GRiffiTH uniVersity
ACADEMiC committee

NOtiCE oF MEETING

A meeting of the Academic Committee of the Griffith University Council will be held at 1:30pm on Thursday 11 December 2008 with a video-conference between Room -1.18 (Level -1) Business 2 Building (N72), Nathan campus and Room 1.04, The Chancellery (G34), Gold Coast campus.

Apologies may be recorded by telephoning Mrs Sandra Hunter on 373 57375.

DISTRIBUTIOn lISt

Name Term of Office

Chairperson of the Committee
Deputy Vice Chancellor (Academic) – Professor John Dewar ex officio
Vice Chancellor and President – Professor Ian O’Connor ex officio
Deputy Vice Chancellor (Research) – Professor Lesley Johnson ex officio
Pro Vice Chancellor (Arts, Education and Law) – Professor Marilyn McMeniman AM ex officio
Pro Vice Chancellor (Business) – Professor Michael Powell ex officio
Pro Vice Chancellor (Health) – Professor Allan Cripps ex officio
Pro Vice Chancellor (Science, Envir, Eng and Technology) – Professor Ned Pankhurst ex officio
Pro Vice Chancellor (Learning and Student Outcomes) – Professor Sue Spence ex officio
Pro Vice Chancellor (Administration) – Mr Colin McAndrew ex officio
Pro Vice Chancellor (Information Services) – Ms Linda O’Brien ex officio
 Acting Academic Registrar – Ms Joanna Peters ex officio
Director, Griffith Institute for Higher Education – Professor Kerri-Lee Krause ex officio
Deputy Chair of the Committee – Professor Sally Borbasi ex officio
Ms Lea-Anne Stafford (Secretary)

Council
Vacant Until 31 December 2009
Vacant Until 31 December 2009

Deans
Professor Kay Ferres, Dean, Faculty of Arts ex officio
Professor Claire Wyatt-Smith, Dean, Faculty of Education ex officio
Professor Paula Baron, Dean, Griffith Law School ex officio
Professor Bill Shepherd, Dean (Academic), Griffith Business School ex officio
Professor Graham Cusakelly, Dean (Research), Griffith Business School ex officio
Professor Lorelle Frazer, Dean (Learning and Teaching), Griffith Business School ex officio
Professor Nick Buys, Dean (Academic), Griffith Health ex officio
Associate Professor Alf Lizzio, Dean (Learning and Teaching), Griffith Health ex officio
Professor Lyn Griffiths, Dean (Research), Griffith Health ex officio
Associate Professor Clyde Wild Dean (Academic), Sci, Env, Eng & Tech ex officio
Mr Dave Edwards, Dean (Learning and Teaching), Sci, Env, Eng & Tech ex officio
Professor Gillian Bushell, Dean (Research), Sci, Env, Eng & Tech ex officio
Professor Joy Cumming, Dean, Griffith Graduate Research School ex officio
Professor Peter Roennfeldt, Director, Queensland Conservatorium ex officio
Associate Professor Paul Cleveland, Director, Queensland College of Art ex officio

Academic Staff Members
Dr Jenny Gamble (Health) Until 31 December 2008
Dr Ann McDonnell (Sci, Env, Eng and Tech) Until 31 December 2008
Dr Kate Shacklock (Business) Until 31 December 2008
Associate Professor Jay Younger (Arts, Education and Law) Until 31 December 2008
Ms Snez Stolic (Health) Until 31 December 2008
Dr Janet Ransley (Arts, Education and Law) Until 31 December 2009
Dr Maureen Harrington (Business) Until 31 December 2009
Dr Peta Stevenson-Clarke (Business) Until 31 December 2009
Dr Saras Henderson (Health) Until 31 December 2009
Dr Alex Forrest (Sci, Env, Eng and Tech) Until 31 December 2009

www.griffith.edu.au/committees
Heads of Schools or Departments
Professor Nerida Smith (Health) Until 31 December 2008
Dr Michael Blumenstein (Sci, Env, Eng and Tech) Until 31 December 2008
Dr Louis Sanzogni (Business) Until 31 December 2008
vacant Until 31 December 2008
Assoc Professor Jayne Clapton (Health) Until 31 December 2009
Professor Frank Clarke (Sci, Env, Eng and Tech) Until 31 December 2009
Associate Professor Stephen Stockwell (Arts, Education and Law) Until 31 December 2009
Dr Robyn Hollander (Business) Until 31 December 2009

Postgraduate Students
Mr Sankalp Khanna Until 31 December 2008
vacant Until 31 December 2008

Undergraduate Students
Ms Renae Carrigg Until 31 December 2008
Ms Rachel Chung Until 31 December 2008
Mr Nigel Hutton Until 31 December 2008
Ms Julie Kennedy Until 31 December 2008
vacant Until 31 December 2008

Information Copies (without attachments unless otherwise stated)
Manager, Research Policy
Head of the Secretariat
Program Accreditation Officer
Academic Services Officer – Arts, Education and Law
Academic Services Officer – Business
Academic Services Officer – Griffith Health
Academic Services Officer – Griffith Science, Environment, Engineering and Technology
Program Information Officer
Council and Executive Support Officer
Director, Finance and Business Services
Senior Legal Officer
President, Griffith University Postgraduate Student Association (GUPSA)
President, Gold Coast Student Guild
Director, Campus Life
Director, Information Services
Director, Office for Research
Director, External Relations
Director, Student Administration
Director, Quality, Planning and Statistics
Manager, Planning and Statistics
Manager, Research Higher Degrees
Manager, Admissions
Senior Manager, International Administration
Director, Student Services
Director, Flexible Learning and Access Services
Group Resource Manager, Arts, Education and Law
Group Resource Manager, Business
Group Resource Manager, Griffith Science, Environment, Engineering and Technology
Group Resource Manager, Griffith Health
Secretary, Griffith University Branch, NTEU

Other Copies:
Binding copy (attachments)
Corporate Archives and Records Management Services copy (attachments)
Spare copies (attachments)
AGENDA

1.0 APOLOGIES

Apologies may be recorded by telephoning Mrs Sandra Hunter on 373 57375.

2.0 CONFIRMATION OF MINUTES

2.1 The minutes of the Academic Committee's 6/2008 meeting have been circulated. To be taken as read and confirmed

3.0 MEMBERSHIP

3.1 The Academic Committee is asked to thank the following outgoing members for their contributions to the work of the Committee.

<table>
<thead>
<tr>
<th>Membership Category</th>
<th>Name</th>
</tr>
</thead>
<tbody>
<tr>
<td>Dean, Griffith Graduate Research School</td>
<td>Professor Joy Cumming</td>
</tr>
<tr>
<td>Heads of School or Department</td>
<td>Dr Michael Blumenstein</td>
</tr>
<tr>
<td>Academic Staff Members</td>
<td>Dr Ann McDonnell</td>
</tr>
<tr>
<td></td>
<td>Dr Jenny Gamble</td>
</tr>
<tr>
<td></td>
<td>Dr Kate Shacklock</td>
</tr>
<tr>
<td></td>
<td>Associate Professor Jay Younger</td>
</tr>
<tr>
<td></td>
<td>Ms Snez Stolic</td>
</tr>
<tr>
<td>Postgraduate Students</td>
<td>Mr Sankalp Khanna</td>
</tr>
<tr>
<td>Undergraduate Students</td>
<td>Ms Renae Carrigg</td>
</tr>
<tr>
<td></td>
<td>Ms Rachael Chung</td>
</tr>
<tr>
<td></td>
<td>Mr Nigel Hutton</td>
</tr>
</tbody>
</table>

For noting

4.0 VICE CHANCELLOR'S REPORT TO COUNCIL

4.1 The Vice Chancellor is unable to attend this meeting. Attached is the Vice Chancellor's report to the December meeting of the University Council

4.2 Members may wish to note at future meetings the Vice Chancellor will attend to speak to reports, update members on issues of importance and take questions, with or without notice.

For noting

SECTION I: STRATEGIC ISSUES

Nil.

ORDERING OF THE AGENDA

At this point in the Agenda the Chair will advise members about any matter on the Agenda not included in Section II, that members have requested prior to the meeting be so included.
SECTION II: MATTERS FOR DECISION

5.0 PRINCIPLES TO PROMOTE EXCELLENCE IN LEARNING AND TEACHING PRACTICES AT GRIFFITH UNIVERSITY

5.1 The Principles to Promote Excellence in Learning and Teaching Practices at Griffith University (2008/0016319) inform and underpin the strategic objectives and action areas identified as priorities in Academic Plan 3.

5.2 The Learning and Teaching Committee, at its 6/2008 meeting, considered the Principles and made recommendations for revision. The revised Principles document was subsequently presented to the 8/2008 Learning and Teaching Committee and received its endorsement subject to minor amendment. The Learning and Teaching Committee recommended that further work be undertaken to develop a plan for embedding these principles into teaching practice across the University.

5.3 The seven principles elaborated within the Principles to Promote Excellence in Learning and Teaching Practices at Griffith University are as follows:

1. Create an engaging, motivating, and intellectually stimulating learning experience
2. Encourage the spirit of critical inquiry and creative innovation informed by current research.
3. Emphasise the importance, relevance, and integration of theory and knowledge with professional practice to develop solutions to real world issues.
4. Provide learning experiences that develop inter-culturally capable graduates who can make a difference as socially and ethically responsible global citizens.
5. Value and recognise individual and cultural diversity through the provision of an inclusive context of support and respect for all students.
6. Enhance student engagement and learning through effective curriculum design, pedagogy and assessment strategies.
7. Continuously improve teaching practice through academic staff professional development, and critical reflection informed by a range of evaluation approaches.

5.4 The Pro Vice Chancellor (Learning and Student Outcomes) will introduce this item.

Recommendation

5.5 The Academic Committee, on the recommendation of the 8/2008 Learning and Teaching Committee (1 December 2008) is asked to adopt the Principles to Promote Excellence in Learning and Teaching Practices at Griffith University (2008/0016319).

For approval

6.0 REPORT OF THE WORKING PARTY TO REVIEW SET AND SEC

6.1 The Academic Committee, at its 3/2008 meeting, considered a proposal to review the Griffith University Student Evaluation of Teaching (SET) and Student Evaluation of Courses (SEC) instruments as a preferred measure to evaluate teaching and quality. The Academic Committee had agreed the SET and SEC instruments and the process and system that underpin these measures needed to be evaluated, and established the Working Party to Review Student Evaluation of Teaching (SET) and Student Evaluation of Courses (SEC).

6.2 Attached for the Committee's consideration is a Report of the Working Party to Review SET and SEC (2008/0016320) which makes recommendations about the revised content of SEC and SET items; the technology and the management of the evaluations system; and ways in which student engagement can be increased.

6.3 As a result, the following key changes to the process are proposed to take effect from semester 2, 2009:

- A decrease in the number of SET and SEC items to reduce over-surveying of students.
• A change from a 7-point scale to a 5-point scale for both SET and SEC instruments to permit benchmarking
• All courses are to be evaluated every time they are taught using an automated SEC online survey instrument
• Teachers are to evaluate their teaching on a course every second time they teach that course, or every two years, which ever is sooner
• A separation of the timing of the SEC and SET process from that of the Course Review and Improvement Report process
• Course and teaching evaluations are to normally take place in weeks 10-14, but with flexibility to accommodate courses offered outside semesters or in intensive mode.

6.4 The Working Party will trial the new SET and SEC survey items during the 2008/2009 summer semester for a small number of courses across all Groups prior to University-wide implementation in Semester 2, 2009. Resultant policy and procedural changes will be brought back to the Committee at a future meeting at the completion of the summer semester trial.

6.5 The Evaluations@Griffith system which currently supports the SET and SEC instruments is no longer supported by the University. As a result, work is underway to locate a suitable software replacement that will enable full automation of the process.

