A meeting of the Academic Committee of the Griffith University Council was held at 1.30pm on Thursday 17 February 2011 in The Council Chambers, Room 2.01 and 2.02, Bray Centre (N54) Nathan campus.

Lea-Anne Stafford
Secretary

PRESENT:
Chair – Professor Sue Spence  
Professor Ian O’Connor  
Professor Richard Bagnall  
Professor Gillian Bushell  
Professor Nick Buys  
Ms Bonnie Clough  
Ms Kaye Dillon  
Ms Kathy Grgic  
Dr Maureen Harrington  
Professor Debra Henly  
Dr Ceridwyn King  
Ms Julie Kennedy  
Dr Benoit Leclerc  
Professor Colin McAndrew  
Professor Paul Mazerolle  
Mr Mitchell Mulvey  
Mr Sam Richards  
Professor Boni Robertson  
Professor Parlo Singh  
Associate Professor Ray Tedman  
Mr William Usher  
Associate Professor Joan Vaccaro  
Dr Jennifer Wilson  
Associate Professor Pat Wise  
Professor Claire Wyatt-Smith

APOLOGIES:
Professor Sue Bemers-Price  
Associate Professor Michael Blumenstein  
Professor Allan Cripps  
Professor Graham Cuskelley  
Associate Professor Glenn Finger  
Professor Lorraine Frazer  
Professor Lyn Griffiths  
Mr Brendan Johnson  
Professor Kerri-Lee Krause  
Associate Professor Wendy Loughlin  
Mr Chris Madden  
Professor Ward Massey  
Professor Marilyn McMeniman  
Ms Linda O’Brien  
Professor Ned Pankhurst  
Associate Professor Tony Perkins  
Professor Michael Powell  
Mr Aaron Santelises  
Professor Huib Schippers  
Dr Nicola Shapland  
Professor Clyde Wild  
Professor Marie Wilson

1.0 CONFIRMATION OF MINUTES
1.1 The minutes of the 7/2010 meeting of the Academic Committee were taken as read and confirmed.

2.0 MEMBERSHIP
2.1 The Committee moved a formal vote of thanks for the contributions of the following outgoing members who had left their positions since the last meeting.

<table>
<thead>
<tr>
<th>Membership Category</th>
<th>Name</th>
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<tbody>
<tr>
<td>Dean</td>
<td>Dr Robyn Hollander, Dean, Learning and Teaching, (Griffith Business School)</td>
</tr>
<tr>
<td>Heads of School or Department</td>
<td>Professor Anna Stewart</td>
</tr>
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<td></td>
<td>Professor Kristine Toohey</td>
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</table>

2.2 The Committee welcomed the following new and returning members.

<table>
<thead>
<tr>
<th>Membership Category</th>
<th>Name</th>
</tr>
</thead>
<tbody>
<tr>
<td>Council Member</td>
<td>Ms Kaye Dillon (OHRM)</td>
</tr>
<tr>
<td>Head of School</td>
<td>Professor Ward Massey (Health)</td>
</tr>
<tr>
<td>Deans</td>
<td>Professor Claire Wyatt-Smith – Dean (Academic) Arts, Education and Law</td>
</tr>
<tr>
<td></td>
<td>Assoc Prof Glenn Finger – Dean (Learning and Teaching) Arts,</td>
</tr>
</tbody>
</table>
SECTION A: RECOMMENDATIONS AND REPORTS TO COUNCIL

3.0 SUPPORT SERVICE DIVISION REVIEW – CAREERS AND EMPLOYMENT

3.1 The purpose of 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.

3.2 The Careers and Employment Service (CES) was reviewed under the University Reviews policy from 19 to 22 April. An independent review committee, comprising two committee members who are external to the University and two committee members who are internal to Griffith University, but are not from CES, reviewed the element.


3.4 The Pro Vice Chancellor (Administration) introduced this item by describing the six commendations and five recommendations arising out of the Review. Particularly pleasing were commendations around staff commitment to students and CES programs. An important recommendation highlighted by the Pro Vice Chancellor (Administration) includes the development of an University-wide career development learning strategy under the auspices of the Deputy Vice Chancellor (Academic) and to be led by Professor Kerri-Lee Krause, Dean (Student Outcomes) and Director of GIHE. Implementation of this recommendation will guide the area’s response to a number of the other recommendations around strategy, structure, visibility and influence, branding, building capacity and relationships.

3.5 Committee members welcomed more discipline-specific CES activities and the potential cross-disciplinary work experience opportunities likely to present themselves through holistic integration of current CES Work-integrated learning activities. It was noted that a range of service models will be evaluated after the development of an overarching strategy.

Resolution:

4.0 ACADEMIC REVIEW – QUEENSLAND COLLEGE OF ART

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

4.2 The Queensland College of Art (including the Griffith Film School) was reviewed during 28 – 30 June 2010. An independent review committee, comprising three committee members who are external to the University and one committee member who is internal to Griffith University, but not from the Arts, Education and Law Group, reviewed the College.

