGE PROPOSAL (2014/0004408)

5659 MASTER OF INTERNATIONAL BUSINESS/MASTER OF INTERNATIONAL RELATIONS
5639 MASTER OF BUSINESS/MASTER OF MARKETING
5637 MASTER OF BUSINESS/MASTER OF HUMAN RESOURCE MANAGEMENT
5638 MASTER OF MARKETING/MASTER OF SUPPLY NETWORK MANAGEMENT
5636 MASTER OF INFORMATION SYSTEMS/MASTER OF SUPPLY NETWORK MANAGEMENT

10.1 The Chair of Programs Committee, on the executive recommendation of the Dean (Learning & Teaching), Griffith Business School (11 December 2014), executively approved a proposal for changes to the above listed Griffith Business School programs, as contained in 2014/0004408, for implementation in Semester 1, 2015.

10.2 The Griffith Business School proposed changes to the suite of five double Masters degrees to clarify credit arrangements and to provide a second pathway of admission to the programs via a related Level 8 Graduate Certificate.

10.3 Changes to the admission requirements and degree requirements are outlined in the program proposal. There are no changes to the program structure.

Resolution

10.4 Programs Committee resolved to ratify the executive action of the Chair of Programs Committee to recommend to Academic Committee the proposal for changes to the above listed Griffith Business School programs, as contained in 2014/0004408, for implementation in Semester 1, 2015.
11.0 **ENG MAJOR CHANGE PROPOSAL (2014/0004988)**

**5648 MASTER OF ENVIRONMENTAL ENGINEERING AND POLLUTION CONTROL**

**5593 MASTER OF ENVIRONMENTAL ENGINEERING**

11.1 The Chair of Programs Committee, on the executive recommendation of the Dean (Learning & Teaching), Griffith Sciences (7 January 2015), executively approved a proposal for changes to the Master of Environmental Engineering and Pollution Control (5648) and the Master of Environmental Engineering (5593), as contained in 2014/0004988, for implementation in Semester 1, 2015.

11.2 The School of Engineering proposed changes to the admission requirements of the Master of Environmental Engineering and Pollution Control (5648) to include an admission pathway for students who hold a bachelor degree or bachelor honours degree in an environment related field with at least two years full-time equivalent relevant work experience. This change will align the admission requirements with those of the Master of Environmental Engineering (5593). A minor change to the wording of the admission requirements of the Master of Environmental Engineering (5593) is also proposed.

11.3 To be eligible for admission to the *Master of Environmental Engineering and Pollution Control*, students must hold:

- a three year Bachelor degree in Engineering from a recognised University (or another tertiary education institution of equivalent standing)
- OR a Bachelor degree or Bachelor Honours degree in an environment-related field from a recognised University (or another tertiary education institution of equivalent standing) with at least two years full-time equivalent relevant work experience
- OR a four year Bachelor degree or Bachelor Honours degree in Engineering from a recognised University (or another tertiary education institution of equivalent standing).

Students admitted to the program with a Bachelor Honours degree in Engineering (or equivalent four year Engineering undergraduate degree) will be eligible for 40 credit points of advanced standing towards the program.

11.4 To be eligible for admission to the *Master of Environmental Engineering*, students must hold:

- a three year bachelor degree in Engineering from a recognised University (or another tertiary education institution of equivalent standing)
- OR a bachelor degree or bachelor Honours degree in an environment-related field from a recognised University (or another tertiary education institution of equivalent standing) with at least two years full-time equivalent relevant work experience
- OR a four year bachelor degree or a bachelor Honours degree in Engineering from a recognised University (or another tertiary education institution of equivalent standing) and these students will be eligible for 40 credit points of advanced standing towards the program.

