1.0 CONFIRMATION OF MINUTES

The minutes of the 3/2012 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 EDN MAJOR CHANGE SUBMISSION 2012/0008358
BACHELOR OF EDUCATION – SECONDARY (1397)

2.1 The Arts, Education and Law Group Board considered the major change submission (2012/0008358) proposing to extend the offering of the Bachelor of Education - Secondary to the Gold Coast campus from Semester 1 2013. The Gold Coast program offering will be introduced progressively from year 1 through to year 4. Market demand was investigated during 2010 and 2011 with secondary schools in the Gold Coast area. From this investigation it was determined that demand is strong for Maths and Science teachers and that supply of qualified teachers in these fields is not met through the graduates of the Graduate Diploma of Education –Secondary at the Gold Coast campus. The DVC (Academic) has granted in-principle approval for planning to proceed for this proposal.

2.2 The program will only offer the teaching areas Mathematics, Physics, Chemistry and Biology – for teaching at Lower Secondary through to Senior Secondary levels. The content of these courses will be existing courses offered in the Griffith School of Environment and the School of Biomolecular and Physical Sciences (BPS) at the Gold Coast.

2.3 Students entering the Bachelor of Education - Secondary on the Gold coast campus, may choose one of the following academic plans: Mathematics and Chemistry OR
Mathematics and Biology OR
Mathematics and Physics

Resolution

2.4 The Arts, Education and Law Group Board on the recommendation of the School of Education and Professional Studies, resolved to recommend to Programs Committee the Major Change Proposal for the 1397 Bachelor of Education – Secondary, as detailed in #2012/0008358, effective Semester 1, 2013.

<table>
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<tr>
<th>Action Item</th>
<th>Responsible Officer/s</th>
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<tbody>
<tr>
<td>Forward program proposal to Secretary, Programs Committee</td>
<td>Committee Secretary (action taken)</td>
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3.0 5 YEAR PROGRAM REVIEW REPORTS – BACHELOR OF ARTS

3.1 The Arts, Education and Law Group Board considered the five year program review report for the Bachelor of Arts (1016/1021).

3.2 Associate Professor Susan Forde from the School of Humanities spoke to this item. Members were advised that the Program Review Committee for the Bachelor of Arts was chaired by the Head of School of Criminology and Criminal Justice, Associate Professor Janet Ransley.

3.3 Members noted that the review committee had endorsed 12 recommendations. The recommendations demonstrate efforts to build on the Bachelor of Arts distinctive offerings and strengths, and to find solutions for its demonstrated weaknesses which are addressed in the full review paper.

3.4 Associate Professor Forde gave members a summary of the recommendations and the following points were noted:

- The program requires more cohesion within majors and across majors so that students feel an enhanced sense of purpose and future direction.
- the current Social Enterprise signature experience be re-badged as ‘Communities & Social Change’ (or something similar), with 3 core courses identified as compulsory for all Griffith Bachelor of Arts students to undertake.
- the 3rd year course, ‘Social Enterprise Placement’, an industry-based internship, will become core for all BA students and will simply be renamed ‘Arts Internship’.
- The nomination of 3 core ‘Communities & Social Change’ courses makes the existing 80CP majors too restrictive upon student elective choices.
- Students will be required to complete either 2 x 60CP majors; or one 80CP Extended Major.
- All students will complete a capstone course in their final year.
- The School will explore opportunities for online delivery of courses where delivery on two campuses is not sustainable; and where course content has the potential for broader uptake for miscellaneous enrolment from other Schools or elements within the University.
- The School will undertake a review of all first year courses and the consolidation of majors based on graduation figures of the last 5 years.
- the nomenclature for major be consistent across the Programs within the School – so the ‘Communication & Journalism’ major should simply be named ‘Journalism’; and there should also be the re-establishment of the ‘Public Relations’ major.
- the Program Convenor will prepare and provide to the DHOS (L&T) and the HOS an Annual Performance Report which details key data regarding commencing load and OP spreads, commencing students’ intentions, retention, and figures which show numbers of students graduating from particular Majors.
- Following the success of initiatives such as the Muslim World Tour and international Journalism Internships and the Border Crossings program (which has significant relatively untapped potential) the Committee recommended the
continued development of international study opportunities across other aspects of the Program.

- The School will establish biennial benchmarking to be carried out with appropriate benchmarking partners to gauge suitability and currency of program delivery and content.

3.5 It was noted that the intent of the review is to re-target the Bachelor of Arts not as a stepping stone to more highly ranked competitor programs but as a valuable and unique program of study that a student can only experience at Griffith.

3.6 Members note that the changes are intended to be implemented by semester 1 2013. The major change submission is intended to be submitted for approval by September 2012. The implementation plan will include, among other things, the development of an overarching description of the contemporary Arts graduate as something of a ‘mission statement’ for the Program; restructuring of majors to accommodate the 60CP rather than 80CP majors model; the identification of capstone subjects within each major; the embedding of the core Communities and Social Change courses in the Program structure; and consideration of low-enrolling majors and individual low-enrolling courses that can be removed or adjusted to address resourcing issues while maintaining the integrity of the offering.

