GRIFFITH UNIVERSITY

ARTS, EDUCATION AND LAW GROUP BOARD

A meeting of the Arts, Education and Law Group Board was held at 11.30am on Thursday 15 August, 2013 in the AEL Group Boardroom 3.21, Education Building (M06), Mt Gravatt campus.

MINUTES 3/2014

<table>
<thead>
<tr>
<th>PRESENT:</th>
<th>APOLOGIES:</th>
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<tbody>
<tr>
<td>Professor Marcus Lane (Chair)</td>
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<td>Professor Glenn Finger</td>
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<td>Professor Paul Mazerolle</td>
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<td>Professor Gerard Docherty</td>
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<td>Professor Paul Cleveland</td>
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<td>Professor Donna Pendergast</td>
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<td>Associate Professor Janet Ransley</td>
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<td>Professor Cliff Goddard</td>
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<td>Associate Professor Jock MacLeod</td>
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<td>Professor Herman Van Eyken</td>
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<td>Associate Professor Don Lebler</td>
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<td>Professor William MacNeil</td>
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<td>Professor Herman Van Eyken</td>
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<td>Liz Ganesathurai</td>
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<td>Sue Smith</td>
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<td>Jill Misson (Secretary)</td>
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1.0 CONFIRMATION OF MINUTES

The minutes of the 2/2013 meeting of the Arts, Education and Law Group Board were taken as read and confirmed.

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

2.0 ENG/QCA MAJOR PROGRAM PROPOSAL 20130005420
BACHELOR OF INDUSTRIAL DESIGN

2.1 The Arts, Education and Law Group Board on the recommendation of the Griffith School of Engineering and the Queensland College of Art, a New Program Proposal proposing to establish the Bachelor of Industrial Design effective semester 1, 2014.

2.2 Dr Jennifer Loy from the Queensland College of Art (QCA) attended the meeting to speak to this item, advising the School of Engineering, in partnership with the QCA, proposes to introduce a Gold Coast campus-based Bachelor of Industrial Design to commence in 2014.

2.3 This three year 240CP program will be based at the Gold Coast campus and courses will be shared between the Griffith School of Engineering and the Queensland College of Art. The proposed program structure will predominantly offer existing courses from Mechanical and Electrical Engineering and the 3D Design major from the Bachelor of Digital Media program. The program will require three new QCA and three new Engineering courses to be developed. The third year QCA capstone course, 3538QCA Industry Project will have to be modified for the program.
2.4 The program moves Industrial Design education from a conventional curriculum based on outdated manufacturing systems to create new design graduates who are skilled in the design, digital visualization and digital fabrication of products across disciplines and scale for international design practice and production, and the re-localisation of manufacturing based on advanced technologies and mass customization. From using advanced technologies for the additive manufacturing of complex objects (interaction design products through to customised medical products, such as for surgical support), through to a cutting edge response to the use of advanced technologies in conjunction with conventional manufacturing processes for a range of industrial products, including for automotive applications, students will have the opportunity to develop an innovative portfolio of skills and understanding aimed at the high end international market for advanced technology industrial design. Graduates will be provided with the skills and international understanding to work effectively and flexibly across disciplines as an Industrial Designer in the rapidly emerging digital design and production environments locally and globally.

2.5 In considering the proposal the following comments were noted:

- The program is multidisciplinary with both ENG and QCA courses; the proposed structure includes a variation to the policy requirement of 30CP of free choice electives, with only 10CP available to students not required to take the English Language Enhancement course; students choose 20CP of ENG listed electives.
- Students are required to have at least Maths A in year 12.
- The capstone/broadening experience course to meet the requirements of the Griffith Experience has been identified; this WIL course integrates technical expertise with the practical issues of professional/industry practice.
- Program would provide a pathway to a graduate initial teacher education enabling a qualification to teach design technology at secondary level.
- Has great potential for a HDR market.

Resolution

2.6 The Arts, Education and Law Group Board, on the recommendation of the Griffith School of Engineering and the Queensland College of Art resolved to recommend to Programs Committee a New Program Proposal to establish the Bachelor of Industrial Design as detailed in #2013/0005420 effective semester 1 2014.

