ACADEMIC COMMITTEE

A meeting of the Academic Committee of the Griffith University Council was held at 1.00pm on Thursday 14 April 2011 in The Council Chambers, Room 2.01 and 2.02, Bray Centre (N54) Nathan campus.

Lea-Anne Stafford
Secretary

MINUTES

PRESENT:
Chair – Professor Sue Spence
Dr Kevin Ashford-Rowe - Acting PVC(INS)
Professor Richard Bagnall
Professor Sue Berners-Price
Professor Gillian Bushell
Professor Nick Buys
Ms Kaye Dillon
Associate Professor Glenn Finger
Ms Kathy Grgic
Dr Maureen Harrington
Professor Debra Henly
Professor Kerri-Lee Krause
Dr Benoit Leclerc
Associate Professor Wendy Loughlin
Professor Marilyn McMeniman
Professor Nick Buys
Ms Bonnie Clough
Professor Allan Cripps
Professor Graham Cuskelly
Professor Lorette Frazer
Professor Lyn Griffiths
Mr Brendan Johnstone
Dr Ceridwyn King
Mr Chris Madden
Professor Ward Massey
Professor Paul Mazerolle
Mr Colin McAndrew
Associate Professor Lisa McManus
Mr Mitchell Mulvey
Ms Linda O’Brien
Professor Tony Perkins
Professor Boni Robertson
Ms Nicola Shapland
Professor Parlo Singh
Associate Professor Ray Tedman
Mr William Usher
Dr Jennifer Wilson
Associate Professor Pat Wise
Professor Clyde Wyatt-Smith

INVITED
Professor Keithia Wilson (for agenda item 8.0)
Dr Wayne Pullan (for agenda item 9.0)
Dr Robyn Hollander (for agenda item 10.0)

Secretary – Ms Lea-Anne Stafford

1.0 COMMITTEE QUORUM

1.1 At the scheduled meeting time, a quorum of the committee was not present. In accordance with Section 7 of the Committee Meeting Procedures (03/0638), the Acting Vice Chancellor determined that all matters before the committee required immediate decision.

2.0 CONFIRMATION OF MINUTES

2.1 The minutes of the 1/2011 meeting of the Academic Committee were taken as read and confirmed.

SECTION A: RECOMMENDATIONS AND REPORTS TO COUNCIL

3.0 GRIFFITH UNIVERSITY EQUITY AND DIVERSITY PLAN 2011-2013

3.1 The current University Equity Plan expired at the end of 2010. The Deputy Vice Chancellor and Provost, Professor Marilyn McMeniman, described the consultation process undertaken since May 2010 to develop a new Equity and Diversity Plan involving
broad ranging discussions with stakeholder groups, Group Boards, Directors and several School and element equity committees.

3.2 An equity planning workshop was held in July 2010 with representation from all key stakeholder groups and approximately thirty participants worked with the facilitator, Professor Eleanor Ramsay, to develop the broad outline of the new Plan.

3.3 This was subsequently developed into a draft Plan, which has been through an extensive consultative and revision process. Members noted the Equity and Diversity Plan 2011-2013 (2011/0002775) before them had been endorsed by the University Equity Committee and Executive Group.

3.4 Professor McMeniman outlined the key principles and priorities of the streamlined Plan and the rationale behind the inclusion of staff and student priorities and targets in Appendix 1. It was noted that the Plan documents the implementation process, available resources and reporting requirements – some of which are external imperatives. Appendix 2 describes University-wide strategies and suggested element strategies to achieve priority areas without quantifiable targets.

3.5 Academic Committee members endorsed the Equity and Diversity Plan 2011-2013.

Resolution

3.6 The Academic Committee, on the recommendation of the University Equity Committee, resolved to recommend to the University Council the approval of the Equity and Diversity Plan 2011–2013 as described in document 2011/0002775.

