ARTS, EDUCATION AND LAW GROUP BOARD

A meeting of the Arts, Education and Law Group Board was held at 11.30am on Thursday 26 June in the AEL Boardroom, Education building (M06), Mt Gravatt campus.

MINUTES

PRESENT:
Professor Marcus Lane (Chair)
Professor Paul Mazerolle
Professor Glenn Finger
Professor Scott Harrison
Professor Paul Cleveland
Professor Chris Lee
Professor Pene Mathew
Professor Herman van Eyken
Professor Cliff Goddard
Associate Professor Ray Brown
Dr Christopher Klopper
Dr Hennessey Hayes (representing Associate Professor Janet Ransley)
Sue Smith
Jill Misson (Secretary)

APOLOGIES:
Associate Professor Janet Ransley
Professor Gerry Docherty
Professor Greer Johnson

1.0 MEMBERSHIP
On behalf of members, the Chair welcomed Professor Pene Mathew, to her first meeting of the AEL Group Board as Dean/HoS Griffith Law School.

2.0 CONFIRMATION OF MINUTES
The minutes of the 1/2014 meeting of the Arts, Education and Law Group Board were taken as read and confirmed.

3.0 DECLARATIONS OF INTERESTS
Nil

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

2.0 GLS MAJOR CHANGE/NEW PROGRAM PROPOSAL 2014/0004126
BACHELOR OF LAWS WITH HONOURS

2.1 The Arts, Education and Law Group Board on the recommendation of the Griffith Law School, considered a Major Change/New Program Proposal, proposing to introduce an embedded Honours component in the Bachelor of Laws, as detailed in 2014/0004126, effective semester 1, 2015.

4.2 The revised undergraduate Law programs were approved by the AEL Board at the 4/2013 meeting and by Programs Committee at the 12/2013 meeting. The approved submissions noted that proposals for an AQF compliant embedded Honours program would be developed in 2014.

4.3 The term “embedded honours” refers to the award of Honours on the basis of a differentiated study program within a Bachelor degree (AQF Level 7) program which is four or more years (full-time equivalent) in length. Students who meet specified
admission criteria may apply to change programs to the AQF Level 8 Bachelor Honours degree and on successful completion receive the award with Honours.

4.4 Members noted that the Griffith Law School's Bachelor of Laws and Honours program will differ from the model to be offered by University of Queensland (UQ) and Queensland University of Technology (QUT) from 2015. UQ and QUT Law programs will follow a ‘concurrent honours’ program. This is a Bachelor Honours degree (AQF Level 8) of four or more years in length which may be studied concurrently with the bachelor degree, with the honours typically included in the final year/s of the program, referred to as “concurrent honours”. In a concurrent Bachelor Honours Degree there is no differentiated study program and all students awarded the degree receive one award the Bachelor of X with Honours. The classes of Honours degrees awarded in concurrent honours will be Class I, Class IIA, Class IIB and Class III. In embedded honours (the Griffith Law School model) the classes of Honours degrees awarded will be Class I, Class IIA, and Class IIB.

4.5 Consultation on an appropriate Honours model for the Law programs was undertaken with staff from the Law School, the Law student representative associations on both Nathan and Gold Coast campuses and with members of the Visiting Committee.

4.6 To be eligible for entry into the Honours programs students will have to meet a minimum GPA of 5.5 over the first three years in their current program. Approved students will then transfer into the Honours program and complete their fourth and final year of study.