<table>
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<tr>
<th>Action Item</th>
<th>Responsible Officer/s</th>
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<tr>
<td>Forward program proposal to Secretary Programs Committee for consideration at the next meeting</td>
<td>Committee Secretary (action taken)</td>
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3.0 QCGU NEW PROGRAM/MAJOR CHANGE PROPOSAL 20130005419 BACHELOR OF MUSIC IN PERFORMANCE

3.1 The Arts, Education and Law Group Board on the recommendation of the Queensland Conservatorium of Music, considered a New Program/Major Change Proposal proposing to establish the Bachelor of Music in Performance effective semester 1, 2015.

3.2 The current Bachelor of Music program is a four year program with an optional exit point at the end of three years. Those students who complete the fourth year graduate with named award majors such as Bachelor of Music in Performance, Bachelor of Music in Composition, and a variety of other options.

In order to comply with recent changes to the naming of degree programs and qualifications mandated by the AQF, it is necessary to register each named four year degree individually, while maintaining the option for students to graduate at the end of the third year with a Bachelor of Music degree, without embellishment of the degree name. Given that two thirds of Bachelor of Music students exit with the three year degree, it is important that this option remains available. In order to accommodate
those students who wish to continue into their fourth year specialising in musical performance, this program proposal is for a four year Bachelor of Music in Performance program.

3.3 This proposal is the second of a sequence of responses to the new regulatory demands of the AQF. Other changes to the Bachelor of Music program will follow, including the removal of the embedded Honours program, with Honours students undertaking the currently available one year end on Bachelor of Music with Honours program after graduating with the three year Bachelor of Music, and the offering of another four year degree the Bachelor of Music in Composition, replacing the current four year award majors qualifications.

Resolution

3.4 The Arts, Education and Law Group Board on the recommendation of the Queensland Conservatorium of Music resolved to recommend to Programs Committee a New Program/Major Change Proposal to establish the Bachelor of Music in Performance as detailed in #2013/0005419 effective semester 1 2015.

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4.0 AUSTRALIAN QUALIFICATIONS FRAMEWORK (AQF) TRANSITION POLICY AND PROCEDURES (2013/0007110)

4.1 The Arts, Education and Law Group Board considered the document Australian Qualifications Framework (AQF) Transition Policy and Procedures (2013/0007110) for feedback to Programs Committee.

4.2 Requirement 3 of the Australian Qualifications Framework Implementation Arrangements states: ‘From 1 January 2015, all new enrolments will be in qualifications that meet the requirements of the AQF. From this date, students already enrolled in qualifications may complete the qualification in which they enrolled or may transfer without disadvantage to an equivalent qualification that meets the requirements of the AQF. Authorised issuing organisations will have publicly available policies or procedures to assist with this transition.’

4.3 In light of this requirement, the draft Policy has been prepared, which outlines the University’s policies and procedures to assist with the transition to AQF compliance in relation to academic programs, enrolled students and academic policies.

4.4 In considering the policy, members noted:

- The policy will be used to demonstrate Griffith’s policy and procedure for implementing changes as a result of the revised AQF, and will be included in the documentation for the University’s TEQSA re-registration to demonstrate how the University has implemented the AQF.
- The document outlines a framework for policy and program compliance, CRICOS registration requirements, communications to continuing students, identifying and preparing transition arrangements, and changes to the program review process during this AQF implementation phase.
- Where the policy states actions are the responsibility of Program Convenors, assistance will be provided by Student Administration to communicate with students, provide enrolment data and prepare customised program mapping and study plans to cater for transition arrangements.

4.5 The AQF Implementation Plan – August 2011 (2013/0007111) was also considered for feedback.
4.6 Members indicated satisfaction with the policy and the implementation plan. The Chair advised members that if they did have feedback they should email comments to the Secretary by the 22 August.