4.0 ACADEMIC REVIEW – SCHOOL OF INFORMATION AND COMMUNICATION TECHNOLOGY

4.1 The purpose of academic reviews is to improve the academic planning and performance of the academic area and their constituent elements through a continuing cycle of self-assessment, benchmarking, critical reflection, forward planning and internal/external peer review. In accordance with University policy, Executive Group prepares an annual timetable for academic reviews each preceding year.

4.2 The School of Information and Communication Technology was reviewed during 24 – 26 August 2010. An independent review committee, comprising 3 committee members external to the University and one committee member internal to Griffith University, but not from the Science, Environment, Engineering and Technology Group (SEET), reviewed the School.

4.3 The Report of the Committee Reviewing the School of Information and Communication Technology (2010/0012012) and the Review of the School of Information and Communication Technology Implementation Plan (2010/0012013) were introduced by the Pro Vice Chancellor (SEET), Professor Sue Berners-Price. It was noted the Executive Group, at its 9 March 2011 meeting, endorsed the Review Report and the Implementation Plan.

4.4 The Pro Vice Chancellor (SEET) described the challenges faced by the School in recent years, the opportunities provided through the Review process, 2010 Operation Program Focus, and subsequent School achievements.

4.5 Members welcomed to the meeting Dr Wayne Pullan, Deputy Head of School of Information and Communication Technology, who outlined the School's response to Review recommendations and resulting achievements, in particular around curriculum developments, improved internal and external stakeholder engagement, student demand and OP levels.

4.6 In considering Review outcomes, the Committee discussed the way in which the computer science major is being incorporated within the Bachelor of Science and the
Bachelor of Information Technology. One member also suggested that conversations about the inclusion of quantum information theory would be welcomed by those in the physics area.

Resolution

4.7 Academic Committee resolved to recommend the Report of the Committee Reviewing the School of Information and Communication Technology (2010/0012012) and the Review of the School of Information and Communication Technology Implementation Plan (2010/0012013) to the University Council for approval.

5.0 ACADEMIC REVIEW – DEPARTMENT OF POLITICS AND PUBLIC POLICY

5.1 The purpose of academic reviews is to improve the academic planning and performance of the academic area and their constituent elements through a continuing cycle of self-assessment, benchmarking, critical reflection, forward planning and internal/external peer review. In accordance with University policy, Executive Group prepares an annual timetable for academic reviews each preceding year.

5.2 The Department of Politics and Public Policy was reviewed during 24 – 26 May 2010. An independent review committee, comprising three committee members external to the University and one committee member internal to Griffith University, but not from the Griffith Business School, reviewed the Department.

5.3 The Report of the Committee Reviewing the Department of Politics and Public Policy (2010/0012009) and the Review of the Department of Politics and Public Policy Implementation Plan 2010 - 2012 (2010/0012010) were introduced by the Pro Vice Chancellor (Business), Professor Michael Powell. The Executive Group, at its meeting on 8 December 2010, endorsed by the Review Report and the Implementation Plan.

5.4 Professor Powell highlighted the themes of curriculum coherence and review, public policy focus and branding as issues emerging from the Review. Research achievements and curriculum design were recognised as strengths by the Review Panel.

5.5 Members welcomed to the meeting Dr Robyn Hollander, Head of the Department of Politics and Public Policy, who outlined the significant progress the School has made in response to Review recommendations.

5.6 In discussing Review outcomes, the following comments and suggestions were made by Committee members:

a) the Department may wish to investigate the suitability of an international benchmarking partner such as the School of Public Policy and Administration and the Department of Political Science at Carleton University, Ottawa Canada;

b) members strongly supported the introduction of a University-wide forum and newsletter to build a whole-of-institution political science and public policy community that reflects the University’s prominent external reputation and internal capacity in the field.

c) that a coherent, cross-school approach to honours be investigated;

d) that discussions occur with blended learning advisors about suitable technologies to enable Gold Coast students improved access to course materials.