4.7 Dr Therese Wilson, Deputy Head of School (L&T) Griffith Law School attended the meeting to speak to this item and the following comments were noted:

- The implementation of the Griffith Honours model will reinforce the distinctiveness of the law program from its main competitors, UQ and QUT
- The honours program will provide students with a genuine pathway to HDR study.
- The revised Law program will give students a choice of pathways unlike the UQ and QUT model.
- The UQ and QUT model allows students to graduate with 3rd class honours. The Griffith model will award down to a Class 2B.
- Members of the profession indicated they are more interested in the GPA that the student has achieved and 3rd class honours with a GPA of 4.0 was not that impressive
- Students not undertaking the Honours pathway have the opportunity of graduating with a Bachelor of Laws with distinction if they achieve a minimum GPA of 6.0 throughout their studies

4.8 Members of the Board unanimously agreed to support the Griffith Law School Honours model and congratulated the School on the development of a distinctive undergraduate Law program.

Resolution

4.9 The Arts, Education and Law Group Board, resolved to recommend to Programs Committee a Major Change/New Program Proposal proposing to introduce an embedded Honours component in the revised Bachelor of Laws programs, as detailed in #2014/0004126 effective Semester 1, 2015.

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<th>Action item</th>
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<tr>
<td>Forward New Program Proposal #2014/0004126 to Secretary Programs Committee.</td>
<td>Committee Secretary (action taken)</td>
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5.0 HUM MAJOR CHANGE PROPOSAL 2014/0004123
1023 BACHELOR OF ARTS (OUA)

5.1 The Arts, Education and Law Group Board on the recommendation of the School of Humanities, considered a Major Change Proposal proposing major changes to the OUA offering of the Bachelor of Arts program as detailed in #2014/0004123 effective semester 1 2015.

5.2 The current Bachelor of Arts offered through OUA consists of eight majors with a large number of units on offer from which students can select for their major: Art History (13 units), Australia and the Pacific Region (22 units), Communications (16 units), Australian Studies (19 units), History and Politics (19 units), Literature and Composition (11 units), Religion (8 units), and Sociology (15 units). Only 54% of units are currently offered by Griffith University.

5.3 The revised program will have ten majors: Art History, Asia and the Pacific Region, Creative Writing, History and Cultural Heritage, Journalism, Literature, Media Studies, Public Relations, Screen Culture, and Sociology. Students will need to complete a total of five compulsory core units offered by Griffith University (four in first year and one in second). Students will be able to nominate to complete one OR two majors of 60CP each. Majors are limited to the units tightly focussed in those areas and provided by Griffith wherever possible. The revised program will also offer electives drawn from units available through Griffith University and provider universities where necessary. These electives ensure the student has the flexibility to tailor their Program to suit their needs. The program will introduce two new units only with the addition of other units being drawn from existing Griffith units offered via OUA.

5.4 Professor Chris Lee, Head of the School of Humanities spoke to this item and the following comments were noted:

- The revised program will have a focus on Griffith units at core and major level, and electives from provider universities where required, and will meet the aim of preparing each student to meet Griffith Graduate outcomes
- In the revised program, two core skills-based units, Academic Writing, and Developing Research and Analytical Skills, will address entry level skills and add value in academic literacy to a wide variety of students.
- Three core content-based units will ensure all students will experience key learning outcomes relevant to an Arts Program by the end of first year. Clear student pathways will enable students to make well informed and straightforward choices as their study proceeds.
- The OUA offering of the Bachelor of Arts is decidedly different to the program offered on campus. This is specifically to cater for the more diverse cohort enrolling in the OUA units.

5.5 Members congratulated the School of Humanities in developing a more focussed Bachelor of Arts program and recommended that the majors be reviewed in 2016.

Resolution

5.6 The Arts, Education and Law Group Board resolved to recommend to Programs Committee a Major Change Proposal proposing major changes to the OUA offering of the Bachelor of Arts program as detailed in #2014/0004123 effective semester 1 2015.

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6.0 5 YEAR PROGRAM REVIEW REPORT (#2014/0004113 and #2014/0004114)
CCJ POST GRADUATE SUITE OF CRIMINOLOGY AND CRIMINAL JUSTICE PROGRAMS

6.1 The Arts, Education and Law Group Board, on the executive recommendation of the Dean (L&T) considered the 5 year program review report from the School of Criminology and Criminal Justice for the Master of Criminology and Criminal Justice, the Master of Criminology and Criminal Justice with Honours, the Graduate Certificate of Criminology and Criminal Justice and the Graduate Certificate in Crime Analysis as detailed in the documents 2014/0004113 and 2014/0004114.