6.6 The Pro Vice Chancellor (Learning and Student Outcomes) will introduce this item.

Recommendation

6.8 The Academic Committee, on the recommendation of the 8/2008 Learning and Teaching Committee (1 December 2008), is asked to discuss the recommendations set down in the Report of the Working Party to Review SET and SEC (2008/0016320) with a view to approving them for trialling over the summer semester 2008/2009.

For approval

7.0 ACADEMIC STANDING, PROGRESSION AND EXCLUSION

7.1 In July 2007 the Education Services for Overseas Students Act 2003 was augmented by a new National Code which includes a number of standards for delivery of services to international students. In late 2007 Dr Lyn Holman was invited by the University to make an assessment of its compliance with the National Code. This assessment identified that further work was required to meet Standard 10 of the National Code which states:

*Registered providers systematically monitor students’ program progress. Registered providers are proactive in notifying and counselling students who are at risk of failing to meet program progress requirements. Registered providers report students, under section 19 of the ESOS Act, who have breached the program progress requirements.*

7.2 The University is committed to extending the requirement of notifying and counselling students at risk of losing their ‘good’ academic standing to its entire student population, not just international students. As a result of discussions with the Deans (Learning and Teaching) a Revised Discussion Paper dated September 2008 (2008/0022058) was prepared.

7.3 Learning and Teaching Committee (6/2008 meeting) established a Working Party to place the preferred model described in the discussion paper (2008/0022058) within a policy context.

7.4 The Working Party recommended to the 8/2008 Learning and Teaching Committee the following changes to the Academic Standing, Progression and Exclusion Policy which were endorsed with minor amendment. These documents are now presented to the Academic Committee for discussion:
• Marked-up Academic Standing, Progression and Exclusion Policy (2008/0016321)
• Clean Academic Standing, Progression and Exclusion Policy (2008/0016321)

7.5 The major changes set out in the revised Policy include:

• Systematic assessments of students are to be made twice throughout each semester and that the first of these assessments is conducted at the local level. In the Policy this local level assessment is called the Amber Risk Assessment (ARA);

• The Policy is flexible about the types of interventions undertaken as a result of the ARA but requires that the relevant Dean in each Faculty or Group prepare an Amber Risk Assessment Strategy for implementation in 2009.

7.6 A template is being drafted to assist the relevant Dean in each Group to develop their Amber Risk Assessment Strategy. This template will be considered at the Learning and Teaching Committee in early 2009.

7.6 The Head of the Secretariat will attend the meeting for the discussion of this item.

Recommendation

7.6 The Academic Committee, on the recommendation of the 8/2008 Learning and Teaching Committee (1 December 2008), is asked to approve:

• the revised Academic Standing, Progression and Exclusion Policy (2008/0016321) for introduction in 2009; and

• that the Amber Risk Assessment Strategy be supported for trial in 2009 with a view to full implementation in 2010.

For approval

8.0 COURSE REVIEW AND IMPROVEMENT REPORT TRIAL

8.1 In Semester 2 2007 the University trialled a new process for ‘closing the student feedback loop’. This involved asking Schools to schedule SET/SEC evaluations for all courses over the next two years. Course convenors prepared course evaluation reports, for all courses scheduled for evaluation in Semester 2, 2007, as a result of reflection on the data provided by students through those evaluations. The Course Evaluation Report template was designed to enable staff to let students know of any improvements that were going to be made to the course as a result of their feedback. The reports were to be uploaded to Learning@Griffith for student consumption. This is in keeping with Griffith’s continuing quality cycle of review and improvement. A Working Party was formed to review the trial and report to the Learning and Teaching Committee. A survey was developed, consisting of quantitative data collection together with opportunity for qualitative feedback.

8.2 The first report of the Working Party contained the results of the Semester 2, 2007 trial and was presented to the Learning and Teaching Committee in April 2008. A further pilot for a smaller number of areas of the University was then commissioned for Semester 1, 2008 drawing on what had been learned from the first trial and implementing a number of recommendations about the course evaluation process, including the introduction of the Course Review and Improvement Report as a replacement for the Course Evaluation Report.

8.3 The results of the survey together with other indicators of the effect of the Semester 1, 2008 trial are contained within the attached Report on the Course Evaluation Reporting Trial, Semester 1, 2008 (2008/0022060). The Report makes several recommendations for practice and policy change. One such change is the introduction of a revised Course Review and Improvement Report (CRIR) (2008/0022064) to be trialled in Semester 1, 2009.
8.4 At its 8/2008 meeting, the Learning and Teaching Committee gave in principle support to the Report recommendations, raising the following issues for the consideration of the Working Party:

- The extended trial of the CRIR is to include both high and low performing courses nominated by each School
- Revisit recommendation 10 that a CRIR is to be completed and published every second time a course is offered or every two (2) years.
- Reconsider the way in which the CRIR will interact with the SET/SEC or other system
- The Working Party is asked to consider possible links between the Annual Program Review and Improvement Report and the Course Review and Improvement Reporting processes.

8.5 The Deputy Chair of the Academic Committee will introduce this item.

Recommendation

8.6 The Academic Committee is asked to discuss the Report on Course Evaluation Reporting Trial, Semester 1, 2008 (2008/0016326) and the recommendations contained therein, with a view to approving a further trial of the Course Review and Improvement Report during in Semester 1, 2009 and a wider University roll out in 2009/2010.

For approval

9.0 STUDENT ADMINISTRATION POLICY - PROCEDURES FOR CHANGE OF COURSE ENROLMENT

9.1 Section 7.1 of the Student Administration Policy states that:

A student may add a course to their study program up to the last date for adding courses. The last date for adding courses is:

- the end of the second week of the semester, in the case of semester 1 and semester 2;
- the date specified in Table 1, in the case of courses conducted in summer semester or in intensive mode.

Changing from one course to another involves dropping a course and adding the replacement course and is subject to the same deadline.

A student may be given permission by the Course Convenor to enrol in a course after the last date for adding courses. Each late addition will be subject to the payment of a late add fee.

In exceptional circumstances, where the student has been attending a course without being enrolled, approval may be given by the Director, Student Administration or nominee for the student to add the course to their study program. Each late addition will be subject to the payment of a late add fee.

9.2 In practice this policy creates considerable workload for Course Convenors, and has resulted in students being approved to enter courses late in the Semester, as approval has been relatively easy to obtain, and the disincentive of the Late Fee is perceived to relatively small.

9.3 In response to a request form the Supporting Large Classes Taskforce, the approval of late enrolment will be transferred from Course Convenors to Student Administration from Semester 1, 2009. Data analysis by Student Administration of requests for late enrolment at Nathan campus for Semester 2, 2008, and representing about 40% of request across all campuses, has shown that the majority of students requesting late enrolments are internationals students (64%). Of this cohort, commencing international students make up 20%. Of the domestic students requesting late enrolment (n=86), 91% were continuing students.
9.4 Further analysis has shown that just over half of continuing students requesting late enrolment to courses are academically "at risk" with a GPA of less than 4.0.

9.5 Members of the Internationalisation Advisory Committee considered the attached paper Modification to Change of Course Enrolment Policy and Procedure (2008/0016323) and supported:

9.5.1 the proposal to transfer the authority to approve late changes to enrolment (adding or changing a course) from the Course Convenor to the Director, Student Administration;

9.5.2 strengthening the reference to "exceptional circumstances" to ensure students understand that late additions/changes to courses is not to be routine

9.5.3 including a threshold GPA of >4 to ensure that continuing students seeking to enter courses late are likely to have a reasonable prospect of succeeding in the course (commencing students will be deemed to have achieved this level on the basis of their admission to the program)

9.5.4 adding a condition that late enrolment will not be approved if the request is submitted within 5 days of an assessment in that course falling due

9.5.5 increasing the penalty attached to late changes/additions from $20 to $50 to act as a further disincentive to students to enter courses late.

9.6 The Acting Academic Registrar will introduce this item.

Recommendation

9.7 The Academic Committee, on the recommendation of the 5/2008 International Advisory Committee (10 November 2008), is asked to approve the revisions to Section 7.1 of the Student Administration Policy as detailed in 2008/0016323:

For approval.

10.0 CHAIRPERSON’S REPORT

10.1 The Chair will report on matters of interest that have arisen since the previous meeting including:
- Nathan Task Force
- Federal Government student service fee arrangements

For discussion

11.0 DEPUTY CHAIRPERSON’S REPORT

11.1 The Deputy Chair will provide a verbal report on matters of interest arising since the previous meeting including:
- Open Universities Australia

For discussion

SECTION III: MATTERS REQUIRING RATIFICATION OF EXECUTIVE ACTION
Nil.
SECTION IV: MATTERS FOR NOTING AND WHERE APPROPRIATE, ACCEPTANCE OF RECOMMENDATIONS – PROGRAM SUBMISSIONS