Resolution

5.7 The Academic Committee resolved to recommend the Report of the Committee Reviewing the Department of Politics and Public Policy (2010/0012009) and the Review of the Department of Politics and Public Policy Implementation Plan 2010 - 2012 (2010/0012010) to the University Council for approval.
6.0 EXTERNAL REVIEW OF SUPPORT SERVICE DIVISIONS - GRIFFITH GRADUATE RESEARCH SCHOOL 12 MONTH PROGRESS REPORT

6.1 The purpose of Support Service Divisional Reviews under Review Cycle 1 was to focus on the quality and management of services and the benefits provided to the University community. In particular, the review was future-focused and examined how the relevant support area could contribute most effectively to the University’s strategic directions.

6.2 The Griffith Graduate Research School was reviewed under the External Review of Support Service Divisions policy between 23 – 25 November 2009. An independent review committee, comprising two committee members external to the University and two committee members internal to Griffith University, but not from the Griffith Graduate Research School, reviewed the element.

6.3 The Report of the Committee Reviewing the Griffith Graduate Research School (2010/0011509) and the Griffith Graduate Research School Implementation Plan (2010/0011510) were endorsed by the Academic Committee at its 1/2010 meeting (18 March) and endorsed by Executive Group at its 24 February 2010 meeting (2010/0011511).

6.4 In line with the External Review of Support Service Divisions Policy and Guidelines, elements are required to report implementation progress at both the 12 and 18 month timelines. Before the Committee was the Griffith Graduate Research School Review 2009 - 12-Month Progress Report at 24/11/2011 (2011/0003001) endorsed by the Executive Group.

6.5 The Deputy Vice Chancellor (Research), Professor Ned Pankhurst, introduced this item describing the structural renewal, increased scholarship opportunities and higher degree research numbers that have occurred since the 2009 Review.

Resolution

6.6 The Academic Committee resolved to recommend the Griffith Graduate Research School Review 2009 - 12-Month Progress Report at 24/11/2011 (2011/0003001) to the University Council for approval.

SECTION B: ACTION UNDER DELEGATED AUTHORITY

7.0 GOVERNANCE OF ASSESSMENT AND ACADEMIC ACHIEVEMENT STANDARDS

7.1 The Chair of the University Assessment Committee, Professor Nick Buys, emphasised the centrality of the University’s governance arrangements for assessment to the issue of setting and monitoring academic standards. These are outlined in the proposed Governance of Assessment and Academic Achievement Standards procedure (2011/0002759).

7.2 The Governance of Assessment and Academic Achievement Standards document is designed to accompany the Assessment Policy, currently under review, to outline the committees and the positions within the University responsible for making recommendations and decisions in relation to assessment matters. This document sets down the good practice that is already occurring across the University.

7.3 In relation to the executive role of the Dean (Learning and Teaching) undertaking what was previously undertaken by Faculty-level Assessment Boards, members noted section 4.0 of the document enables the Dean (Learning and Teaching) to appoint an assessment panel to assist them with a range of student assessment responsibilities.

7.4 The principle (described in section 3.0) of not allowing a School Assessment Board Chair to executively undertake functions delegated to the School Assessment Board is intended to facilitate due process and quality decision making about assessment matters,
particularly as Deans (Learning and Teaching) will be acting executively on Group assessment matters. Academic Committee endorsed Learning and Teaching Committee’s recommendation that Groups, via their Dean (Learning and Teaching) establish the conditions under which this standard principle might not apply.

7.5 Members engaged in detailed discussion about the operation of School Assessment Boards, the engagement of Deans (Learning and Teaching) with School Assessment Boards, and the way in which assessment panels, if established, could facilitate assessment decisions for which Deans (Learning and Teaching) are responsible. It was recommended that once the new Assessment Policy and framework are finalised, supporting documentation be produced around the operation of School Assessment Boards to detail and support their quality assurance role.

7.6 Academic Committee members suggested the following amendments to the Governance document strengthen its intent:

a) In section 3.0, Deputy Heads of School/Department be included as part of the School Assessment Board where such roles exist;

b) In section 4.0, “At their discretion Deans (Learning and Teaching) may establish an Assessment Panel to assist and advise them in undertaking these responsibilities...”