6.2 Dr Hennessey Hayes from the School of Criminology and Criminal Justice spoke to this item. Members were advised that the Program Review Committee was chaired by the Dean (L&T) Griffith Health, Professor Nick Buys.

6.3 It was noted that the postgraduate Criminology and Criminal Justice programs were the focus of the one program review as all of the programs draw on the same suite of courses.

6.3 Members noted that the Master of Criminology and Criminal Justice with Honours and the Graduate Certificate in Crime Analysis have been withdrawn as they were not AQF compliant. The Graduate Certificate in Crime Analysis was also considered as an unviable offering due to sustained low enrolments.

6.4 The Review Committee recommendations were noted and members agreed that the report was extensive and detailed. The programs have been reviewed in order to not only meet AQF compliance but provide the School with a more focussed and strategic offering of postgraduate criminology and criminal justice programs.

6.5 It was noted that the preliminary discussions that have been held with criminal justice agencies should continue to promote the benefits of further study and so grow the program. It is envisaged that collaboration with criminal justice agencies through increased Master of Criminology and Criminal Justice academics-school interaction, the intensive delivery of courses and the development of projects that meet the school's specific research needs could lead to growth in numbers.

6.6 Members also considered the Implementation Plan and noted actions already taken to withdraw non AQF compliant programs and a major change proposal for the Graduate Certificate / Master of Criminology and Criminal Justice programs that had been approved by Programs Committee in order to fulfil AQF stipulations. Future actions were also noted with a stage 1 introduction covering the review recommendations 1 – 5 and 8 – 15 and stage 2 introduction covering recommendations 5 – 9.

6.7 The Chair congratulated the Review Committee and the School of Criminology and Criminal Justice for their efforts in reviewing the postgraduate criminology and criminal justice programs.

Resolution

6.8 The Arts, Education and Law Group Board resolved to recommend to Programs Committee the 5 year program review report and implementation plan from the School of Criminology and Criminal Justice for the Master of Criminology and Criminal Justice, the Master of Criminology and Criminal Justice with Honours, the Graduate Certificate of Criminology and Criminal Justice and the Graduate Certificate in Crime Analysis as detailed in the documents 2014/0004113 and 2014/0004114.

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7.0 5 YEAR PROGRAM REVIEW REPORT (#2014/0004021 and #2014/0004115)
HUM SCHOOL OF HUMANITIES UNDERGRADUATE HONOURS PROGRAMS

7.1 The Arts, Education and Law Group Board, on the executive recommendation of the Dean (L&T) considered the 5 year program review report from the School of Humanities for the Humanities Honours Programs as detailed in the documents 2014/0004021 and 2014/0004115.

7.2 Professor Chris Lee, Head of the School of Humanities spoke to this item. Members were advised that the Program Review Committee was chaired by Professor Kate Hutchings from the Griffith Business School.

7.3 Members noted the following:
- the program was last reviewed in 2009 where is was recommended to unify the offering of the Honours program under the banner Humanities Honours Program similar to other offerings in Griffith Sciences and Griffith Business School. Students could undertake their honours component in either Arts, Journalism or Communication.
- As the program under this banner was not AQF compliant it is necessary to offer an end on honours program in each of the undergraduate disciplines – Bachelor of Arts with Honours, Bachelor of Journalism with Honours and Bachelor of Communication with Honours.
- The programs will also be available online for the first time from 2015. This would be especially attractive to eligible students who complete the Bachelor of Arts through OUA.
- The Group should investigate the rationalisation of research courses on offer. It would be advantageous to offer common research methodology courses at level 7 and level 8 across all disciplines in the Group.