11.5 The University’s standard English language requirements for entry to postgraduate programs apply.

11.6 There are no proposed changes to the degree requirements for these programs.

**Resolution**

11.7 Programs Committee *resolved to ratify the executive action of the Chair of Programs Committee to recommend to Academic Committee the proposal for changes to the Master of Environmental Engineering and Pollution Control (5648) and the Master of Environmental Engineering (5593), as contained in 2014/0004988, for implementation in Semester 1, 2015.*
12.0 ENV MAJOR CHANGE PROPOSAL (2014/0004984)

1512/1516 BACHELOR OF URBAN AND ENVIRONMENTAL PLANNING/BACHELOR OF SCIENCE IN ENVIRONMENT

12.1 The Chair of Programs Committee, on the executive recommendation of the Dean (Learning & Teaching), Griffith Sciences (7 January 2015), executively approved a proposal for changes to the Bachelor of Urban and Environmental Planning/Bachelor of Science in Environment (1512/1516) as contained in 2014/0004984, for implementation in Semester 1, 2015.

12.2 The School of Environment proposed to change the award title of the program to Bachelor of Urban and Environmental Planning/Bachelor of Science to align with the award title of the single Bachelor of Science degree. There are no proposed changes to program content or program learning outcomes.

12.3 To be eligible for the award of Bachelor of Urban and Environmental Planning/Bachelor of Science (BUrbanEnvPlan/BSc), a student must acquire 400 credit points as prescribed below:
- the planning core of the Bachelor of Urban and Environmental Planning component together with the core courses and at least one of the listed majors in the Bachelor of Science component consisting:
  o 230 credit points for Bachelor of Urban and Environmental Planning courses comprising:
    ▪ 50 credit points at first year level and
    ▪ 180 credit points for later year courses.
  o 170 credit points for Bachelor of Science courses comprising:
    ▪ a maximum of 80 credit points at first year level including 1051SCG Science Revealed: Science, Technology and Society to be completed in Years 1, 2 or 3 and
    ▪ 30 credit points for 3991SCG Science Capstone Preparation and 3992SCG Science Capstone to be completed in Year 3 and
    ▪ 60 credit points for a major.
- complete no more than 130 credit points of courses at first year level for both awards
- complete at least 40 credit points of final year courses for each award (for the Environmental Science major in the Bachelor of Science - at least 10 credit points of electives must be completed at Year 3 level to meet this requirement).

Resolution

12.4 Programs Committee resolved to ratify the executive action of the Chair of Programs Committee to recommend to Academic Committee the proposal for changes to the Bachelor of Urban and Environmental Planning/Bachelor of Science in Environment (1512/1516) as contained in 2014/0004984, for implementation in Semester 1, 2015.

13.0 ENG MAJOR CHANGE PROPOSAL (2014/0004998)

1310/1311 BACHELOR OF ENGINEERING
1320 BACHELOR OF ENGINEERING WITH ADVANCED STUDIES
1321/1322 BACHELOR OF ENGINEERING/BACHELOR OF SCIENCE

13.1 The Chair of Programs Committee, on the executive recommendation of the Dean (Learning & Teaching), Griffith Sciences (8 January 2015), executively approved a proposal for changes to the Bachelor of Engineering (1310/1311), Bachelor of Engineering with Advanced Studies (1320), and Bachelor of Engineering/Bachelor of Science (1321/1322) as contained in 2014/0004998, for implementation in Semester 1, 2015.

13.2 In response to University policy requirements, the 0CP course 4002ENG Industry Experience has been withdrawn from offer from Semester 1, 2015. The School of Engineering proposed to amend the degree requirements of the above listed programs to remove the requirement to complete 4002ENG. The amended degree requirements can be found in the program proposal.
13.3 Changes to the program structures of the Engineering undergraduate programs which included this course have been made. Continuing students who have already completed 4002ENG prior to 2015 will be able to use it towards completion of the 60 days of Engineering professional practice, a requirement of Engineers Australia.

Resolution

13.4 Programs Committee resolved to ratify the executive action of the Chair of Programs Committee to recommend to Academic Committee the proposal for changes to the Bachelor of Engineering (1310/1311), Bachelor of Engineering with Advanced Studies (1320), and Bachelor of Engineering/Bachelor of Science (1321/1322) as contained in 2014/0004998, for implementation in Semester 1, 2015.