Resolution

7.7 The Academic Committee, on the recommendation of the 1/2011 Learning and Teaching Committee (7 March) resolved to:

a) adopt the Governance of Assessment and Academic Achievement Standards document, as described in revised document 2011/0002777 that contains the amendments listed in paragraph 7.6 above;

b) request the Deans (Learning and Teaching) to identify the unique circumstances under which School Assessment Board Chairs within their Group can act executively on Assessment Board matters;

c) recommend the University Assessment Committee develop guidelines on the operation of the School Assessment Board.

8.0 STUDENT EVALUATION OF COURSES (SEC) AND TEACHING (SET)

8.1 The Student Evaluation of Courses (SEC) and Teaching (SET) policy describes the University’s approach to course review by its students. This document was last revised in 2010 after the implementation of the online Evaluations@Griffith.

8.2 An Evaluations Advisory Group, comprising systems and academic staff, has been established by the Deputy Vice Chancellor (Academic) to serve as a forum regarding system issues being experienced by users.

8.3 The Chair of Academic Committee and the Learning and Teaching Committee, Professor Sue Spence, introduced the revisions proposed to the SEC and SET policy (2011/0002756) initiated from discussions at the Evaluations Advisory Group. Changes include:

a) SET/SEC surveys to take place between weeks 12-14 rather than weeks 10 - 14;

b) requests for earlier survey periods are made through the Dean (Learning and Teaching);

c) Heads of School are asked to encourage greater use of the Course Review and Improvement Report as a self-reflection tool on course evaluation results.

8.4 It was noted that Learning and Teaching Committee members recommend the proposed change to a condensed and later evaluation timeframe be monitored to gauge the effect on response rates.
8.5 It was also recognised that course-level promotion of evaluation tools is essential to help students see how they can contribute to future course improvements through the evaluations process.

Resolution

8.6 The Academic Committee, on the recommendation of the 1/2011 Learning and Teaching Committee (7 March) resolved to adopt revisions to Student Evaluation of Courses (SEC) and Teaching (SET), as described in 2011/0002756, including:
   a) Commencing from Semester 2, 2011, SET/SEC survey timing is to take place between weeks 12-14, and that the effect of this shift is monitored;
   b) that requests for earlier survey periods are made through the Dean (Learning and Teaching);
   c) that Heads of School encourage greater use of the Course Review and Improvement Report.

9.0 GRIFFITH ACADEMY OF LEARNING AND TEACHING SCHOLARS

9.1 In November 2009, the Deputy Vice Chancellor (Academic) requested the Griffith Institute for Higher Education (GIHE) and the Educational Excellence Committee investigate the establishment of an academy or college of excellence/distinguished scholars at Griffith.

9.2 Since then, Educational Excellence Committee members, the Dean, Student Outcomes and Director, GIHE, Learning and Teaching Committee, Deans, Learning and Teaching and the Executive Group have contributed to the development of the paper, Griffith Academy of Learning and Teaching Scholars (2011/0002767), which was before the Committee for endorsement.

9.3 The Chair of the Educational Excellence Committee, Professor Keithia Wilson, introduced this item, outlining the aim of the Griffith Academy as:
   • recognising and rewarding the achievements of outstanding Griffith educators recognised nationally
   • further enhancing the profile of learning and teaching within the University
   • further enhancing leadership and scholarship in learning and teaching at the group level
   • contributing to learning and teaching strategy and practice at Griffith
   • contributing to the dissemination of scholarly good practice in learning and teaching at Griffith
   • positioning Griffith as an exemplar institution for rewarding and recognising excellence in learning and teaching in the higher education sector.

9.4 A small membership based on national recognition is proposed, with an expectation that members will support capacity building in learning and teaching at the Group level, and advise senior staff on strategic issues and directions in learning and teaching. Initial membership will be via initiation to a select group of nationally recognised scholars.

9.5 In discussing the establishment of the Academy, a discussion about the title of the Academy, the exceptional nature of its membership and its statement of purpose ensued.