4.3 The Report of the Committee Reviewing the Queensland College of Art (including the Griffith Film School) (2010/0012004) and Report of the Committee Reviewing the Queensland College of Art Implementation Plan (2010/0012011) were presented to the Committee. The Executive Group, at its meeting on 8 December 2010, endorsed both the Review Report and Implementation Plan.

4.4 The Pro Vice Chancellor (Arts, Education and Law) introduced the Report and Implementation Plan by summarising the five Review recommendations and planned actions to address them. Recommendations were made around the need for staff renewal and leadership development, curriculum development and utilisation of College space.

4.5 In response to a comment about the need to support the Bachelor of Contemporary Australian Indigenous Art, the Pro Vice Chancellor (Arts, Education and Law) commented that further work was to be undertaken to revitalise and profile the Program, and to increase the number of Indigenous Australian applicants.

Resolution:

4.6 The Academic Committee resolved to recommend the Report of the Committee Reviewing the Queensland College of Art (including the Griffith Film School) (2010/0012004) and Report of the Committee Reviewing the Queensland College of Art (including the Griffith Film School) Implementation Plan (2010/0012011) to the University Council for approval.

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

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

5.2 The Academic Registrar introduced the policies listed below that have been revised to remove any ‘faculty’ references and to clarify responsibilities where faculty roles and structures no longer exist. Updates to currently used Griffith terminology have also been made where relevant.

5.3 Academic Committee policies:

   a) Admission Policy for Undergraduate Programs as described in document 2010/0003828
   b) Bachelors Degree Policy as described in document 2010/0003829
   c) Bachelors Honours Degree Policy as described in document 2010/0003830
   d) Cancellation and Deletion of Courses as described in document 2010/0003831
   e) Course Approval and Review Process as described in document 2010/0003832
   f) Credit Transfer Policy as described in document 2010/0003834

www.griffith.edu.au/committees
g) Due Diligence Process for Transnational Program Partnerships as described in document 2010/0003835
h) Examinations Timetabling Policy and Procedures as described in document 2010/0003836.

5.4 University Council policies:
   a) Academic Award, Programs, Nomenclature and Abbreviations as described in document 2010/0012804
   b) Institutional Framework for Promoting Academic Integrity as described in document 2010/0012813
   c) Policy on Student Grievances and Appeals as described in document 2010/0012815
   d) Student Academic Misconduct as described in document 2010/0012817.

5.5 The role of Deans (Learning and Teaching) across all academic Groups has been clarified in these policies, specifically in relation to their role as Assessment Board Chairs. A number of queries were raised by the Committee seeking further clarification about the substantial responsibilities of Deans (Learning and Teaching). It was noted that details around the governance, roles and responsibilities for assessment would occur at the February meeting of the University Assessment Committee.

5.6 Revisions to other University policies that take account of this organisational structure change will be presented to the Committee at a future meeting.

5.7 It was agreed to replace any “Research Higher Degree” references with current “Higher Degree Research” terminology.

Resolution:

5.8 The Academic Committee resolved to adopt the following revised policies, subject to the replacement of any RHD references with current HDR terminology:
   a) Admission Policy for Undergraduate Programs as described in document 2010/0003828
   b) Bachelors Degree Policy as described in document 2010/0003829
   c) Bachelors Honours Degree Policy as described in document 2010/0003830
   d) Cancellation and Deletion of Courses as described in document 2010/0003831
   e) Course Approval and Review Process as described in document 2010/0003832
   f) Credit Transfer Policy as described in document 2010/0003834
   g) Due Diligence Process for Transnational Program Partnerships as described in document 2010/0003835
   h) Examinations Timetabling Policy and Procedures as described in document 2010/0003836.

5.9 The Academic Committee resolved to recommend to the University Council the adoption of the following revised policies, subject to the replacement of any RHD references with current HDR terminology:
   a) Academic Award, Programs, Nomenclature and Abbreviations as described in document 2010/0012804
   b) Institutional Framework for Promoting Academic Integrity as described in document 2010/0012813
   c) Policy on Student Grievances and Appeals as described in document 2010/0012815
   d) Student Academic Misconduct as described in document 2010/0012817.

SECTION B: ACTION UNDER DELEGATED AUTHORITY

6.0 HIGHER DEGREE RESEARCH GRADUATE ATTRIBUTES

6.1 The Griffith Graduate Attributes were approved by Academic Committee in August 2009. These attributes state the characteristics that the University seeks to engender in its
graduates through its bachelor degree programs. As they relate to undergraduate programs, the Board of Graduate Research (BGR), a sub-committee of Academic Committee, was requested to develop a statement suitable for higher degrees research (HDR) graduates.

6.2 The BGR established a working party to lead this work and on the basis of discussion and suggested amendment at the BGR December 2010 meeting, recommended the following documents to the Academic Committee for consideration:
   a) HDR Graduate Attributes (2011/0002752), and the
   b) proposal for assurance of HDR Graduate Attributes (2011/0002753).

6.3 An implementation plan will be developed upon approval of the attributes statement.

6.4 The Chair, BGR introduced this item and expressed her appreciation to Dr Calvin Smith, Chair of the Working Party and Professor Gillian Bushell for their leadership in the development of the attributes and to working party members. The Committee welcomed Dr Calvin Smith to speak to the key aspects of the documents about which members commented positively.