TABLE OF CONTENTS: PROGRAM SUBMISSIONS FOR RESOLUTION

<table>
<thead>
<tr>
<th>PROGRAM WITHDRAWALS</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Item 12.0 NRS (2008/0004876)</td>
<td>1232 Bachelor of Nursing Post Registration</td>
</tr>
<tr>
<td>Item 13.0 MED (2008/0004889)</td>
<td>5239 Master of Legal Medicine</td>
</tr>
<tr>
<td>Item 14.0 GBS (2008/0016849)</td>
<td>3083 Graduate Certificate in Public Administration</td>
</tr>
<tr>
<td>Item 15.0 EDU (2008/0017602)</td>
<td>4144/4145 Graduate Diploma of Education – Middle Years</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>NEW PROGRAMS</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Item 16.0 GGRS (2008/0025782)</td>
<td>3237 Graduate Certificate in Research Studies</td>
</tr>
<tr>
<td>Item 17.0 PBH (2008/0004822)</td>
<td>5530 Master of Health Services Management – Advanced (Incorporating Honours)</td>
</tr>
<tr>
<td>Item 18.0 GBS (2008/0025799)</td>
<td>1346 Bachelor of Asian Business with Honours</td>
</tr>
<tr>
<td>Item 19.0 LAW (2008/0025803)</td>
<td>5501 Master of Migration Law and Practice</td>
</tr>
<tr>
<td>Item 20.0 GBS (2008/0016852)</td>
<td>3244 Graduate Certificate in Sustainable Enterprise</td>
</tr>
<tr>
<td>Item 21.0 GBS (2008/0025809)</td>
<td>3245 Graduate Certificate in Leadership and Management</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>PROGRAM CHANGES</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Item 22.0 EDU Major Change Submission (2008/0017600)</td>
<td>3166 Graduate Certificate in Early Childhood</td>
</tr>
<tr>
<td>Item 23.0 BPS Special Purpose Submission (2008/0025791)</td>
<td>3207 Graduate Certificate in Clinical Science</td>
</tr>
<tr>
<td>Item 24.0 BPS Major Change Submission (2008/0025807)</td>
<td>1028 BACHELOR OF AVIATION</td>
</tr>
<tr>
<td>Item 25.0 BPS Major Change Submission (2008/0005849)</td>
<td>4140 Graduate Diploma of Flight Management</td>
</tr>
<tr>
<td>Item 26.0 ENV Major Change Submission (2008/0025808)</td>
<td>3212 Graduate Certificate in Environment</td>
</tr>
<tr>
<td>Item 27.0 BPS Major Change Submission (2008/0025810)</td>
<td>5098 Master of Science in Forensic Science (QPS)</td>
</tr>
<tr>
<td>Item 28.0 EPS Special Purpose Submission (2008/0017597)</td>
<td>3148 Graduate Certificate of Drama Education</td>
</tr>
<tr>
<td>Item</td>
<td>Description</td>
</tr>
<tr>
<td>------</td>
<td>-------------</td>
</tr>
<tr>
<td>29.0</td>
<td>HLS Special Purpose Submission (2008/0004894) Health Group Programs</td>
</tr>
<tr>
<td>30.0</td>
<td>DOH Special Purpose Submission (2008/0016325) 5402 Master of Dental Technology in Prosthetics</td>
</tr>
<tr>
<td>31.0</td>
<td>NRS Special Purpose Submission (2008/0004885) 5424 Master of Advanced Practice 5425 Master of Advanced Practice with Honours</td>
</tr>
<tr>
<td>32.0</td>
<td>ENG Special Purpose Submission (2008/0005864) 1329 Bachelor of Engineering (Environmental Engineering) / Bachelor of Business (Management)</td>
</tr>
<tr>
<td>33.0</td>
<td>LAW Special Purpose Submission (2008/0016793) 1137/1141 Bachelor of Laws (Graduate Entry) 1276/1277 Bachelor of Laws/Bachelor of Arts 1127 Bachelor of Arts/Bachelor of Arts – Law, Media and Culture (Continuing Students Only) 1118 Bachelor of Laws/Bachelor of Arts – Law and Asian Studies (Continuing Students Only) 1297/1298 Bachelor of Laws/Bachelor of Arts (Politics, Government and International Relations) 1234 Bachelor of Laws/Bachelor of Arts In Criminology and Criminal Justice 1120 Bachelor of Laws/Bachelor of Arts In Politics and Government (Continuing Students Only) 1126/1299 Bachelor of Laws/Bachelor of Business 1128/1300 Bachelor of Laws/Bachelor of Commerce 1140 Bachelor of Laws/Bachelor of Environmental Planning (Continuing Students Only) 1235 Bachelor of Laws/Bachelor of Information Technology (Continuing Students Only) 1119/1135 Bachelor of Laws/Bachelor of International Business 1275 Bachelor of Laws/Bachelor of International Relations (Continuing Students Only) 1136/1139 Bachelor of Laws/Bachelor of Psychological Science 1304/1305 Bachelor of Laws/Bachelor of Science (Continuing Students Only) 1121 Bachelor of Laws/Bachelor of Science (Environment) 1138 Bachelor of Laws/Bachelor of Commerce with Honours</td>
</tr>
<tr>
<td>34.0</td>
<td>GBS Special Purpose Submission (2008/0016854) 1346 Bachelor of Asian Business with Honours</td>
</tr>
<tr>
<td>35.0</td>
<td>GBS Special Purpose Submission (2008/0016855) 3210 Graduate Certificate in Policy Analysis</td>
</tr>
<tr>
<td>36.0</td>
<td>Item 37.0 HSV Major Change Submission (2008/0004882) 1263 Bachelor of Human Services/Bachelor of Criminology and Criminal Justice</td>
</tr>
<tr>
<td>37.0</td>
<td>HSV Major Change Submission (2008/0004880) 1098 Bachelor of Human Services</td>
</tr>
<tr>
<td>38.0</td>
<td>NRS Special Purpose Submission (2008/0004858) 1161 Bachelor of Nursing (GC) 1162 Bachelor of Nursing (LG) 1165 Bachelor of Nursing (NA)</td>
</tr>
</tbody>
</table>
12.0 **NRS WITHDRAWAL SUBMISSION (2008/0004876)**  
**1232 BACHELOR OF NURSING POST REGISTRATION**

12.1 The School of Nursing and Midwifery proposes to withdraw the Bachelor of Nursing Post Registration (1232 Logan) from Semester 1, 2009. In accordance with the University’s Academic Plan requiring Groups to review their undergraduate program profile, this program is planned for withdrawal due to consistently low enrolments.

12.2 The Bachelor of Nursing Post Registration is a one year full time or two years part time program consisting of four core courses per semester with students undertaking courses in the existing Bachelor of Nursing program. Continuing students will be accommodated within this program.

**Recommendation**

12.3 The Academic Committee, on the recommendation of the 8/2008 Programs Committee (4 December 2008) is asked to approve the disestablishment of the Bachelor of Nursing Post Registration (1232), as detailed in 2008/0004876 from Semester 1, 2009.

**For approval**

13.0 **MED WITHDRAWAL SUBMISSION (2008/0004889)**  
**5239 MASTER OF LEGAL MEDICINE**  
**3218 GRADUATE CERTIFICATE IN LEGAL MEDICINE**

13.1 The School of Medicine proposes to withdraw the Graduate Certificate in Legal Medicine (3218) and the Master of Legal Medicine (5239) from Semester 1, 2009.

13.2 Changes to staffing arrangements and a review of the courses within the program led to the suspension of intake into the Masters program in 2007 pending a full program review. Further review has now taken place, resulting in the proposal to withdraw the postgraduate Legal Medicine program offerings from 2009.

**Recommendation**

13.4 The Academic Committee, on the recommendation of the 8/2008 Programs Committee (4 December 2008) is asked to approve the disestablishment of the Master of Legal Medicine (MLegalM 5239) and the Graduate Certificate in Legal Medicine (GCertLegalM 3218), as detailed in 2008/0004889 from Semester 1, 2009.

**For approval**

14.0 **GBS WITHDRAWAL SUBMISSION (2008/0016849)**  
**3083 GRADUATE CERTIFICATE IN PUBLIC ADMINISTRATION**  
**5327 MASTER OF PUBLIC ADMINISTRATION WITH HONOURS**

14.1 The Griffith Business School propose to withdraw Graduate Certificate in Public Administration (3083) and Master of Public Administration with Honours (5327) for implementation in Semester 1, 2009. A review conducted by the Department of Politics and Public Policy to re-evaluate the postgraduate offerings with the objective of increasing the level of fee income and raising quality of provision revealed consistently low enrolments within these programs.

14.2 Transition requirements are not necessary as there will be no student enrolments after 2008.
Recommendation

14.3 The Academic Committee, on the recommendation of the 8/2008 Programs Committee (4 December 2008) is asked to approve the disestablishment of the Graduate Certificate in Public Administration (GCertPAdmin 3083) and Master of Public Administration with Honours (MPadmin 5327), as described in 2008/0016849 from Semester 1, 2009.

For approval

15.0 EDU WITHDRAWAL SUBMISSION (2008/0017602)

15.1 The Faculty of Education proposes to withdraw Graduate Diploma of Education – Middle Years (4144 MG/4145 GC) as described in 2008/0017602, due to current marketing viability, and sessional staffing budget pressures, effective from Semester 1, 2009.

15.2 Current students will be able to continue in the program until completion.

Recommendation

15.3 The Academic Committee, on the recommendation of the 8/2008 Programs Committee (4 December 2008) is asked to approve the disestablishment of the Graduate Diploma of Education – Middle Years (GDipEd 4144 MG/4145 GC), as described in document 2008/0017602 from Semester 1, 2009.

For approval

16.0 GGRS NEW PROGRAM SUBMISSION (2008/0025782)

16.1 The Academic Committee, on the recommendation of the Programs Committee 5/2008 (August), is asked to consider the attached Full Program Proposal to offer the Graduate Certificate in Research Studies (3237) and the Master of Research Studies (5514) as described in document 2008/0025782 for introduction in Semester 1, 2008.

16.2 In discussing the submission, the 3/2008 Programs Committee meeting raised the following issues and sought additional advice:
- Committee members noted the proposed programs would be exit qualifications only.
- These programs were being proposed to cater for students unable to meet the admission criteria for PhD or MPhil on completion of the University’s RHD Qualifying Program.
- There was much discussion about whether having failed to qualify for a research higher degree, students should be awarded a Masters of Research Studies, which implies they have been successful in research. Other universities might consider such a Masters does qualify a student to undertake a PhD.
- Members queried the title of the programs as not being truly representative of the outcome of the students’ efforts.
- The Committee would like to see some statistics in support of the request for establishing these programs.
- Members expressed the view that careful consideration needs to be given to establishing such coursework postgraduate awards and requests details about degree requirements and a program structure suitable for such coursework postgraduate programs.
- The Committee also requested information regarding advice to be given to students in the RHD Qualifying Program about exit qualification strategies.
- Members requested information about what procedures will be put in place for past unsuccessful RHD Qualifying Program students to be awarded this degree retrospectively.
- The Committee recommended that consideration be given to having the proposed programs as the standard entry points (instead of the non-award RHD Qualifying Program) for potential RHD students who do meet the entry requirements for a RHD. Students who do not achieve a required GPA in the entry program would then exit with the entry qualification and those that met the standard would be permitted to articulate to a RHD. The RHD rules could be set up so the articulation pathway carries full credit into the RHD.

16.3 A revised submission addressing these issues was then considered at the 5/2008 Programs Committee and subsequently endorsed, subject to minor amendment.

Recommendation:

19.6 The Academic Committee, on the recommendation of the 5/2008 Programs Committee meeting (7 August 2008) is asked to approve the establishment of the Graduate Certificate in Research Studies (GCertResSt - 3237) and the Master of Research Studies (MResSt - 5514), as detailed in 2008/0025782, from Semester 1, 2008.

For approval

17.0 PBH FULL PROGRAM PROPOSAL (2008/0004822)

5530 MASTER OF HEALTH SERVICES MANAGEMENT – ADVANCED (INTEGRATING HONOURS)

17.1 The Academic Committee, on the recommendation of the 7/2008 Programs Committee (October), is asked to consider the attached Full Program Proposal to establish the Master of Health Services Management – Advanced (Incorporating Honours) (MHServMgt 5530) as described in document 2008/0004822 for introduction in Semester 1, 2009.

17.2 The School of Public Health proposes to introduce a 160CP Master of Health Services Management (Advanced) at the South Bank Campus. This program will complement the existing Master of Health Services Management (80CP) and the Masters of Health Services Management (Honours) (120CP). The proposed program aims to provide health care professionals with the necessary theoretical underpinnings of health management concepts and the development of a range of practical skills, particularly related to leadership and management roles. This program will require students to engage in a number of learning approaches that will combine traditional classroom type activities, health management-related research and hands-on practical experience.

17.3 To be eligible for the award of Master of Health Services Management (Advanced) a student must acquire 160CP as prescribed below:
- gain 70CP for the core courses
- gain 10CP for one elective from Elective List A
- gain 40CP for listed electives from Elective List B
- gain 40CP for work integrated learning
- gain no more than 10CP in coursework or dissertation in which the grade of Pass Conceded (PC) has been attained.

17.4 To be eligible for the award of Master of Health Services Management (Advanced with Honours) a student must acquire 160CP as prescribed below:
- gain 70CP for the core courses
- gain 10CP for one elective from List A
- gain 40CP for dissertation
- gain 40CP for work integrated learning
- gain no more than 10CP in coursework or dissertation in which the grade of Pass Conceded (PC) has been attained.
17.5 This program supports the Strategic Plan (2006-2010) goal to introduce WIL components into at least 70% of all degree programs by 2010.

Recommendation:

17.6 The Academic Committee, on the recommendation of the 7/2008 Programs Committee (9 October 2008), is asked to approve the establishment of the Master of Health Services Management (Advanced) (incorporating Honours (5530) (MHSerMgt), as detailed in 2008/0004822, for introduction in Semester 1, 2009.

For approval

18.0 GBS FULL PROGRAM PROPOSAL (2008/0025799)  
1346 BACHELOR OF ASIAN BUSINESS WITH HONOURS

18.1 The Academic Committee, on the recommendation of the 7/2008 Programs Committee (9 October 2008), is asked to consider the attached Full Program Proposal proposing the establishment of the Bachelor of Asian Business with Honours (BAsBus 1346) as described in document 2008/0025799, for introduction in Semester 1, 2009.

18.2 This program is targeted at students who wish to have future careers that require competency in managing in an Asian (especially North East Asian) context, requiring a good knowledge of the relevant language, culture, and political economy and business environment. The program is unique in its emphasis on intensive study-abroad language instruction (1 year) and industry internship.