Resolution

9.6 The Academic Committee, on the recommendation of the 2/2011 Learning and Teaching Committee (4 April), resolved to approve the establishment of the Griffith Academy of Learning and Teaching Scholars as described in 2011/0002767.
10.0 REVISED STUDENT CHARTER

10.1 The Student Charter (2005/0025006) was established in 2005. It aims to promote active engagement of all members of the University in achieving Griffith's mission. It also explains the obligations and responsibilities of all Griffith University staff and students as they interact in the University context.

10.2 The Academic Registrar, Ms Kathy Grgic, introduced this item, outlining the consultation and review process that began in 2010 involving the Student Liaison Group and the Learning and Teaching Committee (LTC). Resulting amendments tracked in the document before the Committee (2011/0002765) were made to simplify the policy language and create direct links and therefore better access from the Student Charter to relevant policies, processes and supports.

10.3 Student Liaison Group members spoke positively of the proposed revisions, commenting that in its new form, the Charter would serve as a valuable springboard to specific policies, processes and support services. This view was supported by Academic Committee student representatives who commended the review work undertaken.

10.4 Academic Committee endorsed LTC's suggestion to emphasise timely submission of assessment tasks. In addition, a further suggestion was put forward about the expectation that students ought to conduct themselves in a safe manner in line with the expectation for the University to provide a safe and healthy study environment.

10.5 Academic Committee endorsed the ideas from the Student Liaison Group along with additional mechanisms proposed by LTC to promote the Charter to both students and staff, including: provision of the Charter to commencing students, physical copies placed in residence and in all Griffith libraries, student diary entries, student portal access and notifications, investigation of improved web searching, GIHE induction programs and first year advisor orientation activities.

Resolution

10.6 The Academic Committee, on the recommendation of the 2/2011 Learning and Teaching Committee (4 April) and the 1/2011 Student Liaison Group (25 March), resolved to approve the Student Charter as set down in revised document 2011/0002776 that contains amendments described in paragraph 10.4 above.

11.0 POLICY REVISIONS ARISING OUT OF THE ARTS, EDUCATION AND LAW GROUP RESTRUCTURE

11.1 At the 3/2010 (August) meeting of the University Council, changes to the structure of the Arts, Education and Law Group were approved. As a result, a number of policies have been revised to address the shift to a 'single-faculty' Group structure across all academic groups.

11.2 Policies listed below have been revised to remove any 'faculty' references and to clarify responsibilities where faculty roles and structures no longer exist. Updates to currently used Griffith terminology have also been made where relevant.

11.3 Academic Committee policies:

a) Role of the Honours Convenor as described in document 2010/0003841
b) University Medal Policy as described in document 2010/0003842
c) Program Planning, Development, Approval and Review Processes as described in document 2010/0003843
d) Role of the Program Convenor as described in document 2010/0003844.
e) Guidelines for Undertaking a Dissertation in Honours or Masters by Coursework as described in document 2010/0003845
f) Policy for the Award of Masters other than MPhil as described in document 2010/0003846

g) Guidelines for Program Development as described in document 2010/0003847

h) Procedures for Planning, Developing and Approving Transnational Programs as described in document 2010/0003848

i) Structures and Requirements of Degrees Awarded by Griffith University as described in document 2010/0003849

j) Medal for Achievement in a Bachelors Degree as described in document 2011/0002760

k) Chancellor's Medals for Achievement in a PhD Thesis as described in document 2011/0002771

l) Professional Doctorate Policy as described in document 2011/0002772

m) Guidelines for Developing Joint Doctoral Degree Programs as described in document 2011/0002773.

11.4 Changes have also been approved by the Board of Graduate Research for the Research Postgraduate Scholarship Application, Assessment and Award Policy as described in document 2011/0002774.

11.5 The role of Deans (Learning and Teaching) across all academic Groups has been clarified in the above policies, specifically in relation to their role as Assessment Board Chairs.

11.6 Members noted that revisions to other University policies that take account of this organisational structure change will be presented to the Committee at a future meeting.