SECTION B: ACTION UNDER DELEGATED AUTHORITY

14.0 QIBT MAJOR CHANGE PROPOSAL (QIBT Doc 2014/04) ASSOCIATE DEGREE IN COMMERCE AND BUSINESS

14.1 The Queensland Institute of Business and Technology (QIBT) sought the University's approval for changes to the Associate Degree in Commerce and Business, as detailed in QIBT Doc 2014/04, for implementation in Semester 1, 2015.

14.2 QIBT proposed changes to the Associate Degree in Commerce and Business to align the curriculum with core knowledge and skills required by first and second year students studying in the commerce and business domain, and to mirror changes that have been made to related Griffith University degrees.

14.3 The Committee noted the proposal had been approved by the Griffith Business School Group Board and Heads of Department, and reflected changes to Griffith's Bachelor of Business degree.

Resolution

14.4 Programs Committee resolved to endorse the proposal for changes to Associate Degree in Commerce and Business, as detailed in QIBT Doc 2014/04 for implementation in Semester 1 2015.

15.0 PROGRAM LEARNING OUTCOMES

15.1 Programs Committee considered the following Program Learning Outcomes, for publication on the Programs and Courses website:

- Bachelor of Pharmacology and Toxicology (1528) (2014/0004661)
- Bachelor of Pharmacology and Toxicology with Honours (2118) (2014/0004663)
- Bachelor of Pharmacology and Toxicology/Bachelor of Business (1529) (2014/0004664)
- Bachelor of Pharmacology and Toxicology/Bachelor of Laws (1530) (2014/0004662).

15.2 The Committee acknowledged the Program Learning Outcome quality assurance work undertaken by Dr Jude Williams, Senior Program Development Consultant, Learning Futures.

Resolution

15.3 Programs Committee resolved to approve the finalised Program Learning Outcomes for the above listed programs for publication on the Programs and Courses website.
SECTION C: OTHER RECOMMENDATIONS AND REPORTS
(to persons/committees other than the parent committee/s)

Nil

SECTION D: MATTERS NOTED, CONSIDERED OR REMAINING UNDER DISCUSSION

16.0 CHAIR’S REPORT

16.1 The Chair reported on issues since the last meeting:
- Griffith University’s TEQSA Renewal of Registration application was successfully submitted in December 2014 and notification has been received that the application has been received and is complete.
- The Credit Transfer Officer is currently undertaking an audit of the credit arrangements between Griffith and Queensland Institute of Business Technology (QIBT) to ensure all arrangements are current.
- Open Universities Australia (OUA) have been experiencing issues with information on their website after changing the site to a new format. OUA and Griffith are working closely to rectify the issues and ensure accurate information is being displayed.

17.0 MEMBERSHIP

17.1 The Chair welcomed the following new members:
- Ms Louise Howard, nominated as representative for the Pro Vice Chancellor (Information Services).
- Associate Professor Halim Rane, appointed by the Pro Vice Chancellor (Arts Education and Law) as the academic staff member representing this Group for a term of two years to 31 December 2016.
- Dr Anita Love, appointed by the Pro Vice Chancellor (Griffith Business) as the academic staff member representing this Group for a term of two years to 31 December 2016.

17.2 The Committee acknowledged the valuable contributions of Ms Deb Howarth (INS), Associate Professor Ray Brown (AEL) and Associate Professor Ruth McPhail (BUS) during their terms of membership.

18.0 OTHER BUSINESS

18.1 The Academic Registrar advised that a review of the University’s Program Planning and Review Process is to be conducted in early 2015. The review will examine the process from concept to planning and publication and will include both the academic and administrative elements of the process.

18.2 The Committee discussed how the consultation process could be conducted to be most beneficial and informative, particularly in relation to input from Academic Groups. The Committee agreed the best approach would be for consultation with key stakeholders within each Group, as identified by the Dean (Learning & Teaching) and for stakeholders to be provided with information about the impetus for the review and possible questions to be asked in the consultation process.