18.3 A revised submission addressing the issues raised at the previous Programs Committee meeting was considered at the 7/2008 Programs Committee meeting. Members were satisfied that the revision proposal addressed their concerns and subsequently recommended its approval.

18.4 To be eligible for the award of Bachelor of Asian Business with Honours (BAsBus) a student must acquire 320CP as prescribed below:

- gain 90CP for first year level courses, consisting of 70CP of core courses and 20CP of first year language electives
- gain 110CP for prescribed courses in Years 2, and 3, including 10CP for 3030IBA Asian Business Capstone Course
- gain 80CP for intensive in-country language study
- gain 40CP for 4001IBA Honours Research Project/Internship
- gain no more than 30CP of courses in which the grade of Pass Conceded (PC) has been attained
- gain no more than 100CP for courses at first year level
- gain at least 60CP for courses (core and elective) at third year level. For the purposes of this rule the in-country language study undertaken in Semester 1, Year 3 is recognised as third year level.
- Consistent with the Association to Advance Collegiate Schools of Business (AACSB) Standard 17, a student undertaking this program must complete 80CP of prescribed courses as specified by the Program Director.

18.5 To be eligible to progress to the honours component (40CP Honours Research Project/Internship), a student must:

- complete the first three years (280CP) of prescribed coursework and in-country language study;
- achieve a minimum GPA of 5.0 across the second and third year prescribed courses;
- successfully complete an interview with the Program Director and the Honours Internship Co-ordinator and a language proficiency test in their language of specialisation by the mid-semester break in Semester 2 of Year 3;
- have no other documented grounds for being deemed ineligible;
- students should note that progression to Year 4 (Honours) is competitive and
students who satisfy the academic requirements may not necessarily progress to fourth year;
- students who fail to meet one or more of these criteria will be deemed ineligible for progression to Year 4 (Honours) and will graduate with a pass degree on successful completion of the 280CP required in years 1 to 3.

18.6 The University's standard minimum English Language Requirements for entry to this postgraduate program will apply.
- Native speakers will not be permitted to study their first language in this program.
- Anticipated enrolments in this program will be low due to the difficulties in sourcing internships and study abroad programs for high volumes of students.
- An OP cut-off of 7 will apply to international students applying for the program.
- Students with an OP 8-10 may be considered on a case-by-case basis by the GBS.
- Domestic enrolments will be managed through the QTAC admissions round.

Recommendation

18.7 The Academic Committee, on the recommendation of the 7/2008 Programs Committee (9 October 2008), is asked to approve the establishment of the Bachelor of Asian Business with Honours (BAsBus 1346), as detailed in 2008/0025799, for introduction in Semester 1, 2009.

For approval

19.0 LAW NEW PROGRAM PROPOSAL (2008/0025803)
5501 MASTER OF MIGRATION LAW AND PRACTICE

19.1 The Academic Committee, on the recommendation of the 8/2008 Programs Committee (4 December 2008), is asked to consider the attached New Program Proposal proposing the establishment of the Master of Migration Law and Practice (MMigLawPrac 5501) as described in document 2008/0025803, for introduction in Semester 1, 2009.

19.2 The Griffith Law School previously presented a submission for the Master of Migration Law and Practice (5501) an 80CP, intensive, on campus program at the 10/2007 Programs Committee meeting for establishment at the South Bank campus. At that time, Programs Committee recommended changes to the submission. These changes have now been reflected in the revised attached submission.

19.3 The following were the issues raised by the Programs Committee (10/2007) as needing to be addressed in a revised submission:
- Noted non-standard IELTS 7.0 (in line with Grad Cert) and 16 week semesters.
- The possible CRICOS compliance issues for international students studying part-time.
- Concern about students who are an accredited immigration law specialist with the Queensland Law Society receiving 40CP of credit for the Graduate Certificate in Australian Migration Law and Practice as a result of completion of the requirements for specialist status.
- University policy states that students must complete 60CP at Griffith to be awarded a Griffith 80CP Masters.
- Courses undertaken in programs within the University which formally articulate with the Masters degree may be counted towards satisfying the requirements of the Master degree. These arrangements are not limited by the restrictions on the amount of credit which may be granted as set out above.
- Concern was expressed about the risk factor associated with the statement in Section C which indicates "there are no other University staff members who can contribute to the process".
- The degree requirements should be amended to reflect the hours involved in the intensive modules.
19.4 The Griffith Law School has revised this submission (2008/0025803) to address the issues raised by Programs Committee.

19.5 To be eligible for the award of Master of Migration Law and Practice a student must acquire 80CP as prescribed below:
- Complete 40CP as prescribed in the Graduate Certificate in Australian Migration Law and Practice (with a GPA of 4.0 or higher);
- Gain an additional 40CP for prescribed elective courses;
- The grade of Pass Conceded will not be awarded for any courses within this program.

Recommendation:

19.6 The Academic Committee, on the recommendation of the 8/2008 Programs Committee (4 December 2008), is asked to approve the establishment of the Master of Migration Law and Practice (MMigLawPrac 5501), as detailed in 2008/0025803, for introduction in Semester 1, 2009.

For approval

20.0 GBS FULL PROGRAM PROPOSAL (2008/0016852)
3244 GRADUATE CERTIFICATE IN SUSTAINABLE ENTERPRISE

20.1 The Academic Committee, on the recommendation of the 8/2008 Programs Committee (4 December 2008), is asked to consider the attached New Program Proposal proposing the establishment of the Graduate Certificate in Sustainable Enterprise (GCertSustEnt 3244) as described in document 2008/0016852, for introduction in Semester 2, 2009.

20.2 To be eligible for the award of Graduate Certificate in Sustainable Enterprise, a student must acquire 40CP as prescribed below:
- gain 40CP for the prescribed core courses; and
- the grade of Pass Conceded (PC) will not be awarded for any course within the program.

20.3 The Academic Committee is asked to note that the English language requirements for this program are proposed to be higher than the requirements stipulated in the Admission Policy for Coursework Postgraduate Programs. The Group argue that the pedagogy of the program, particularly the group work for Courses 3 and 4, and the online classes for Course 1 require a high standard of English. The general level of English in the class as a whole is important due to such group work being assessed at a group level.

20.4 Students who successfully complete the Graduate Certificate in Sustainable Enterprise may be eligible for 40CP advanced standing towards a specialisation in the Master of Business Administration (MBA). Students must meet the stated admission requirements for the MBA. The MBA will offer a 40CP specialisation in Sustainable Enterprise.

Recommendation:

20.5 The Academic Committee, on the recommendation of the 8/2008 Programs Committee (4 December 2008), is asked to approve the establishment of the Graduate Certificate in Sustainable Enterprise (GCertSustEnt 3244), as detailed in 2008/0016852, for introduction in Semester 2, 2009.

For approval
21.0 GBS FULL PROGRAM PROPOSAL (2008/0025809)
3245 GRADUATE CERTIFICATE IN LEADERSHIP AND MANAGEMENT

21.1 The Academic Committee, on the recommendation of the 8/2008 Programs Committee (4 December 2008), is asked to consider the attached New Program Proposal proposing the establishment of the Graduate Certificate in Leadership and Management (GCertLeadMgt 3244) as described in document 2008/0025809, for introduction in Semester 1, 2009.

21.2 To be eligible for the award of Graduate Certificate in Leadership and Management, a student must acquire 40CP as prescribed below:
   - gain 40CP for the prescribed core courses; and
   - the grade of Pass Conceded (PC) will not be awarded for any course within the program.

21.3 This program is to be offered as part of the Griffith Business School Executive Education Portfolio designed to provide UnitingCare Health (UCH) middle managers and aspiring leaders with the business management knowledge they need to have maximum effectiveness in their roles. As such, the Graduate Certificate program is offered for UCH sponsored students only. Students who successfully complete the Graduate Certificate in Leadership and Management may be eligible for 40CP advanced standing towards the Master of Business Administration (MBA). Students must meet the stated admission requirements for the MBA and will then be required to complete 80CP core courses.

21.4 This program will be offered off campus in UnitingCare Health training facilities. Students will be provided with printed materials at the commencement of each course. Each course in the program will be delivered over four days, in intensive mode.

Recommendation:

21.5 The Academic Committee, on the recommendation of the 8/2008 Programs Committee (4 December 2008), is asked to approve the establishment of the Graduate Certificate in Leadership and Management (GCertLeadMgt 3244) as described in document 2008/0025809, for introduction in Semester 1, 2009.

For approval

22.0 EDU MAJOR CHANGE SUBMISSION (2008/0017600)
3166 GRADUATE CERTIFICATE IN EARLY CHILDHOOD

22.1 The Academic Committee, on the recommendation of the 8/2008 Programs Committee (4 December 2008), is asked to consider the attached Major Change Submission proposing changes to the Graduate Certificate in Early Childhood (3166) as described in document 2008/0017600, for introduction in Semester 1, 2009.

22.2 The Faculty of Education proposes to offer a stand alone Graduate Certificate in Early Childhood Education, comprising four courses, with the term “Education” appearing in the title of the award. Currently the program title is Graduate Certificate in Early Childhood. The revised program is planned to be offered solely by the Faculty of Education and will offer 4 courses only in Early Childhood Education.

22.3 The proposed changes to the program have the support of the Pro Vice Chancellor (Arts, Education and Law) and consultation has occurred between the Faculty of Education and Griffith Health resulting in uniform support for the changes. The proposal was also supported by the Deputy Vice Chancellor (Academic) at the Arts, Education and Law program planning meeting held on 26 November 2008.

22.4 The program will not have an option to undertake study in Childcare Studies.

22.5 To be eligible for the award of Graduate Certificate in Early Childhood (GCertECE), a student must acquire 40CP as prescribed below:
- gain 40CP for the core courses and
- the grade of Pass Conceded will not be awarded for any course in this program.

22.6 All current students will be able to complete the program as is currently prescribed. Students undertaking the Early Childhood Education strand will have the option of completing the fourth education course to be introduced in 2009.

**Recommendation:**

22.7 The Academic Committee, on the recommendation of the 6/2008 Programs Committee (4 September 2008), is asked to approve the attached Major Change Submission proposing changes to the Graduate Certificate in Early Childhood (3166) as described in document 2008/0017600, for introduction in Semester 1, 2009.

**For approval**

23.0 BPS SPECIAL PURPOSE SUBMISSION (2008/0025791)

3207 GRADUATE CERTIFICATE IN CLINICAL SCIENCE
5471 MASTER OF CLINICAL SCIENCE
5519 MASTER OF CLINICAL SCIENCE WITH HONOURS

23.1 The Academic Committee, on the recommendation of the 6/2008 Programs Committee (September 2008), is asked to consider the attached Special Purpose Submission proposing to rationalise course offerings within the Master of Clinical Science suite of programs, as detailed in 2008/0025791, for implementation in Semester 1, 2009.

23.2 The changes proposed below are expected to finalise the course rationalisation across the Master of Clinical Science, and include the withdrawal of all 5CP courses from the program:

23.3 Two administrative changes are also proposed:

- Admission requirements for the Master of Clinical Science Clinical Physiology specialisation be modified to include the requirement for an interview, either in person or by teleconference. This requirement has been deemed necessary to counsel students, and especially international students, who misinterpret this program specialisation as being a research focused, and not professional, pathway.

- As these are separate professional specialisations, that the co-convenors for the program be clearly identified against each specialisation to obviate confusion for both potential students and administrative officers at Griffith International:

**Recommendation:**

23.4 The Academic Committee, on the recommendation of the 6/2008 Programs Committee (4 September 2008), is asked to approve the Special Purpose Submission proposing to rationalise course offerings within the Master of Clinical Science suite of programs, as detailed in 2008/0025791, for implementation in Semester 1, 2009.