Resolution

11.7 The Academic Committee resolved to adopt the following revised policies:

a) Role of the Honours Convenor as described in document 2010/0003841

b) University Medal Policy as described in document 2010/0003842

c) Program Planning, Development, Approval and Review Processes as described in document 2010/0003843

d) Role of the Program Convenor as described in document 2010/0003844,

e) Guidelines for Undertaking a Dissertation in Honours or Masters by Coursework as described in document 2010/0003845

f) Policy for the Award of Masters other than MPhil as described in document 2010/0003846

g) Guidelines for Program Development as described in document 2010/0003847

h) Procedures for Planning, Developing and Approving Transnational Programs as described in document 2010/0003848

i) Structures and Requirements of Degrees Awarded by Griffith University as described in document 2010/0003849

j) Medal for Achievement in a Bachelors Degree as described in document 2011/0002760

k) Chancellor's Medals for Achievement in a PhD Thesis as described in document 2011/0002771

l) Professional Doctorate Policy as described in document 2011/0002772

m) Guidelines for Developing Joint Doctoral Degree Programs as described in document 2011/0002773.

11.8 The Academic Committee noted the revised Research Postgraduate Scholarship Application, Assessment and Award Policy as described in document 2011/0002774, had been approved by the Board of Graduate Research:
12.0 APPOINTMENT OF MEMBERS TO UNIVERSITY COMMITTEES

Resolution

12.1 The Academic Committee resolved to ratify the Chair’s executive decision to approve the appointment of Ms Sharon Philipson to the University’s Appeals Committee as a postgraduate student representative.

13.0 GBS MAJOR CHANGE SUBMISSION (2011/0003502) 1347 BACHELOR OF BUSINESS (OUA)

Resolution

13.1 Academic Committee, on the recommendation of Programs Committee (1/2011, March), resolved to approve the proposed Bachelor of Business (1347) via Open Universities Australia, as detailed in 2011/0003502, for implementation in Semester Study Period 3, 2011.

14.0 ENV MAJOR CHANGE SUBMISSION (2011/0004254) 1004 BACHELOR OF SCIENCE

Resolution

14.1 Academic Committee, on the recommendation of Programs Committee (1/2011, March), resolved to approve proposed changes to the Bachelor of Science (1004), as detailed in 2011/0004254, for implementation in Semester 1 2011.

15.0 NRS MAJOR CHANGE SUBMISSION (2011/0003751) 1326 BACHELOR OF NURSING (OFF-SHORE)

Resolution

15.1 Academic Committee, on the recommendation of the 1/2011 Programs Committee (March) resolved to approve the proposed changes to the Bachelor of Nursing offered in the United Arab Emirates (1326), as detailed in 2011/0003751, for implementation in Semester 1/2011.

16.0 ICT MAJOR CHANGE SUBMISSION (2011/0004256) 3259 GRADUATE CERTIFICATE IN ENTERPRISE ARCHITECTURE 5493 MASTER OF ENTERPRISE ARCHITECTURE

Resolution

16.1 Academic Committee resolved to approve the proposed changes to the Graduate Certificate in Enterprise Architecture (3259) and the Master of Enterprise Architecture (5493), as detailed in 2011/0004256, for implementation in Summer Semester (November-December), 2010.

17.0 EDN MAJOR CHANGE SUBMISSION (2011/0003251) 5556/5559 MASTER OF EARLY CHILDHOOD EDUCATION

Resolution

17.1 Academic Committee resolved to approve the proposed changes to the Master of Early Childhood Education (5556/5559), as detailed in 2011/0003251, for implementation in Semester 1/2011.
18.0 NRS MAJOR CHANGE SUBMISSION (2010/0011059)
5425 MASTER OF ADVANCED PRACTICE WITH HONOURS

Resolution

18.1 Academic Committee resolved to approve changes to the Master of Advanced Practice with Honours (5425), as detailed in 2010/0011059, for implementation in Semester 1/2012.