7.4 The Chair congratulated the Review Committee and the School of Humanities for their efforts in reviewing the School’s Honours programs.

Resolution

7.5 The Arts, Education and Law Group Board resolved to recommend to Programs Committee the 5 year program review report and implementation plan from the School of Humanities for the Humanities Honours program as detailed in the documents 2014/0004021 and 2014/0004115.

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8.0 5 YEAR PROGRAM REVIEW REPORT(#2014/0004118 AND 2#014/0004119)
LEARNING FUTURES – 3044 GRADUATE CERTIFICATE IN HIGHER EDUCATION

8.1 The Arts, Education and Law Group Board, on the executive recommendation of the Dean (L&T) considered the 5 year program review report and implementation plan from Learning Futures as detailed in the documents 2014/0004118 and 2014/0004119.

8.2 Professor Alf Lizzio, Director (Learning Futures) spoke to this item. Members were advised that the Program Review Committee was chaired by Associate Professor Wendy Loughlin, Chair of Programs Committee and Deputy Chair of Academic Committee.

8.3 Members noted the following:
The purpose of the review of the Graduate Certificate in Higher Education was to assess the performance and quality of the current program in preparation for curriculum renewal and the development of a revised program to be implemented in 2015. In addition, the review included an audit of the program’s alignment with the National Standards for Higher Education and with the requirements of the Australian Qualifications Framework (AQF).

Members noted the current program was introduced in 2009 and replaced the previous 2x20CP courses with 4x10CP courses typically studied part-time over 2 years.

It is proposed to revise the program to better align with the University’s strategic priorities related to learning and teaching as described in the Academic Plan 2013-2017, to ensure the revised program contains sufficient opportunities for theory, practice and interpretation and application and to develop a professional learning framework that articulates a range of professional learning activities.

A major change proposal has also been submitted for the Board’s consideration proposing changes in line with the Review Committee’s recommendations.

The Chair congratulated the Review Committee and Learning Futures for their efforts in reviewing the Graduate Certificate in Higher Education program.

Resolution

8.5 The Arts, Education and Law Group Board resolved to recommend to Programs Committee the 5 year program review report and implementation plan from Learning Futures for the Graduate Certificate in Higher Education program as detailed in the documents 2014/0004118 and 2014/0004119.

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9.0 LFC MAJOR CHANGE SUBMISSION 2014/0004120 3044 GRADUATE CERTIFICATE IN HIGHER EDUCATION

9.1 The Arts, Education and Law Group Board on the recommendation of Learning Futures, considered a Major Change proposal proposing major changes to the Graduate Certificate in Higher Education, effective semester 1, 2015.

9.2 Learning Futures proposed changes to the Graduate Certificate in Higher Education in response to the 5 year review of the program conducted in 2013. The program review panel assessed the performance and quality of the current program and recommended the program be significantly revised in order to:

- Be a modularised program and offer a more flexible delivery mode
- Strengthen between theory and practice
- Closely align with the University’s learning and teaching priorities
- Incorporate best practice in blended learning and work integrated learning
- Incorporate a range of professional learning into the program and provide a pathway between professional learning, induction activities and formal studies.

Resolution

9.3 The Arts, Education and Law Group Board resolved to recommend to Programs Committee a Major Change Proposal proposing major changes to the Graduate Certificate in Higher Education as detailed in #2014/0004120 effective semester 1 2015.
10.0 ABSENCE ON OFFICIAL UNIVERSITY BUSINESS POLICY

10.1 At its 30 April meeting, Executive Group considered a memorandum from the VP (Corporate Services) dated 16 April 2014 titled “Policy on Absence on Official University Business”, as well as a copy of the draft revised policy.