**For approval**

24.0 BPS MAJOR CHANGE SUBMISSION (2008/0025807)

1028 BACHELOR OF AVIATION

24.1 The Academic Committee, on the recommendation of the 8/2008 Programs Committee (4 December 2008), is asked to consider the proposed changes to the Bachelor of Aviation, as detailed in Major Change Submission 2008/0025807, for implementation in Semester 1, 2009.
24.2 The School of Bimolecular and Physical Sciences proposes to offer two study pathways for students completing the Bachelor of Aviation (1028), Nathan Campus: the standard model and the distributed flying model. Previously this program was offered with a part-time option only where flight training is completed during a part-time third year.

24.3 Students undertaking the standard Bachelor of Aviation model will complete 40CP in each semester of Year 1, 50CP in each semester of Year 2 and 20CP in each semester of Year 3 including summer semester. The part-time enrolment in the Bachelor of Aviation in Year 3 will enable students to undertake their flight training concurrently in Year 3 within the Graduate Diploma of Flight Management. As this pathway requires a part-time enrolment in the Bachelor of Aviation in the Year 3 semesters and concurrent enrolment in the Graduate Diploma of Flight Training program which is offered to domestic students only, this pathway will not be available to International students.

24.4 International or domestic students undertaking the distributed flying model will complete 40CP in each semester in Years 1 to 3 and complete their flight training concurrently over the three years. Domestic students wishing to complete the Graduate Diploma of Flight Training concurrently with the Bachelor of Aviation over three years will be required to follow this pathway.

24.5 The following changes are proposed to the existing degree requirements (changes tracked):

To be eligible for the award of Bachelor of Aviation (BAvn), a student must acquire 240CP as prescribed below:

- gain 60CP for the prescribed first year courses in the Bachelor of Aviation
- gain 90CP for the second and third year courses as prescribed in the Bachelor of Aviation
- complete the following flying training programs (compulsory 60CP Aviation major):
  - complete the Commercial Pilot Licence theory and practical (equivalent to 20CP of second year courses)
  - complete all theory components of the Airline Transport Pilot Licence (equivalent to 40CP of third year courses)
- complete EITHER the Standard Mode Pathway (not available to International students) OR the Distributed Flying Mode Pathway
- gain 70CP for the prescribed first year courses in the Bachelor of Aviation
- gain 140CP for the second and third year courses as prescribed in the Bachelor of Aviation
- gain no more than 30CP of elective courses as deemed suitable by the Head, School of Aviation
- no more than 30CP of courses for which a grade of Pass Conceded (PC) has been attained can be counted towards the 240CP required to complete this program
- no more than 30CP for courses in which a grade of Pass Conceded (PC) has been attained
- gain no more than 100CP of courses at first year level
- gain a Commercial Pilot Licence and either a Multi-Engine Command Instrument or Instructor Rating.

24.6 The flight theory for which students currently receive 60CP credit towards the degree program will be now be delivered as 6 new 10CP courses by the School:

**Recommendation:**

24.7 The Academic Committee, on the recommendation of the 8/2008 Programs Committee (4 September 2008), is asked to approve the proposed changes to the Bachelor of Aviation, as detailed in Major Change Submission 2008/0025807, for implementation in Semester 1, 2009.

**For approval**
25.0  BPS MAJOR CHANGE SUBMISSION (2008/0005849)
4140 GRADUATE DIPLOMA OF FLIGHT MANAGEMENT

25.1 The Academic Committee, on the recommendation of the 8/2008 Programs Committee (4 December 2008), is asked to consider the proposed changes to the Graduate Diploma of Flight Management, as detailed in Major Change Submission 2008/0005849, for implementation in Semester 1, 2009.

25.2 The Graduate Diploma of Flight Management (4140) currently includes eight Flight Training Practicum’s offered in both teaching semesters as well as summer and winter semesters, allowing students to progress through the conjoint programs at an accelerated rate to comply with aviation industry training requirements.

25.3 The current available practicums, and in particular the last two practicums, Practicum VII and VIII respectively, are designed to introduce students to manage flights in multi-engined aircraft and to introduce students to management of flight in Instrument Flight Rules (IFR) Environment and then finally manage flights in command. The last two practicums will be named to differentiate between the two academic plans.

25.4 The Instrument Rating academic plan will incorporate all eight current practicums. The second academic plan – Instructor Rating will incorporate the first six current practicums and two new practicums 7529BPS Flight Practicum –Instructor Rating 1 and 7530BPS Flight Practicum - Instructor Rating 2, which provides students with the theory and practical aspects of how people learn, best practice instructing methods and developing instructor skills for teaching sequences from Ab Initio to Commercial in the air. The change allows students to make career choices of either instructor or instrument rated pathways and meets the requirements for the Bachelor of Aviation.

25.5 Instructor rating will incorporate the first six current practicums and two new practicum’s 7529BPS Flight Practicum –Instructor Rating 1 and 7530BPS Flight Practicum - Instructor Rating 2

25.6 Entry requirements, including psychometric testing, skills tests and interviews for the program have become unworkable with the large numbers of students interested in the program. Consequently, the selection process has been modified to assess personal qualities in a structured interview with the program convenor and another staff member.

Recommendation:

25.7 The Academic Committee, on the recommendation of the 8/2008 Programs Committee (4 September 2008), is asked to approve the proposed changes to the Graduate Diploma of Flight Management, as detailed in Major Change Submission 2008/0005849, for implementation in Semester 1, 2009.

For approval

26.0  ENV MAJOR CHANGE SUBMISSION (2008/0025808)
3212 GRADUATE CERTIFICATE IN ENVIRONMENT
5477 MASTER OF ENVIRONMENT
5478 MASTER OF ENVIRONMENT WITH HONOURS

26.1 The Academic Committee, on the recommendation of the 8/2008 Programs Committee (4 December 2008), is asked to consider the proposed changes to the Graduate Certificate in Environment (3212), the Master of Environment (5477) and the Master of Environment with Honours (5478), as detailed in Major Change Submission 2008/0025808, for implementation in Semester 1, 2009.

26.2 The Griffith School of Environment proposes to change the program structure and admission requirements of the Master of Environment suite along with creating two new entries, Master of Environment Advanced (80CP) (5532) and Master of Environment
Advanced with Honours (120CP) (5533). These changes are an incorporation of the previous Australian School of Environmental Studies, the School of Environmental Planning and to a lesser extent the School of Environmental and Applied Science into the new Griffith School of Environment.

26.3 The new Master of Environment suite has emerged as the result of renewal exercises within the Griffith School of Environment and comprehensive consultation processes in response to the former Environmental Sciences Faculty Review and the former AES School retreat that were both conducted in 2006.

26.4 Proposed changes include the following:

- Modifications to the required number of core courses for the Master of Environment so all specialisations have 40CP of specified Core Courses and 40CP of Elective courses.
- Introduce an Admission Rule 2 for students entering into the Master of Environment under the “Professional Group Visa” in the “Centre for Environment and Public Health” in the Environmental Protection specialisation. These students must have achieved a minimum overall band score of 6.0 on IELTS (International English Language Testing System). All other students enter under Admission Rule 1 and have the Admission Rule requirements as currently outlined for the Master of Environment. All other students enter under Admission Rule 1 and must meet existing Master of Environment admission requirements.
- Introduce two new options within the Master of Environment Suite. These are (i) Master of Environment Advanced comprising 120CP of course work and (ii) Master of Environment Advanced with Honours – 160CP, including 120CP of coursework and 40CP of Dissertation. The inclusion of these additions meets the requirements of a two year Masters program for International students. Admission rules for entry into the Masters Advanced and Masters Advanced with Honours are the same as for the Masters and Masters with Honours
- rationalising core and elective choices across all specialisations, including removing one course from the electives list (6109ENV Experimental Design and Statistics) and swapping the semester of offering for 7131ENV Trends and Issues in Education for Sustainability and 7441ENV Educating for Sustainable Communities.

Recommendation:

26.5 The Academic Committee, on the recommendation of the 8/2008 Programs Committee (4 September 2008), is asked to approve the proposed changes to the Graduate Certificate in Environment (3212), the Master of Environment (5477) and the Master of Environment with Honours (5478), as detailed in Major Change Submission 2008/0025808, for implementation in Semester 1, 2009.

For approval

27.0 BPS MAJOR CHANGE SUBMISSION (2008/0025810)

5098 MASTER OF SCIENCE IN FORENSIC SCIENCE (QPS)
5522 MASTER OF SCIENCE WITH HONOURS IN FORENSIC SCIENCE

27.1 The Academic Committee, on the recommendation of the 8/2008 Programs Committee (4 December 2008), is asked to consider the proposed changes to the Master of Science in Forensic Science (QPS) (5098) and Master of Science with Honours in Forensic Science (5522), as detailed in Major Change Submission 2008/0025810, for implementation in Semester 1, 2009.

27.2 The School of Biomolecular and Physical Sciences proposes to revise the structures of these programs. The current academic plans, Police Forensic Science and Forensic Document Examination, are to be renamed with the streams becoming Queensland Police Service (QPS) tailored to be closely aligned with the professional needs of QPS Scientific in relation to their educational, training, and operational requirements.
27.3 The proposed changes arise out of a substantial review of this program that was undertaken by QPS in consultation with the Program Convenor. This review has involved widespread consultation with QPS personnel including senior managers, Scientific Officers throughout the State, operational police and other stakeholders.

27.4 Specific changes include:
- Rename the Forensic Document Examination stream to QPS Forensic Document Examiners stream.
- Rename the Police Forensic Science stream to QPS Scientific Officers stream with revised structure that sees many previously offered courses being withdrawn.
- It is proposed that no Pass Conceded grades will be awarded in the revised degree requirements.
- Students are advised in the program catalogue that applications for admission will be considered by a selection panel that includes, but is not necessarily limited to, the Program Convenor (Griffith University), the Inspector (QPS Scientific Section, Police Headquarters, Brisbane), the Training Coordinator (QPS Scientific, Police Headquarters, Brisbane), and an external panel member who is a recognised forensic expert not directly employed by QPS.

Recommendation:

27.5 The Academic Committee, on the recommendation of the 8/2008 Programs Committee (4 September 2008), is asked to approve the proposed changes to the Master of Science in Forensic Science (QPS)(5098) and Master of Science with Honours in Forensic Science (5522), as detailed in Major Change Submission 2008/0025810, for implementation in Semester 1, 2009.

For approval

28.0 EPS SPECIAL PURPOSE SUBMISSION (2008/0017597)

3148 GRADUATE CERTIFICATE OF DRAMA EDUCATION
5403 MASTER OF DRAMA EDUCATION
5462 MASTER OF DRAMA EDUCATION WITH HONOURS

28.1 The Academic Committee, on the recommendation of the 8/2008 Programs Committee (4 December 2008), is asked to consider the proposed changes to the Graduate Certificate of Drama Education (3148), Master of Drama Education (5403) and the Masters Honours(5462), Mt Gravatt Campus, as detailed in the attached Special Purpose Submission 2008/0017597, for implementation in Semester 1, 2009.

28.2 The Faculty of Education proposes to bring the Graduate Certificate of Drama Education (3148), Master of Drama Education (5403) and the Masters Honours(5462), Mt Gravatt Campus, into line with the Hong Kong (offshore) program, enabling staff to concurrently run with Hong Kong to reduce work and administration load.

28.3 Students currently enrolled in these programs, will be able to complete their degrees under the existing structures.

28.4 Program intake will alternate, commencing semester 2009 with the next intake in 2011.

Recommendation:

28.5 The Academic Committee, on the recommendation of the 8/2008 Programs Committee (4 September 2008), is asked to approve the proposed changes to the Graduate Certificate of Drama Education (3148), Master of Drama Education (5403) and the Masters Honours (5462), Mt Gravatt Campus, as detailed in the attached Special Purpose Submission 2008/0017597, for implementation in Semester 1, 2009.