19.0 HUM PROGRAM WITHDRAWAL SUBMISSION (2011/0003257)
1022 BACHELOR OF ARTS (LOGAN)

Resolution

19.1 Academic Committee noted the withdrawal of the Bachelor of Arts (Logan, 1022) from Semester 2, 2011 and resolved to approve transition arrangements for enrolled students as detailed in 2011/0003257.

20.0 SEET PROGRAM WITHDRAWAL SUBMISSION (2010/0010082)
5080 MASTER OF SCIENCE IN GENETIC COUNSELLING

Resolution

20.1 Academic Committee noted the withdrawal of the Master of Science in Genetic Counselling (5080) from Semester 2, 2011 and resolved to approve transition arrangements for enrolled students as detailed in 2010/0010082.

SECTION C: RECOMMENDATIONS AND REPORTS TO OTHER COMMITTEES

Nil.

SECTION D: MATTERS NOTED, CONSIDERED OR REMAINING UNDER DISCUSSION

21.0 THE TEACHING STANDARDS FRAMEWORK

21.1 Professor Kerri-Lee Krause, Dean Student Outcomes and Director, Griffith Institute for Higher Education (GIHE) began her presentation by updating Academic Committee members on the progress of Tertiary Education Quality Standards Agency (TEQSA) legislation through parliament. The TEQSA standards framework was outlined as comprising: provider standards, qualifications standards, information standards, research standards and teaching and learning standards. Members were informed of a forthcoming invitational summit to be led by Griffith on teaching and learning standards, the findings of which will feed into the 2011 Annual HERDSA Conference on 4-7 July.

21.2 Professor Krause presented (attached) the outcomes and recommendations of the Teaching Standards Framework Project, funded by the Department of Education, Employment and Workplace Relations (DEEWR) via the Australian Learning and Teaching Council (ALTC). The project was initiated to develop from within the higher education sector a framework that institutions could use to evaluate their teaching performance in relation to the goals and priorities they set for themselves in line with the Australian Government’s new standards-based quality assurance framework. It also aims to provide higher education institutions with a structure and framework to measure the quality of their learning and teaching.

21.3 Members noted the executive summary and recommendations from the Final Report of the Teaching Standards Project (Volume 1 of 2) provided with the agenda. The entire volume is available for members from the Committee Team Place.

21.4 Griffith was one of a group of Universities involved in testing the institutional teaching standards framework developed by Macquarie University as part of the Teaching Standards Framework Project. Griffith’s University-level self-evaluation against the criteria within the framework was discussed by the Committee. Two Group-level review
exercises were also conducted with the agreement of Group PVCs as a means of testing the framework at Group and School levels. The results of these were provided to the relevant PVCs, Deans and Heads of School.

21.5 It was noted that a project co-led by Griffith and the University of Western Sydney is also under way across 8 disciplines and 8 universities on the moderation of academic achievement standards in final-year undergraduate coursework. This project is designed to facilitate self-monitoring and develop standards in a collegial and accountable way.

21.6 Academic Committee members expressed their appreciation to Professor Krause for her presentation and noted that ongoing dialogue about quality assurance and quality enhancement is needed as TEQSA reveals all aspects of its standards framework against which institutions will be assessed.

22.0 VICE CHANCELLOR’S FORUM AND QUESTION TIME

22.1 Members noted the Vice Chancellor’s report to the March meeting of University Council. The Acting Vice Chancellor drew particular attention to the following items contained within the report and significant activities or achievements occurring since the report was prepared:

a) Griffith has been recognised by the Commonwealth as an employer of choice for women for the 11th consecutive year, one of only three Australian Universities to have received citations each year since the inception of the scheme.

b) Validation of Griffith’s research strategy has been received with news of its ranking as 7th in Australia and 30th in the Asia-Pacific region in the Nature Publishing Index 2010. The Nature Publishing Index measures the output of research articles in the Nature family of journals, including several of the most highly cited journals in the scientific literature.

c) The Department of Tourism, Leisure, Hotel and Sport Management has won the Tourism Education and Training category of the 2010 Qantas National Tourism Awards. The Department has received the State Tourism Education and Training award for three years running at the annual Queensland Tourism Awards but this is the Department’s first national tourism award.