3.7 The Chair congratulated the Review Committee and the School of Humanities for their efforts in reviewing the Bachelor of Arts programs.

Resolution

3.8 The Arts, Education and Law Group Board resolved to recommend to Programs Committee the 5 year program review report from the School of Humanities for the Bachelor of Arts.

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<tr>
<th>Action item</th>
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<tbody>
<tr>
<td>Forward the 5 year program review report for the Bachelor of Communication to Secretary Programs Committee.</td>
<td>Committee Secretary (action taken)</td>
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</tbody>
</table>

4.0 5 YEAR PROGRAM REVIEW REPORTS – BACHELOR OF COMMUNICATION

4.1 The Arts, Education and Law Group Board considered the five year program review report for the Bachelor of Communication (1017/1088).

4.2 Associate Professor Susan Forde from the School of Humanities spoke to this item. Members were advised that the Program Review Committee for the Bachelor of Arts was chaired by the Head of the Griffith Law School, Professor William MacNeil.

4.3 Associate Professor Forde gave members a summary of the recommendations and the following points were noted:

- Refocus marketing strategy around the brand Griffith Communications. This will emphasise the mix of theory and practice around the adoption of independent and technological innovation to foster and extend the public sphere.
- Consolidate the flexible structure of the Bachelor of Communication program with the addition of set core courses over the three years of the degree to promote students establishing and continuing to develop their digital skills and professional online.
- All students will be required to take a final year WIL course in Communication internship.
- The revised program will increase the number of core courses and reduce the availability of free-choice electives from 80CP to 60CP.
- Promote appropriate courses teaching generic skills (such as Communication Performance) across the University.
• Implement and deliver a mentoring program which ensures the most effective learning experience feasible for all students, involving integration of the newly appointed SSAs, PASS and other University initiatives.

• Maintain international and national standards through the formal establishment of benchmarking of selected processes and outcomes with appropriate partners including (internationally) Simon Fraser University; Annenberg School at the University of Southern California; and nationally, the University of Technology Sydney; fellow-Innovative Research University, Macquarie; and any other institution deemed appropriate.

• the Program Convenor will prepare and provide to the DHOS (L&T) and the HOS an Annual Performance Report which details key data regarding commencing load and OP spreads, commencing students’ intentions, retention, and figures which show numbers of students graduating from particular Majors.

4.4 It was noted that an implementation plan has been drafted and will be circulated to School of Humanities staff for their consideration, input and feedback. The approval processes for new courses, changes to courses and changes to programs will be undertaken as quickly as possible.

4.5 The Chair congratulated the Review Committee and the School of Humanities for their efforts in reviewing the Bachelor of Arts programs.

Resolution

4.6 The Arts, Education and Law Group Board resolved to recommend to Programs Committee the 5 year program review report from the School of Humanities for the Bachelor of Communication.

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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 EPS MAJOR CHANGE SUBMISSION 2012/0008354
   4138 GRADUATE DIPLOMA OF EDUCATION - SECONDARY
   5434 MASTER OF TEACHING - SECONDARY

5.1 Major Change submission 2012/0008354 proposing to withdraw the following teaching areas due to low enrolments numbers: Visual Arts; Music; Film and Media; Learning Enhancement, effective Semester 1, 2013

6.0 GFS MINOR CHANGE SUBMISSION 2012/0008353 & 2012/0008355
   4158/5572/5573 POSTGRADUATE SCREEN PRODUCTION PROGRAMS
   1284 BACHELOR OF FILM AND SCREEN MEDIA PRODUCTION

6.1 Minor Change submission 2012/0008353 and 2012/0008355 proposing to add the course 7628GFS/3717GFS to the elective lists for the following programs effective Semester 2, 2012:

- 4158 – Graduate Diploma of Screen Production
- 5572 – Master of Screen Production
- 5573 – Master of Screen Production with Honours
- 1284 – Bachelor of Film and Screen Media Production.
The course will also be offered as an open elective to across the University.

7.0 QCA WITHDRAWAL OF PROGRAM 2012/0008347
BACHELOR OF DESIGN AS AN ENTRY POINT PROGRAM

7.1 Withdrawal of Program submission 2012/0008347 proposing to withdraw the Bachelor of Design.

7.2 The program has been replaced by the Bachelor of Design Futures and will be an exit point only program in the Bachelor of Design Futures from Semester 1, 2013.

8.0 HUM WITHDRAWAL OF PROGRAM 2012/0008339
1024 BACHELOR OF LIBERAL STUDIES
8016 DIPLOMA OF LIBERAL STUDIES
8017 CERTIFICATE OF LIBERAL STUDIES

8.1 Withdrawal of Program submission 2012/0008339 proposing the withdrawal of the OUA programs Bachelor of Liberal Studies (1024), Diploma of Liberal Studies (8016), and Certificate of Liberal Studies (8017) due to low enrolments.