For approval
29.0 HLS SPECIAL PURPOSE SUBMISSION (2008/0004894)
HEALTH GROUP PROGRAMS

29.1 The Academic Committee, on the recommendation of the 8/2008 Programs Committee (4 December 2008), is asked to consider proposed changes to a range of Health Group Programs (listed in paragraph 29.6 below), as detailed in the attached Special Purpose Submission 2008/0004894, for implementation in Semester 1, 2009.

29.2 The Griffith Health Group seeks to address a number of issues identified through the Health Group’s 2008 review of practicum placement processes. The Health Group wishes to clearly communicate professional placement requirements and processes to students through the inclusion of standard statements on the program catalogue. Each entry on the program catalogue will include only those standard statements relevant to students within a particular program.

29.3 The Health Group placement review is aligned with the recent September 2008, Griffith University, Australian Universities Quality Agency (AUQA) audit report. In 3.4.4 (under section 3: Theme: Supporting Student Success) AUQA recommends alignment with external reference points and management of risk, specifically that “action is being undertaken to ensure that risks associated with WIL placements are properly managed by schools and departments, and so that occupational health and safety issues are properly addressed.”

29.4 Recent legislative changes have resulted in alterations to requirements a student must comply with before they can undertake a placement in a health care facility.

29.5 The relevant school will notify current students of legislative changes and additional requirements they may need to meet in order to undertake placements from Semester 1 2009. Students will be notified through email and/or announcements posted on appropriate Learning@Griffith sites. Sufficient lead time will be allowed for current students to meet any new requirements.

29.6 The following programs are affected by this submission:

(5471) Master of Clinical Science (Clinical Microbiology / Clinical Physiology) (NA)
(5080) Master of Science in Genetic Counselling (NA)
(1259) Bachelor of Oral Health in Dental Science (GC)
(1262) Bachelor of Oral Health in Oral Health Therapy (GC)
(1260) Bachelor of Oral Health in Dental Technology (GC)
(4136) Graduate Diploma of Dentistry (GC)
(5402) Master of Dental Technology in Prosthetics (GC)
(6018) Doctor of Clinical Dentistry (GC)
(1098) Bachelor of Human Services (LG)
(1345) Bachelor of Human Services/Master of Rehabilitation Counselling (LG)
(1095) Bachelor of Human Services in Child & Family Studies (LG)
(1244) Bachelor of Human Services in Child & Family Studies/Bachelor of Education – Primary (LG)
(1263) Bachelor of Human Services/Bachelor of Criminology & Criminal Justice (LG)
(5169) Master of Human Services (LG)
(1282) Bachelor of Social Work (LG)
(5476) Master of Social Work (LG)
(5505) Master of Social Work (GC)
(3217) Graduate Certificate in Community Rehabilitation (LG)
(5513) Master of Community Rehabilitation (LG)
(5475) Master of Mental Health Practice (LG)
(5509) Master of Mental Health Practice with Honours (LG)
(1272) Bachelor of Medicine/Bachelor of Surgery (GC)
(1162) Bachelor of Nursing (GC)
(1165) Bachelor of Nursing (LG)
(1161) Bachelor of Nursing (NA)
Recommendation:

29.7 The Academic Committee, on the recommendation of the 8/2008 Programs Committee (4 September 2008), is asked to approve the proposed changes to the range of Health Group Programs (identified in paragraph 29.6 above), as detailed in the attached Special Purpose Submission 2008/0004894, for implementation in Semester 1, 2009.

For approval

30.0 DOH SPECIAL PURPOSE SUBMISSION (2008/0016325) 5402 MASTER OF DENTAL TECHNOLOGY IN PROSTHETICS

30.1 The Academic Committee, on the recommendation of the 8/2008 Programs Committee (4 December 2008), is asked to consider the proposed changes to the Master of Dental Technology in Prosthetics (5402), as detailed in the attached Special Purpose Submission 2008/0016325, for implementation in Semester 1, 2009.

30.2 The School of Dentistry and Oral Health proposes to change the admission requirements for the Master of Dental Technology in Prosthetics (5402). The current process of selection has been both time consuming and expensive for the School to evaluate and assess prospective students.

30.3 Entry requirements have been adjusted to accommodate students with academic qualifications more suited to the program, maintaining the academic standards and the clinical expertise required by a graduate of this program.

30.4 Existing offers to international students pursuant to the previous admission requirements will be honoured.
Recommendation:

30.5 The Academic Committee, on the recommendation of the 8/2008 Programs Committee (4 September 2008), is asked to approve the proposed changes to the Master of Dental Technology in Prosthetics (5402), as detailed in the attached Special Purpose Submission 2008/0016325, for implementation in Semester 1, 2009.

For approval

31.0 NRS SPECIAL PURPOSE SUBMISSION (2008/0004885)
5424 MASTER OF ADVANCED PRACTICE
5425 MASTER OF ADVANCED PRACTICE WITH HONOURS

31.1 The Academic Committee, on the recommendation of the 8/2008 Programs Committee (4 December 2008), is asked to consider the proposed changes to the Master of Advanced Practice (5424), Master of Advanced Practice with Honours (5425), as detailed in the attached Special Purpose Submission 2008/0004885, for implementation in Semester 1, 2009.

31.2 The School of Nursing and Midwifery proposes changes to the admission requirements for a number of specialisations within the Master of Advanced Practice (5424), Master of Advanced Practice with Honours (5425) currently offered at Nathan Campus.

- Master of Advanced Practice (Gerontontology)
- Master of Advanced Practice (Acute Care Nursing)
- Master of Advanced Practice (Infection Control)
- Master of Advanced Practice (Mental Health Nursing)
- Master of Advanced Practice (Sexual Health)

Recommendation:

31.3 The Academic Committee, on the recommendation of the 8/2008 Programs Committee (4 September 2008), is asked to approve the proposed changes to the Master of Advanced Practice (5424), Master of Advanced Practice with Honours (5425), as detailed in the attached Special Purpose Submission 2008/0004885, for implementation in Semester 1, 2009.

For approval

32.0 ENG SPECIAL PURPOSE SUBMISSION (2008/0005864)
1329 BACHELOR OF ENGINEERING (ENVIRONMENTAL ENGINEERING) / BACHELOR OF BUSINESS (MANAGEMENT)

32.1 The Academic Committee, on the recommendation of the 8/2008 Programs Committee (4 December 2008), is asked to consider the proposed changes to the degree requirements for the Bachelor of Engineering (Environmental Engineering) / Bachelor of Business (Management) (1329), as detailed in the attached Special Purpose Submission 2008/0005864, for implementation in Semester 1, 2009.

32.2 Due to course rationalisation, two new core courses are introduced to the program and a number of existing courses have been revised and renamed and in some instances recoded.

Recommendation:

32.3 The Academic Committee, on the recommendation of the 8/2008 Programs Committee (4 September 2008), is asked to approve the proposed changes to the Bachelor of Engineering (Environmental Engineering) / Bachelor of Business (Management) (1329), as detailed in the attached Special Purpose Submission 2008/0005864, for implementation in Semester 1, 2009.

For approval
33.0 LAW SPECIAL PURPOSE SUBMISSION (2008/0016793)

1137/1141 BACHELOR OF LAWS (GRADUATE ENTRY)
1276/1277 BACHELOR OF LAWS/BACHELOR OF ARTS
1127 BACHELOR OF ARTS/BACHELOR OF ARTS – LAW, MEDIA AND CULTURE
(CONTINUING STUDENTS ONLY)
1118 BACHELOR OF LAWS/BACHELOR OF ARTS – LAW AND ASIAN STUDIES
(CONTINUING STUDENTS ONLY)
1297/1298 BACHELOR OF LAWS/BACHELOR OF ARTS (POLITICS, GOVERNMENT AND
INTERNATIONAL RELATIONS)
1234 BACHELOR OF LAWS/BACHELOR OF ARTS IN CRIMINOLOGY AND CRIMINAL
JUSTICE
1120 BACHELOR OF LAWS/BACHELOR OF ARTS IN POLITICS AND GOVERNMENT
(CONTINUING STUDENTS ONLY)
1126/1299 BACHELOR OF LAWS/BACHELOR OF BUSINESS
1128/1300 BACHELOR OF LAWS/BACHELOR OF COMMERCE
1140 BACHELOR OF LAWS/BACHELOR OF ENVIRONMENTAL PLANNING (CONTINUING
STUDENTS ONLY)
1235 BACHELOR OF LAWS/BACHELOR OF INFORMATION TECHNOLOGY (CONTINUING
STUDENTS ONLY)
1119/1135 BACHELOR OF LAWS/BACHELOR OF INTERNATIONAL BUSINESS
1275 BACHELOR OF LAWS/BACHELOR OF INTERNATIONAL RELATIONS (CONTINUING
STUDENTS ONLY)
1136/1139 BACHELOR OF LAWS/BACHELOR OF PSYCHOLOGICAL SCIENCE
1304/1305 BACHELOR OF LAWS/BACHELOR OF SCIENCE (CONTINUING STUDENTS
ONLY)
1121 BACHELOR OF LAWS/BACHELOR OF SCIENCE (ENVIRONMENT)
1138 BACHELOR OF LAWS/BACHELOR OF COMMERCE WITH HONOURS

33.1 The Academic Committee, on the recommendation of the 8/2008 Programs Committee (4
December 2008), is asked to consider the proposed changes to the above Law
programs, as detailed in the attached Special Purpose Submission 2008/0016793, for
implementation in Semester 1, 2009.

33.2 The Griffith Law School proposes changes to the program structure and degree
requirements to make the transition to Honours clearer to students. The changes have
been in operation since 2006 as agreed by Programs Committee (9/2006 Programs
Committee, 2006/0003910) (8/2007 Programs Committee, 2007/0001286). These
changes were never updated on the programs catalogue and have caused confusion.

33.3 No transition arrangements need to be put in place for this change to the degree
requirements for Honours students.

Recommendation:

34.4 The Academic Committee, on the recommendation of the 8/2008 Programs Committee (4
September 2008), is asked to approve the proposed changes to the 1137/1141 Bachelor
of Laws (Graduate Entry); 1276/1277 Bachelor of Laws/Bachelor of Arts; 1127 Bachelor of
Arts/Bachelor of Arts – Law, Media and Culture (Continuing Students Only); 1118 Bachelor
of Laws/Bachelor of Arts – Law and Asian Studies (Continuing Students Only); 1297/1298
Bachelor of Laws/Bachelor of Arts (Politics, Government and International Relations);
1234 Bachelor of Laws/Bachelor of Arts In Criminology and Criminal Justice; 1120
Bachelor of Laws/Bachelor of Arts In Politics and Government (Continuing Students Only);
126/1299 Bachelor of Laws/Bachelor of Business; 1128/1300 Bachelor of Laws/Bachelor
of Commerce; 1140 Bachelor of Laws/Bachelor of Environmental Planning (Continuing
Students Only); 1235 Bachelor of Laws/Bachelor of Information Technology (Continuing
Students Only); 1119/1135 Bachelor of Laws/Bachelor of International Business; 1275
Bachelor of Laws/Bachelor of International Relations (Continuing Students Only);
1136/1139 Bachelor of Laws/Bachelor of Psychological Science; 1304/1305 Bachelor of
Laws/Bachelor of Science (Continuing Students Only); 1121 Bachelor of Laws/Bachelor of
34.0 **GBS SPECIAL PURPOSE SUBMISSION (2008/0016854)**

**1346 BACHELOR OF ASIAN BUSINESS WITH HONOURS**

34.1 The Academic Committee, on the recommendation of the 8/2008 Programs Committee (4 December 2008), is asked to consider the proposed changes to the English language entry requirements for the Bachelor of Asian Business with Honours (1346), as detailed in the attached Special Purpose Submission 2008/0016854, for implementation in Semester 1, 2009.