10.2 Executive Group raised the following issues concerning the implementation of the policy:
- in order to monitor compliance with the policy in Academic Groups, it was suggested that the development of a simple form which captured information on all absences within a School/Group would be beneficial.
- although working from home was a separate issue to that of absence on official University business, the VP (Corporate Services) advised that any policy statements on the former would need to endorsed by Executive Group.

10.3 In order to develop a consistent approach across Academic Groups to the two issues identified above, as well as any other issues relating to the implementation of the policy on official absences, the Vice Chancellor recommended that this matter be referred to Group Boards for further consideration with a report back to a future meeting of Executive Group.

10.4 The following feedback from members was noted:
- should be noted that staff need to apply in a very timely manner
- the inclusion of acknowledgement that if appropriate, risk assessment has been undertaken
- the form should be consistent with school based forms.

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<td>Forward feedback to the Executive Officer Vice President (Corporate Services).</td>
<td>Committee Secretary</td>
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11.0 CCJ NEW PROGRAM PROPOSAL 2014/0004128
BACHELOR OF CRIMINOLOGY AND CRIMINAL JUSTICE WITH HONOURS – GOLD COAST

11.1 The Arts, Education and Law Group Board on the recommendation of the School of Criminology and Criminal Justice, considered a New Program proposal proposing to introduce a Bachelor of Criminology and Criminal Justice Honours program at the Gold Coast campus effective semester 1, 2015.

11.2 The School of Criminology and Criminal Justice proposes to extend the offering of the Bachelor of Criminology and Criminal Justice with Honours to the Gold Coast in order to address growing demand and ensure equity in program offerings across campuses.

11.3 Dr Hennessey Hayes from the School of Criminology and Criminal Justice spoke to this item. Members noted the following:
- Griffith University’s School of Criminology and Criminal Justice is one of the largest, best regarded and fastest growing communities of criminology and criminal justice scholars in the world. Internationally renowned for its ground-breaking research, innovative teaching, and close collaborative links with practitioners and partners, Griffith criminology is distinctive because of its focus and commitment to addressing problems of concern to the community
- The number of enrolments in the BCCJHons at the MG campus increased significantly in 2014. In semester 1, 2014 this number was 17 students, effectively doubling the number of students in Semester 1.
- Enrolment figures also show a substantial increase in Gold Coast students enrolling in the Bachelor of Criminology and Criminal Justice, from 82 in 2012 to 136 in 2014, with the first cohort of students due to graduate in mid-2014. Given
the cohort of Gold Coast undergraduate students who will be prepared for honours in 2015, as well as the media and public focus on crime on the Gold coast, 2015 is an opportune time to expand the BCCJHons with Honours to the Griffith University Gold Coast campus.

Resolution

11.4 The Arts, Education and Law Group Board resolved to recommend to Programs Committee a New Program Proposal to introduce a Bachelor of Criminology and Criminal Justice with Honours program as detailed in #2014/0004128, at the Gold Coast campus effective semester 1, 2015.

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SECTION B: ACTION UNDER DELEGATED AUTHORITY OR EXECUTIVE ACTION

The Arts, Education and Law Group Board resolved to ratify the following executive approvals:

12.0 PROGRAM PROPOSALS EXECUTIVELY APPROVED

- 6017 Doctor of Musical Arts (major change #20140004047)
- 1302 Bachelor of Digital Media (major change #20140004046)
- TBA Graduate Diploma of Arts Research Studies (new program #20140004083)
- TBA Graduate Diploma of Criminological Research Studies (new program #20140004073)
- TBA Graduate Diploma of Law Research Studies (new program #20140004085)
- 5653 Master of Interactive Media (major change/program title change #20140004102)
- TBA Master of Arts in Visual Arts (major change #20140004103)
- 1016/1021 Bachelor of Arts (major change #20140004060)
- 1049/1050/1060 Bachelor of Education – Primary (major change #20140004105)
- 5587 Master of Teaching (major change #20140004104)
- 1230_1293 Bachelor of Arts/Bachelor of Business (major change #20140004106)
- 1229_1294 Bachelor of Arts/Bachelor of Commerce (major change #20140004287)
- 3193 Graduate Certificate in Australian Migration Law and Practice (major change #20140004064)
- 5298 Master of Music Studies (major change #20140004090)