19.0 NEXT MEETING

19.1 The next meeting of Programs Committee is scheduled to be held on Thursday 5 March 2015 at 9.30am via videoconference at the following venues:
- Room 2.06, Bray Centre (N54), Nathan campus
- Room 1.04, The Chancellery (G34), Gold Coast campus
- Room 2.27, Information Services (L03) Logan campus.
20.0  FUTURE ITEMS

Nil

Minutes Confirmed: ___________________________ Date: 5 March 2015

Prof Wendy Loughlin (Chair)
**DISTRIBUTION LIST**

**Committee Members**

<table>
<thead>
<tr>
<th>Name</th>
<th>Appointment Type</th>
<th>Term of Office</th>
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<tbody>
<tr>
<td>Professor Wendy Loughlin</td>
<td>Deputy Chairperson of Academic Committee</td>
<td>ex officio</td>
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<tr>
<td>(Chair)</td>
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<tr>
<td>Ms Kathy Grgic</td>
<td>Academic Registrar</td>
<td>ex officio</td>
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<tr>
<td>Professor Glenn Finger</td>
<td>Dean, Learning and Teaching (Arts, Education and Law)</td>
<td>ex officio</td>
</tr>
<tr>
<td>Professor Ross Guest</td>
<td>Dean, Learning and Teaching (Griffith Business School)</td>
<td>ex officio</td>
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<tr>
<td>Professor Nick Buys</td>
<td>Dean, Learning and Teaching (Griffith Health)</td>
<td>ex officio</td>
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<tr>
<td>Professor Richard John</td>
<td>Dean, Learning and Teaching (Griffith Sciences)</td>
<td>ex officio</td>
</tr>
<tr>
<td>Dr Judith Williams</td>
<td>Nominee for Dean, Learning Futures or Nominee</td>
<td>Two years (up to 31 December 2015)</td>
</tr>
<tr>
<td>Ms Louise Howard</td>
<td>Nominee for Pro Vice Chancellor, Information Services</td>
<td>Two years (up to 31 December 2016)</td>
</tr>
<tr>
<td>Associate Professor Halim Rane</td>
<td>Full-time academic staff member appointed by Pro Vice Chancellor (Arts, Education and Law)</td>
<td>Two years (up to 31 December 2016)</td>
</tr>
<tr>
<td>Dr Anita Love</td>
<td>Full-time academic staff member appointed by Pro Vice Chancellor (Business)</td>
<td>Two years (up to 31 December 2016)</td>
</tr>
<tr>
<td>Professor Gary Rogers</td>
<td>Full-time academic staff member appointed by Pro Vice Chancellor (Health)</td>
<td>Two years (up to 31 December 2015)</td>
</tr>
<tr>
<td>Dr Rene Hexel</td>
<td>Full-time academic staff member appointed by Pro Vice Chancellor (Griffith Sciences)</td>
<td>Two years (up to 31 December 2015)</td>
</tr>
<tr>
<td>Ms Sharon Clifford</td>
<td>Secretary</td>
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Vice Chancellor – Professor Ian O’Connor
Senior Deputy Vice Chancellor – Professor Ned Pankhurst
Academic Provost – Professor Adam Shoemaker
Deputy Vice Chancellor (Engagement) – Professor Martin Betts
Pro Vice Chancellor (Arts, Education and Law) – Professor Paul Mazerolle
Pro Vice Chancellor (Business) – Professor Michael Powell
Pro Vice Chancellor (Health) – Professor Allan Cripps
Pro Vice Chancellor (Sciences) – Professor Debra Henly
Pro Vice Chancellor (International) – Professor Sarah Todd
Dean, Learning Futures – Professor Alfred Lizzio
Dean, Graduate Research School – Professor Sue Berners-Price
Director, Student Admin – Ms Cathy McGrath
Student Systems Operations Manager – Mr Pascal Boucher
Manager, Business Intelligence – Ms Anh Nguyen
Technical Manager Griffith Sciences Technical Services (Nathan) – Mr George Klich
Technical Manager Griffith Sciences Technical Services (Gold Coast) – Mr Stephen Boyd
Student Services, Nathan (with attachments) – Ms Vicki Tolstof
Deputy Academic Registrar (with attachments) – Ms Karen van Haeringen
Secretary, Academic Committee (with attachments) – Ms Tasha Langham

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