34.2 The Griffith Business School proposes that the English language entry requirements for the new Bachelor of Asian Business with Honours (1346), Nathan campus be set at a higher level than the University standard. High level English language comprehension is required to achieve a GPA of 5.0, allowing for progression to year two of the program.

34.3 The following requirements are proposed:

The minimum English language proficiency requirements for such applicants to be eligible for entry to this program are as follows:
- A minimum overall band score of 7.0 on IELTS (International English Language Testing System) with no sub-score of less than 6.5 or
- A minimum score of 580 on TOEFL (Test of English as a Foreign Language) or
- A computerised TOEFL score of 237 or
- An internet-based (iBT) TOEFL score of 92 (no score less than 22)
- No score less than 3+ in each skill of the ISLPR (International Second Language Proficiency Rating)
- English test results must be no more than two years old.

34.4 By way of rationale, the School contends that students will require a high level of English language comprehension to achieve a GPA of 5.0 which is required to progress to year two of the program. Raising the admission requirements for this cohort of students will help to ensure the students are more prepared for study at the university level. Additionally, the program is designed for high achieving students and there will be links with the Honours College.

34.5 A secondary reason for raising the English language requirements of this program relates to the University’s English language strategy, to be introduced to undergraduate programs in 2010. The Bachelor of Asian Business with Honours has a highly prescribed structure and has no elective choices. The program will be unable to accommodate students with an IELTS score lower than 7.0 as these students will be required to take a 10CP English course as part of their total credit point requirement.

34.6 As the Bachelor of Asian Studies with Honours is a new program to be introduced in 2009. The proposed changes will apply from the start of the program and no transition arrangements are required.

**Recommendation:**

34.7 The Academic Committee, on the recommendation of the 8/2008 Programs Committee (4 September 2008), is asked to approve the proposed changes to the English language entry requirements for the Bachelor of Asian Business with Honours (1346), as detailed in the attached Special Purpose Submission 2008/0016854, for implementation in Semester 1, 2009.

For approval
35.0 GBS SPECIAL PURPOSE SUBMISSION (2008/0016855)

3210 GRADUATE CERTIFICATE IN POLICY ANALYSIS

35.1 The Academic Committee, on the recommendation of the 8/2008 Programs Committee (4 December 2008), is asked to consider the proposed changes to the Graduate Certificate in Policy Analysis (3210), as detailed in the attached Special Purpose Submission 2008/0016855, for implementation in Semester 1, 2009.

35.2 The Griffith Business School proposes to change the program structure for the Graduate Certificate in Policy Analysis (3210 NA) to include entirely core course elements.

35.3 The program is to be restructured from 30CP core courses with 10CP elective to 40CP core with no electives. The course 7026PPP Managing Public Finance has been withdrawn leaving only one elective. The restructured program will include the remaining elective as core course content.

Recommendation:

35.4 The Academic Committee, on the recommendation of the 8/2008 Programs Committee (4 September 2008), is asked to approve the proposed changes to the Graduate Certificate in Policy Analysis (3210), as detailed in the attached Special Purpose Submission 2008/0016855, for implementation in Semester 1, 2009.

For approval

36.0 HSV MAJOR CHANGE SUBMISSION (2008/0004882)

1263 BACHELOR OF HUMAN SERVICES/BACHELOR OF CRIMINOLOGY AND CRIMINAL JUSTICE

36.1 The Academic Committee, on the recommendation of the 8/2008 Programs Committee (4 December 2008), is asked to consider the proposed changes to the Bachelor of Human Services/Bachelor of Criminology and Criminal Justice (1263), as detailed in the attached Special Purpose Submission 2008/0004882, for implementation in Semester 1, 2009.

36.2 The School of Criminology and Criminal Justice seeks to withdraw the Diversity and Justice major, as well as make changes to the structures of the Family and Youth, and Rehabilitation and Corrections majors to accommodate recent course changes.

Recommendation:

36.3 The Academic Committee, on the recommendation of the 8/2008 Programs Committee (4 September 2008), is asked to approve the proposed changes to the Bachelor of Human Services/Bachelor of Criminology and Criminal Justice (1263), as detailed in the attached Special Purpose Submission 2008/0004882, for implementation in Semester 1, 2009.

For approval

37.0 HSV MAJOR CHANGE SUBMISSION (2008/0004880)

1098 BACHELOR OF HUMAN SERVICES

37.1 The Academic Committee, on the recommendation of the 8/2008 Programs Committee (4 December 2008), is asked to consider the proposed changes to the Bachelor of Human Services (1098), as detailed in the attached Major Change Submission 2008/0004880, for implementation in Semester 1, 2009.

37.2 The School of Human Services proposes to withdraw three of four majors in the Bachelor of Human Services immediately - Community and Family Studies, Disability Studies, and Studies in Ageing - and replace them with one prescribed program that encompasses all majors core skills. The final major - Rehabilitation Counselling - will be withdrawn in 2010, contingent upon the introduction of new program Bachelor of Human Services / Master of Rehabilitation Counselling (1345)
Recommendation:

37.3 The Academic Committee, on the recommendation of the 8/2008 Programs Committee (4 December 2008), is asked to approve the proposed changes to the Bachelor of Human Services (1098), as detailed in the attached Major Change Submission 2008/0004880, for implementation in Semester 1, 2009.

For approval

38.0 NRS SPECIAL PURPOSE SUBMISSION (2008/0004858)

1161 BACHELOR OF NURSING (GC)
1162 BACHELOR OF NURSING (LG)
1165 BACHELOR OF NURSING (NA)

38.1 The Academic Committee, on the recommendation of the 7/2008 Programs Committee 9 October 2008), is asked to consider the proposed changes to the Bachelor of Nursing (1161 GC, 1162 LG, 1165 NA), as detailed in the attached Special Purpose Submission 2008/0004858, for implementation in Semester 1, 2009.

38.2 The School of Nursing and Midwifery have proposed that NRS-coded clinical courses that include off-campus clinical practicum during Years 2 and 3 of this program will extend beyond the standard 13-week teaching semester Admission Requirements (including English Language requirements)

- Dates over which these extended courses will run, will be published on a semester-by-semester basis within the University Timetable. Students are advised that the timetables for these courses will not exceed 18 teaching weeks per semester (i.e. the academic year will not exceed 36 weeks in duration).

38.3 Queensland Health has indicated that demand for clinical placements exceeds clinical agencies’ capacity to supply. The School has resorted to providing simulated on-campus clinical placements for some students when off-campus placements have all been filled, severely restricting some students’ clinical experiences. Advising students that NRS-coded clinical course placements may also include the mid-semester and between-semester vacation periods will allow the School greater flexibility in negotiating off campus clinical placements with agencies.

38.4 There will be no reduction in actual vacation length. Semester vacation period may vary for some students from the dates advertised in the standard academic calendar.

Recommendation:

38.5 The Academic Committee, on the recommendation of the 7/2008 Programs Committee 9 October 2008), is asked to approve the Special Purpose Submission proposing to increase students’ semester length beyond the standard 13 weeks for the Bachelor of Nursing (1161/1162/1165) as detailed in 2008/0004858, for implementation in Semester 1, 2009.

For approval

SECTION V: MATTERS FOR NOTING AND WHERE APPROPRIATE, ACCEPTANCE OF RECOMMENDATIONS – OTHER MATTERS

39.0 RESEARCH CENTRE ANNUAL AND FOURTH YEAR REVIEW REPORTS

39.1 At its 7/2008 meeting (11 November 2008) the Research and Postgraduate Studies Committee considered and endorsed working party reports on seven Research Centre Fourth Year Review Reports.
39.2 The Nanoscale Science and Technology Centre is preparing a proposal to amalgamate with the Queensland Microtechnology Facility and this has not yet been finalised. The other six Research Centres Fourth Year Review Reports, and one proposal to amalgamate, were reviewed by a Panel.

39.3 The seven reviewed Centres are:
- Centre for Environmental Systems Research
- Centre for Forestry and Horticulture Research
- Nanoscale Science and Technology Centre
- Urban Research Program
- Centre for Wireless Monitoring and Applications
- Centre for Innovative Conservation Strategies
- Centre for Infrastructure Engineering and Management

39.4 The Research and Postgraduate Studies Committee considered the Review Panel recommendations at its meeting on 11 November 2008. At this stage, recommendations have been made for only three of the six Centres subject to a fourth-year review. The three are:
1. Urban Research Program
2. Centre for Wireless Monitoring and Applications
3. Centre for Infrastructure Engineering and Management

39.5 The Centre for Innovative Conservation Strategies and the Centre for Forestry and Horticulture are required to do further work on their plans to amalgamate and resubmit their proposal by 30 April 2009. The Centre for Environmental Systems Research is requested to submit a revised strategic plan by 22 January 2009.

Recommendation:

39.6 The Academic Committee, on the recommendation of the Research and Postgraduate Studies Committee is asked to approve the continuation of the three centres named in paragraph 40.4 above for a further four years, from 1 January 2009.

For approval

40.0 GUIDELINES FOR DEVELOPING JOINT DOCTORAL DEGREE PROGRAMS

40.1 The Research and Postgraduate Studies Committee considered draft documents proposing guidelines for developing joint doctoral degree programs. Included with draft guidelines were a checklist for establishing joint doctoral degree programs, a template for a Memorandum of Agreement for a Joint Doctoral Degree Program and a template for a Joint Doctoral Degree Student Agreement.

40.2 These guidelines and accompanying documents provide protocols to assist staff to consider the sorts of issues needing discussion and resolution when establishing agreements with overseas institutions.

40.3 At the 7/2008 meeting, the Guidelines were re-considered and amendments were proposed to clarify the eligibility of students from partner institutions for scholarships. The revised Guidelines for Developing Joint Doctoral Degree Programs (2008/0016327) are now attached for the consideration of the Committee.

Recommendation:

40.4 The Academic Committee, on the recommendation of the 7/2008 Research and Postgraduate Studies Committee (October) is asked to approve the adoption of the Guidelines for Developing Joint Doctoral Degree Programs as described in document 2008/0016327.

For approval
41.0 FACULTY LEARNING AND TEACHING CITATIONS

41.1 The Learning and Teaching Committee (8/2008 meeting – 1 December), on the recommendation of the Educational Excellence Committee proposes changes to the Faculty Learning and Teaching Citations (FLTC) as described in the attached FLTC Guidelines (2008/0022053). Recommended changes include:

- Alignment of the FLTC criteria with the Griffith Awards for Excellence in Teaching (GAET), which in turn align with the Australian Learning and Teaching Council awards;
- Applicants choosing one or two criteria to address while keeping within the current two page limit;
- A minimum of three semesters of SET and SEC be required as an appendix
- Offering the FLTC’s at a different time to the GAET’s. As a result, it is recommended that the FLTC’s run in semester 1 and the GAET’s remain in semester 2.

Recommendation

41.2 The Academic Committee, on the recommendation of the 8/2008 Learning and Teaching Committee (1 December 2008) is asked to approve the adoption of the revised Faculty Learning and Teaching Citation Guidelines as described in document number 2008/0022053 for implementation in 2009.

For approval

42.0 CLASS TIMETABLING POLICY

42.1 The Academic Committee is asked to consider the attached revised Class Timetabling Policy as contained in 2008/0016295.

42.2 A minor change is proposed for Section 6.7 of the Class Timetabling Policy changing the date so that semester 1 and 2 class timetables will be made available during the publication of results week of the previous semester rather than study week.

Recommendation

42.3 The Academic Committee is asked to approve the adoption of the revised Class Timetabling Policy, as contained in 2008/0016295.