13.0 PROGRAM WITHDRAWALS EXECUTIVELY APPROVED

- 5547 Master of Training and Development – Singapore (#20140004045)
- 5117/5129 Master of Education (#20130005482)
- 3095_4119 Graduate Certificate/Graduate Diploma of Music Technology (#20140004091)
- 5564 Master of Teaching (Professional Practice) (#20140004065)
- 1056 Bachelor of Technology Education (#20140004068)
- 5283 Master of Arts in Visual Arts (#20140004066)
- 5285/3089 Graduate Certificate/Master of Digital Design (#20140004067)
- 8024 Diploma of Criminology and Criminal Justice (#20140004078)
- 4163/3278 Graduate Diploma in Research Studies - AEL (#20140004107)

14.0 MINOR CHANGE PROGRAM PROPOSALS EXECUTIVELY APPROVED

- 5601 Master of Education (#20140004043)
- 1302 Bachelor of Digital Media (#20140004035)
15.0 AQF COMPLIANCE PROGRESS UPDATE

15.1 The Board noted that the Arts, Education and Law Group has achieved 100% compliance in all undergraduate and postgraduate programs and is the first Group in the University to do so.

15.2 The Dean (L&T) acknowledged the PVC in allocating appropriate resources in the appointment of Dr Christopher Klopper as AEL AQF Compliance Manager. This was a very strategic appointment that met with a highly successful outcome.

15.3 The Chair on behalf of the Board extended special congratulations and appreciation to Dr Christopher Klopper in successfully managing the Group’s transition to meet AQF compliance requirements.

16.0 ROUND 1 OFFICE FOR LEARNING AND TEACHING GRANTS

16.1 The Board noted the Vice-Chancellor and the Academic Provost recent advice on the success of the following Griffith academic staff in the 2014 national Office for Learning and Teaching fellowship and grant schemes:

**Associate Professor Gemma Carey**, from the Queensland Conservatorium, has been awarded an Innovation and Development grant of $225,000 in Round 1 of the 2014 scheme to lead a project entitled, *Transforming one-to-one learning and teaching in conservatoires: strategies and resources for improving pedagogical practices*. This project will contribute further to the significant body of nationally funded scholarly work in learning and teaching emerging from the QCGU. Associate Professor Carey will work with partners at the University of Melbourne, the University of Queensland, the University of New South Wales and Guildhall School of Music in London.

**Associate Professor Karen Martin**, from the School of Education and Professional Studies, has been awarded a prestigious National Teaching Fellowship of $90,000 for an important sector-wide program entitled, *Aboriginal Studies In Higher Education in the 21st Century: a framework for learning; teaching; leadership and change*. Associate Professor Martin’s Fellowship will involve collaborative work with Griffith’s colleagues in this area, as well as specialists from Charles Darwin University and Bachelor Institute in the Northern Territory, James Cook University, University of Notre Dame, and the University of New England. The Fellowship also involves valuable collaborations with international scholars in Canada and New Zealand.

**Dr Georgina Barton and Dr Kay Hartwig**, also from the School of Education and
Professional Studies, have been awarded $220,000 in Round 1 of the 2014 learning and teaching Innovation and Development grants scheme. They are co-leaders on a project of key national significance entitled, *Improving work placement for international students, their mentors and other stakeholders*, and will engage with project partners at QUT, Curtin, Deakin, Monash, and Southern Cross universities.

**Noted**

17.0 **OTHER BUSINESS**

18.0 **NEXT MEETING**

18.1 The Board noted the confirmed dates for 2014 meetings of the AEL Group Board.

Confirmed: ___________________________

            (Chair)

Date: ___________________________