d) Griffith has ranked 2nd nationally and 1st in the state for total Australian Learning and Teaching Council funds allocated in 2010. Funds were received across national fellowships, discipline scholars, grants, awards and citations.

e) Academic Committee members congratulated Deputy Vice Chancellor and Provost, Professor Marilyn McMeniman on her prestigious appointment as a commissioner of Queensland's Crime and Misconduct Commission.

f) Griffith’s first meeting with the Department of Education, Employment and Workplace Relations (DEEWR) and the Department of Innovation, Industry, Science and Research (DIISR) was held in March 2011 to develop Griffith’s mission-based compact. A mission-based compact is a three-year agreement describing how the University plans to align its goals and major priorities in teaching and learning, research, research training and innovation with the Commonwealth’s goals. Performance will be linked to funding.

g) The Tourism Confucius Institute was launched at South Bank on 9 April by His Excellency Mr Jia Qinglin, the Chairman and Party Secretary of the National Committee of the People's Consultative Conference, member of the Politburo Standing Committee of the Communist Party of China, and senior leader of the People’s Republic of China. The Institute has a particular focus on tourism research and aims to increase interest in Chinese language training.

h) Members were informed of the University’s sponsorship and educational support arrangements with the Jetstar Gold Coast Titans. Almost 20 players from the Titans have undertaken studies at Griffith since the initial partnership was formed in 2008.
23.0 BUSINESS ARISING OUT OF THE PREVIOUS MINUTES

23.1 Academic Committee Review Report Griffith University

The Chair advised the Academic Committee Review Report Griffith University (2010/0011553) and draft implementation plan were approved by University Council on 7 March 2011. The revised constitution and membership, including the addition of all Heads of School/Department as members, will come into effect from 1 July 2011.

The Chair informed members that the rationale for reviewing Academic Committee was to create an engaging forum for discussion of key strategic issues.

Members were advised of the recent work plan meeting held to determine strategic priorities for Academic Committee and its sub-committees during 2011. As a result, future agenda items will include discussion on: the quality and standards agenda (e.g. teaching and learning standards), Australian Qualifications Framework standards; approaches to widening participation; and Excellence in Research for Australia (ERA) initiatives. In 2011 members can expect a strong focus on enhancing the student experience.

24.0 CHAIRPERSON’S REPORT

24.1 The Chair did not have any additional matters on which to report.

25.0 DEPUTY CHAIRPERSON’S REPORT

25.1 The Deputy Chair did not have any additional matters on which to report.

26.0 OTHER BUSINESS

26.1 No other business was raised.

27.0 REPORTS OF SUB-COMMITTEES OF THE ACADEMIC COMMITTEE AND OTHER COMMITTEES

27.1 The minutes and/or action sheets of the following Committees were noted:
   a) Board of Graduate Research (1/2011, 2/2011)
   b) Internationalisation Advisory Committee (1/2011)
   c) Learning and Teaching Committee (1/2011)
   d) Programs Committee (8/2010)
   e) Research Committee (1/2011).

28.0 2011 COMMITTEE MEETING DATES

28.1 Members noted the 2011 schedule of meetings. Meetings are held on Thursdays from 1.30pm – 4.00pm. A light lunch will be served half an hour before each meeting.

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<thead>
<tr>
<th>Meeting Dates</th>
<th>Venue</th>
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<tbody>
<tr>
<td>19 May</td>
<td>Council Chambers, The Chancellery, G34_2.02 Gold Coast campus</td>
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<tr>
<td>23 June</td>
<td>Council Chambers, Bray Centre, N54_2.02 / 2.01 Nathan campus</td>
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<tr>
<td>15 September</td>
<td>Council Chambers, The Chancellery, G34_2.02 Gold Coast campus</td>
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<tr>
<td>24 November</td>
<td>Multi Faith Centre N35, Nathan campus</td>
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Minutes confirmed by:

Professor Sue Spence, Chair 19 May 2011