For approval

43.0 EDUCATIONAL EXCELLENCE COMMITTEE CONSTITUTION

43.1 Following discussions with the Deputy Vice Chancellor (Academic) and the Pro Vice Chancellor (Learning and Student Outcomes), the constitution of the Educational Excellence Committee has been revised to remove the focus on student scholarships and schemes that encompass student achievements and excellence. It is recommended the Educational Excellence Committee retain its staff enabling focus. As a result of this change of focus, the Sports Scholarship and Excellence Sub-committees will be disestablished as sub-committees of the Educational Excellence Committee. Instead, the Sports Scholarship Committee will report directly to the Deputy Vice Chancellor (Academic) and the Excellence Committee will report to the Provost, Logan and Gold Coast.
43.2 The revised Educational Excellence Committee Constitution (2008/0022059) endorsed by the Learning and Teaching Committee, is provided for the consideration of the Academic Committee.

Recommendation

43.3 The Academic Committee, on the recommendation of the 8/2008 Learning and Teaching Committee (1 December 2008) is asked to approve the adoption of the revised Educational Excellence Committee Constitution as described in document number 2008/0022059.

For approval

44.0 DISESTABLISHMENT OF THE DEFINITION OF RESEARCH-BASED LEARNING

44.1 In 2006 the attached Definition of Research-Based Learning (2006/0002251) was established as part of the Strategic Plan 2006 – 2010 implementation to give expression to the strategic target that ‘70% of all Griffith programs include a research-based learning component by 2010.’

44.2 AUQA in its recent report to the University recommended that Griffith review research-based learning as one of the distinctive characteristics of the Griffith undergraduate student experience. The Strategic Plan approved at the December University Council no longer includes research-based learning as one of the signature learning experiences and as a result, Learning and Teaching Committee recommend to Academic Committee that the Definition of Research-Based Learning (2006/0002251) be disestablished.

44.3 The University retains its commitment to learning and teaching that is underpinned by research. The proposed Principles to Promote Excellence in Learning and Teaching Practices of Griffith University, for example (see item 5.0), continues to give expression to this commitment.

Recommendation

44.4 The Academic Committee, on the recommendation of the 8/2008 Learning and Teaching Committee (1 December 2008) is asked to approve the disestablishment of the Definition of Research-Based Learning as contained in 2006/0002251.

For approval

45.0 REVISED SCHEDULE OF AWARDS FOR THE MEDAL FOR ACHIEVEMENT IN THE BACHELORS DEGREE AND UNIVERSITY MEDAL

45.1 The Medal for Achievement in the Bachelors Degree policy and associated Schedule of Awards for the Medal for Achievement in the Bachelors Degree were established by the Council in 1992 to recognise outstanding academic achievement. The schedule sets out the medals awarded annually and the programs for which they are awarded. It is updated annually to take account of program changes throughout the year. Proposed changes to the Schedule are tracked in the attached document (2008/0022065) for the consideration of the Academic Committee.

Recommendation

45.2 The Academic Committee, on the recommendation of the 8/2008 Learning and Teaching Committee (1 December 2008) is asked to approve the adoption of the revised Schedule of Awards for the Medal for Achievement in the Bachelors Degree as described in document 2008/0022065 for immediate implementation.

For approval
46.0 SCHOLARSHIP POLICIES AND CONDITIONS

46.1 The Academic Committee is asked to approve changes to a range of undergraduate and postgraduate Griffith scholarship policies and conditions.

46.2 Changes to the Commonwealth, Chancellors and Patience Thoms documents include revised dates and reworking the documents to make them more generic. The Commonwealth Learning Scholarships have also had a name change to Commonwealth Scholarships.

46.3 The Sir Samuel Griffith’s only major changes are the removal of excluded programs (already approved) and the requirement for 2009 recipients to maintain a GPA of 5.5 instead of a GPA 5. This is in line with the requirements that Griffith Honours College students are to maintain a GPA of 5.5. As all Sir Samuel Griffith Scholarship recipients are in the Honours College, this provides a consistent benchmark for recipients.

Recommendation

46.4 The Academic Committee, on the recommendation of the 8/2008 Learning and Teaching Committee are asked to approve the following revised policies:

- Chancellor’s Scholarship Policy (2008/0022041)
- Chancellor’s Scholarship Conditions for 2009 (2008/0022042)
- Patience Thoms Indigenous (Honours and Postgraduate) Scholarship Policy (2008/0022043)
- Patience Thoms Indigenous (Honours and Postgraduate) Scholarship Conditions for 2009 (2008/0022044)
- Commonwealth Scholarships Policy (2008/0022045)
- Commonwealth Scholarships Conditions for 2009 (2008/0022046)
- Sir Samuel Griffith Scholarships Policy (2008/0022047)

For approval

47.0 STUDENT SUCCESS IN EXTERNAL SCHOLARSHIPS AND AWARDS

47.1 The procedure outlined in the Student Success in External Scholarships and Awards (2008/0022061) sets out the support available to high achieving students to encourage them to apply for external scholarships and awards and the process by which the University monitors its students’ success.

Recommendation

47.2 The Academic Committee is asked to approve the adoption of the revised Student Success in External Scholarships and Awards (2008/0022061) and the disestablishment of the Schedule for Monitoring Progress in the KPI – Success in External Scholarships or Awards (2007/0002255).

For approval

48.0 CELEBRATING TEACHING EXCELLENCE WEEK 2008

48.1 The University’s inaugural Celebrating Teaching Excellence Week, held from November 3rd to 7th, offered opportunities for Griffith staff to engage in a diverse range of local and University-wide events. The week focussed on enhancing learning and teaching and facilitated networking with colleagues within Faculties, Groups and across the University. Attached is a report on this week and the Blended Learning Showcase (2008/0022054).

For noting
49.0 ACADEMIC INTEGRITY REPORT

49.1 In December 2006 the Learning and Teaching Committee established the Academic Integrity Reference Group to develop a new approach to encouraging academic honesty and to manage academic misconduct. The Reference Group worked throughout 2007 developing a new policy framework for managing academic misconduct which was trialled in 2007. In 2008 the Reference Group was renamed the Academic Integrity Change Management Group and has been responsible for the University-wide implementation of the trial of the Institutional Framework for Promoting Academic Integrity among Students.

49.2 A report outlining progress made by the Academic Integrity Change Management Group during 2008 is attached for the information of members (2008/0022056). The University-wide trial of the academic integrity framework continues until the end of semester 1, 2009. During March 2009 an external consultant will conduct a formal evaluation of the policy and its implementation with a view to making a recommendation to the University’s May Council meeting whether or not the Institutional Framework for Promoting Academic Integrity among Students be adopted as the University’s policy for managing academic misconduct.

For noting

50.0 EXTERNAL REVIEW 12-MONTH PROGRESS REPORT – FACULTY OF ARTS

50.1 The purpose of Reviews is to improve the academic planning and performance of Faculties 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 Faculty Reviews each preceding year.

50.2 The Report of the Committee Reviewing the Faculty of Arts 18 – 22 June 2007 (2007/0000102), the Faculty of Arts 2007 Implementation Plan (2007/0000103) and the 5 September minute extract from Executive Group (2007/0000104) were considered at the 6/2007 meeting of the Academic Committee. These documents are available from the Academic Committee QuickPlace for members’ information.


Recommendation:

50.4 The Academic Committee is invited to offer feedback on the issues raised in Faculty of Arts: Response to Review Recommendations - 12-Month Progress Report (2008/0016329). The Academic Committee is asked to recommend the documentation to the University Council.

For approval

51.0 EXTERNAL REVIEW 12-MONTH PROGRESS REPORT – GRIFFITH HEALTH

51.1 The purpose of Reviews is to improve the academic planning and performance of Faculties 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 Faculty Reviews each preceding year.
51.2 The Report of the Committee Reviewing the Griffith Health 30 July – 3 August 2007 (2007/0000123) and the Griffith Health Review Implementation Plan (2007/0000124) along with comments from Executive Group (2007/0000125) were considered at the 7/2007 meeting of the Academic Committee. These documents are available from the Academic Committee QuickPlace for members' information.


Recommendation:

51.4 The Academic Committee is invited to offer feedback on the issues raised in the Griffith Health: Faculty Review 2007 - 12-Month Progress Report (2008/0016330). The Academic Committee is asked to recommend the documentation to the University Council.

For approval

52.0 EXTERNAL REVIEW 18-MONTH FINAL REPORT – SCHOOL OF PUBLIC HEALTH

52.1 The purpose of Reviews is to improve the academic planning and performance of Faculties 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 Faculty Reviews each preceding year.

52.2 The Report of the Committee Reviewing the Griffith University School of Public Health 21– 24 August 2006 (2007/0000026) and the School of Public Health Review – Response to Review Recommendations (2007/0000027) were considered at the 2/2007 meeting of the Academic Committee. These documents are available from the Academic Committee QuickPlace for members' information.


Recommendation:

52.4 The Academic Committee is invited to offer feedback on the issues raised in the School of Public Health, 18 Month Final Report (2008/0016331). The Academic Committee is asked to recommend the documentation to the University Council.

For approval

53.0 EXTERNAL REVIEW 18-MONTH FINAL REPORT – QUEENSLAND CONSERVATORIUM GRIFFITH UNIVERSITY

53.1 The purpose of Reviews is to improve the academic planning and performance of Faculties 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 Faculty Reviews each preceding year.

53.2 The Report of the Committee Reviewing Griffith University: Queensland Conservatorium 29 May – 2 June 2006 (2006/0040301), the Queensland Conservatorium Review Implementation Response – Action on Recommendations (2006/0040302) and the 4 October minute extract from Executive Group (2006/0040303) were considered at the 5/2006 meeting of the Academic Committee. The QCGU Faculty Review – 12 Month Progress Report, Action on Recommendations (2007/0000146) was considered at the
8/2007 meeting of the Academic Committee. Executive Group endorsed this report on 24 October 2007. These documents are available from the Academic Committee QuickPlace for members’ information.


Recommendation:

53.4 The Academic Committee is invited to offer feedback on the issues raised in the *QCGU Faculty Review, 18 Month Final Report (October 8, 2008) Action on Recommendations (2008/0016332)*. The Academic Committee is asked to recommend the documentation to the University Council.

For approval

54.0 EXTERNAL REVIEW 18-MONTH FINAL REPORT – OFFICE OF HUMAN RESOURCE MANAGEMENT

54.1 The purpose of Support Service Divisional Reviews is to focus on the quality and management of services and the benefits provided to the University community. In particular, the review is future-focused and examines how the relevant support area can contribute most effectively to the University's strategic directions.


Recommendation:

54.4 The Academic Committee is invited to offer feedback on the issues raised in the *Final (18-month) Progress Report, Office of Human Resource Management on Implementation of Recommendations dated 23 July 2008 (2008/0016333)*. The Academic Committee is asked to recommend the documentation to the University Council.

For approval

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

55.1 The minutes and/or action sheets of the following Committees are attached for noting:

55.1.1 International Advisory Committee [5/2008]
55.1.2 Learning and Teaching Committee [7/2008]
55.1.3 Research and Postgraduate Studies Committee [7/2008 and 8/2008].

For noting
56.0 OTHER BUSINESS

57.0 2009 COMMITTEE MEETING DATES

57.1 The Academic Committee is asked to note the schedule for meetings to be held at 1:30pm on the following Thursdays in 2009.

- 12 February *
- 9 April
- 18 May
- 13 August
- 17 September
- 15 October
- 12 November
- 10 December *

* meeting will proceed only if urgent business requires

57.2 Meetings will be held via video-conference between three venues:
- Room -1.18 (Level -1) Business 2 Building (N72), Nathan campus;
- Room 1.04, The Chancellery (G34), Gold Coast campus; and
- Room 2.10, Griffith South Bank Graduate Centre (S07), South Bank campus.

For noting