9.0 GLS MINOR CHANGE SUBMISSION 2012/0008281
UNDERGRADUATE LAW PROGRAMS

9.1 Minor Change submission 2012/0008281 proposing to change the title of the course 5064LAW from Public Interest Lawyering to Social Justice Lawyering, effective Semester 2, 2012.

10.0 QCGU MINOR CHANGE SUBMISSION 2012/0008274
1268 BACHELOR OF MUSIC

10.1 Minor Change submission 2012/0008274 proposing the following changes:
- Withdraw 1006QCM Keyboard Skills (Classical Voice/Composition) A and replace it with 1007QCM Keyboard Skills (Classical Voice/Composition)
- Withdraw 2156QCM Australian Music B and replace with a 10CP Conservatorium Listed Elective

11.0 EPS MINOR CHANGE SUBMISSION 2012/0008268
1069 BACHELOR OF ARTS IN APPLIED THEATRE

11.1 Minor Change submission 2012/0008268 proposing to change the title of the course 2251EDN Intercultural Theatre to 221EDN Performance Cultures in the Bachelor of Arts in Applied Theatre, effective Semester 2, 2012.

12.0 EPS PROGRAM WITHDRAWAL SUBMISSION 2012/0008356
4148 GRADUATE DIPLOMA OF ADULT AND VOCATIONAL EDUCATION

12.1 Withdrawal of Program submission 2012/0008356 proposing the withdrawal of the Graduate Diploma of Adult and Vocational Education.

12.2 The number of applicants for the program has steadily decreased as the accrediting body, Queensland College of Teachers (QCT), has reduced flexibility for suitably qualified applicants thus making it increasingly difficult to meet regulatory requirements. All continuing students will be able to complete their studies and be eligible to apply for teacher registration with the QCT.
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

13.0 GRADUATE DIPLOMA OF RESEARCH STUDIES (ARTS, EDUCATION & LAW)

13.1 The Arts, Education and Law Group Board considered a proposal to introduce a Graduate Diploma of Research Studies (Arts, Education and Law) from semester 1, 2013.

13.2 The Board noted that the Graduate Diploma of Research Studies will provide an alternative route for entry into a Doctor of Philosophy or a Master of Philosophy for applicants who do not possess the required qualifications or appropriate research experience for direct admission. It will replace the existing non-award 5361 Higher Degree by Research (HDR) Qualifying Program. The Graduate Certificate in Research Studies will be available as an exit point from the Graduate Diploma for students who have completed 40CP coursework.

13.3 The Graduate Diploma of Research Studies (Arts, Education and Law) will cover the discipline areas relevant to the broad discipline areas offered within the Group and will comprise 40CP of coursework and 40CP of Research Dissertation/Thesis.

13.4 The following comments were noted:

- No new courses are to be introduced
- There was some difficulty in providing research training coursework for all disciplines therefore in the case of Law some GBS courses have been proposed. It was advised that this was not satisfactory and courses from within the Group should be used.
- Due to timelines it was agreed that the proposal can move forward for implementation in semester 1, 2013 however the structure should be reviewed in 2013 with the intention of sharing common coursework courses across disciplines.

Resolution

13.5 The Group Board agreed that once the program proposal was finalised with amendments as recommended by the Board, the Dean (L&T) AEL could executively approve the submission for the introduction of the Graduate Diploma of Research Studies and Graduate Certificate in Research Studies (exit point only) for recommendation to Programs Committee, effective semester 1 2013.

14.0 5 YEAR PROGRAM REVIEW REPORT
QUEENSLAND COLLEGE OF ART

14.1 Members were advised that this item would not be proceeding for discussion and resolution at this meeting.

15.0 LORD DAVID PUTTNAM SEMINAR SERIES
PRODUCING FOR SCREEN AND SOCIETY IN THE 21ST CENTURY

15.1 The Board noted the offering by the Griffith Film School of an elective course 7628GFS/3717GFS Producing for Screen and Society in the 21st Century consisting of a series of 10 seminars delivered by Lord David Puttman from 27th August to 5th November. The course will be offered in the Bachelor of Film and Screen Media Production and the Master of Screen Production. It will also be offered as a free choice elective across the University.
16.0 AEL ONLINE COURSES INITIATIVE

16.1 Due to time restraints and members availability this item did not proceed.

17.0 GRIFFITH’S GROUP LEARNING AND TEACHING CITATIONS

17.1 Members noted the recipients of the Group Learning and Teaching Citations. The successful AEL Group recipients were:

- Dr Jacqueline Drew, Dr Lynda Davies and Ms Karin Barac
- Mrs Abida Arunachalam
- Dr Donna Weston
- Mr Brady Robards
- Dr Gemma Carey

18.0 ARC LINKAGE PROJECT GRANTS

18.1 Members noted the successful applicants for round 2 of the 2012 ARC Linkage Project Grants.

19.0 OTHER BUSINESS

Nil

20.0 NEXT MEETING

20.1 The Board noted the next meeting for the AEL Group Board will be held at 11.30am on the 18 October 2012.

Confirmed: ____________________________

(Chair)

Date: ____________________________