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<th>Action Item</th>
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<td>Advise Secretary Programs Committee of any feedback.</td>
<td>Committee Secretary (action taken)</td>
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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:

#### 5.0 PROGRAM WITHDRAWALS

5.1 Withdrawal of the following programs due to AQF non-compliance:
- 5396 Master of Arts & Media with Honours (document # 2013/0005368)
- 5191 Master of Criminology & Criminal Justice with Honours (document # 2013/0005408)
- 5122 Master of Arts with Honours in Applied Linguistics/TESOL (document # 2013/0005409)
- 5076/5152 Master of Arts with Honours in Journalism and Mass Communication (document # 2013/0005410)
- 5403 Master of Applied Theatre and Drama Education with Honours (document # 2013/0005412)
- 5417 Master of Arts with Honours in Visual Arts (document # 2013/0005413)
- 5498 Master of Digital Design with Honours (document # 2013/000415)
- 5573 Master of Screen Production with Honours (document # 2013/0005416)
- 5507 Master of Design Futures with Honours (document # 2013/0005415)

5.2 Withdrawal of programs due to low enrolments:
- 3034 Graduate Certificate in Training and Development (document # 2013/0005395)
- 3211 Graduate Certificate in Crime Analysis (document # 2013/0005411)
- 3243 Graduate Certificate in Education Leadership (document # 2013/0005380)

5.3 Withdrawal of programs due to revised accreditation requirements:
- 4030/4035 Graduate Diploma of Education – Primary (document # 2013/0005379)
- 4153 Graduate Diploma of Early Childhood Education (document # 2013/0005417)
- 4156 Graduate Diploma of Early Childhood Education – DET contract (document # 2013/0005418)

#### 6.0 EPS MINOR CHANGE PROPOSAL 2013/0005357

5575 MASTER OF AUTISM STUDIES

3270 GRADUATE CERTIFICATE IN AUTISM STUDIES

6.1 Minor Change Proposal proposing minor changes as detailed in 2013/0005357, effective semester 1, 2013.

#### 7.0 GLS MINOR CHANGE PROPOSALS 2013/0005407

3193 GRADUATE CERTIFICATE IN AUSTRALIAN MIGRATION LAW AND PRACTICE

7.1 Minor Change Proposal proposing to withdraw the summer semester entry point for the Graduate Certificate in Australian Law and Practice effective summer semester (Jan/Feb), 2014.
8.0 QCA MINOR CHANGE PROPOSAL 2013/0005349
1302 BACHELOR OF DIGITAL MEDIA

8.1 Minor Change Proposal proposing the replacement of the courses 3827QCA Individual Project 1 – ePhotojournalism with 3355QCA Theory and Practice and 3828QCA Individual Project 2 with 3354QCA Theory and Practice 2. The changes are effective semester 2 2013.

9.0 EPS MINOR CHANGE PROPOSAL 2013/0005323
1268 BACHELOR OF MUSIC
1195 BACHELOR OF MUSIC TECHNOLOGY
1382 BACHELOR OF MUSIC/BACHELOR OF BUSINESS

9.1 Minor Change Proposal proposing to withdraw the course 2247QCM Contemporary Creative Writing due to low enrolments effective semester 2, 2013.

10.0 PROGRAM LEARNING OUTCOMES FOR PROGRAMS

10.1 Approval of program learning outcomes as per the University’s AQF compliance implementation process for the following programs:

- 1049/1050/1060 Bachelor of Education Primary (#2013/0005356)
- 1065 Bachelor of Adult & Vocational Education (#2013/0005364)
- 1072 Bachelor of Training (#2013/0005365)
- 3166/3271 Graduate Certificate in Early Childhood Education (#2013/0005369)
- 3268 Graduate Certificate in Middle Years Education (#2013/0005370)
- 6017 Doctor of Musical Arts (#2013/0005371)
- 3016 Graduate Certificate in TESOL (#2013/0005372)
- 3152 Graduate Certificate in Criminology and Criminal Justice (#2013/0005374)
- 1196 Bachelor of Popular Music (#2013/0005375)
- 2062 Bachelor of Popular Music with Honours(#2013/0005376)
- 1112/1384/1385 Bachelor of Criminology and Criminal Justice (#2013/0005377)
- 2051 Bachelor of Music with Honours (#2013/0005381)
- 2049 Bachelor of Music Technology with Honours (#2013/0005382)
- 1195 Bachelor of Music Technology (#2013/0005383)
- 3270 Graduate Certificate in Autism Studies (#2013/0005384)
- 5416/5560 Master of Forensic Mental Health (#2013/0005385)
- 3154/3262 Graduate Certificate in Forensic Mental Health (#2013/0005386)
- 1051/1397 Bachelor of Education – Secondary (#2013/0005387)
- 1253/1254 Bachelor of Journalism (#2013/0005388)
- 1052 Bachelor of Education – Special Education (#2013/0005389)
- 3020 Graduate Certificate in Special Education (#2013/0005390)
- 3160 Graduate Certificate in Dispute Resolution (#2013/0005391)
- 3285 Graduate Certificate in International Dispute Resolution (#2013/0005392)
- 3170/3269 Graduate Certificate in Professional Legal Studies (#2013/0005393)
- 3193 Graduate Certificate in Australian Migration Law and Practice (#2013/0005394)
- 4137/4138 Graduate Diploma of Education – Secondary (#2013/0005396)
- 1116/1398 Bachelor of Languages and Linguistics (#2013/0005397)
- TBA Bachelor of Arts with Honours (#2013/0005398)
- 5298 Master of Music Studies (#2013/0005399)
- 3095 Graduate Certificate in Music Studies (#2013/0005400)
- 4117 Graduate Diploma of Music Studies (#2013/0005401)
- 1017/1088 Bachelor of Communication (#2013/0005402)
- TBA Bachelor of Journalism with Honours (#2013/0005403)
- 2023 Bachelor of Languages and Linguistics with Honours (#2013/0005405)
- 1079 Bachelor of Animation (#2013/0005406)
- 1016/1021 Bachelor of Arts (#2013/0005426)
SECTION C: RECOMMENDATIONS AND REPORTS TO OTHER COMMITTEES
[TO PERSONS/COMMITTEES OTHER THAN THE PARENT COMMITTEE(S)]

Nil

SECTION D: MATTERS NOTED, CONSIDERED, OR REMAINING UNDER DISCUSSION

11.0 ARTS, EDUCATION AND LAW GROUP AQF COMPLIANCY REPORT

11.1 Members noted the report from Dr Christopher Klopper on the status of programs in the Group requiring changes to ensure AQF compliance by November 2014 for implementation in 2015.

12.0 GRIFFITH SUCCESS IN GROUP LEARNING AND TEACHING CITATIONS

12.1 Members noted advice from Professor Sue Spence advising that the following staff have been successful in the 2013 round for the University's Group Learning and Teaching Citations.

Arts, Education, and Law
Mr Paul Sabey
Dr Yi Wang
Dr Wendi Beamish
Dr Peter Denney
Dr Karen Crawley

Highly Commended Certificate
Dr Raymond Brown
Dr Elizabeth Burrows

Griffith Business School
Dr Daniel Halvorson
Dr Helen Perkins
Dr Kelli Bodey and Dr Mitchell Ross
Professor Michael Drew, Dr Adam Walk and Ms Eloise Perini
Dr Brad Hill
Dr Ashlea Troth

Highly Commended Certificate
Dr Peter Tatham
Dr Christopher Fleming
Ms Katrina Radford
Ms Kirsten MacDonald

Health
Dr Andrew Pearson
Dr Sean Horan and Dr Benjamin Weeks

Highly Commended Certificate
Dr Andrew Bulmer
Dr Lakal Dissabandara
Dr Ali Salajegheh
Dr Eugene Du Toit

Science, Environment, Engineering and Technology
Dr Caryl Bosman
Dr Ivan Gratchev
Dr Kriengsak Panuwatwanich

**Highly Commended Certificate**
Dr Wayne Pullan, Dr Steven Drew, Mr Steven Tucker and Dr Felicity Coffey
Dr Jacinta Zalucki
Ms Sarah-Jane Gregory and Dr Ian Cock

For noting

13.0 **OTHER BUSINESS**

Nil

14.0 **NEXT MEETING**

15.1 The Board noted the confirmed dates for 2013 meetings of the AEL Group Board.

Confirmed: _____________________

(Chair)

Date: _____________________