Resolution:

6.6 The Academic Committee, on the recommendation of the 8/2010 Board of Graduate Research (8 December), resolved to adopt the Higher Degree Research Graduate Attributes as described in document 2011/0002752 and the Proposal for Assurance of Higher Degree Research Graduate Attributes as described in document 2011/0002753.

7.0 APPOINTMENTS OF MEMBERS TO UNIVERSITY COMMITTEES

Resolution:

7.1 The Academic Committee ratified the Chair’s executive decision to approve the appointment of new members to the University's Appeals Committee and the Griffith University Animal Ethics Committee as described in document 2011/0002751.

8.0 EBL 5-YEAR PROGRAM REVIEW: MAJOR CHANGE (2010/0011319)

1051 BACHELOR OF EDUCATION – SECONDARY

Resolution

8.1 Academic Committee, on the recommendation of Programs Committee (7/2010, October), resolved to approve changes to the existing 320CP Bachelor of Education - Secondary (1051), as detailed in 2010/0011319, for introduction in Semester 1 2011.

9.0 GBS MAJOR CHANGE (2010/0010574)

1286 BACHELOR OF COMMERCE
1308, 1307 GBS DOUBLE DEGREE
1294, 1229 BACHELOR OF ARTS/BACHELOR OF COMMERCE
1300, 1128 BACHELOR OF LAWS/BACHELOR OF COMMERCE

Resolution

9.1 Academic Committee, on the recommendation of Programs Committee (8/2010, December), resolved to approve changes to the Bachelor of Commerce (1286), GBS Double Degree (1307, 1308), Bachelor of Arts/Bachelor of Commerce (1294, 1229), and Bachelor of Laws/Bachelor of Commerce (1300, 1128), as detailed in 2010/0010574, for implementation in Semester 1 2011.

10.0 GBS MAJOR CHANGE (2010/0011321)

1034, 1288 BACHELOR OF BUSINESS
1035 BACHELOR OF COMMERCE (PRE-2006)
1013 BACHELOR OF BUSINESS (HUMAN RESOURCE MANAGEMENT)/BACHELOR OF PSYCHOLOGICAL SCIENCE
1126, 1299 BACHELOR OF LAWS/BACHELOR OF BUSINESS (PRE-2006)
1254 BACHELOR OF JOURNALISM (PRE-2006)
1230, 1293 BACHELOR OF ARTS/BACHELOR OF BUSINESS
1308, 1307 GRIFFITH BUSINESS SCHOOL DOUBLE DEGREE PROGRAM

Resolution

10.1 Academic Committee, on the recommendation of Programs Committee (8/2010, December), resolved to approve changes to the Bachelor of Business (1034, 1288), Bachelor of Commerce (pre-2006) (1035), Bachelor of Business (Human Resource Management)/Bachelor of Psychological Science (1013), Bachelor of Laws/Bachelor of Business (pre-2006) (1126, 1299), Bachelor of Journalism (pre-2006) (1254), Bachelor of Arts/Bachelor of Business (1230, 1293), and Griffith Business School Double Degree (1308, 1307), as detailed in 2010/0011321, for implementation in Semester 1 2012.

11.0 GFS MAJOR CHANGE (2010/0007595)
1179 BACHELOR OF ANIMATION

Resolution

11.1 Academic Committee, on the recommendation of Programs Committee, (8/2010, December), resolved to approve changes to the Bachelor of Animation (1179), as detailed in 2010/0007595, for implementation in Semester 1 2011.

12.0 PSY MAJOR CHANGE (2010/0011323)
1014 1178 BACHELOR OF PSYCHOLOGY
1012 1312 BACHELOR OF PSYCHOLOGICAL SCIENCE
1013 BACHELOR OF BUSINESS (HRM)/ BACHELOR OF PSYCHOLOGICAL SCIENCE
1115 BACHELOR OF PSYCHOLOGICAL SCIENCE/BACHELOR OF CRIMINOLOGY AND CRIMINAL JUSTICE
1225 BACHELOR OF EXERCISE SCIENCE/ BACHELOR OF PSYCHOLOGICAL SCIENCE
1136 1139 BACHELOR OF LAWS/ BACHELOR OF PSYCHOLOGICAL SCIENCE
1325 1039 BACHELOR OF BUSINESS/PSYCHOLOGICAL SCIENCE

Resolution

12.1 Academic Committee, on the recommendation of Programs Committee (8/2010, December), resolved to approve changes to the Bachelor of Psychology (1014 1178), Bachelor of Psychological Science (1012 1312), Bachelor of Business (HRM)/ Bachelor of Psychological Science (1013), Bachelor of Psychological Science/Bachelor of Criminology and Criminal Justice (1115), Bachelor of Exercise Science/ Bachelor of Psychological Science (1225), Bachelor of Laws/ Bachelor of Psychological Science (1136 1139) and Bachelor of Business/Bachelor of Psychological Science (1325 1039), as detailed in 2010/0011323, for implementation from Semester 1 2011.

13.0 GBS MAJOR PROGRAM PROPOSAL (2010/0010576)
3188/3189 GRADUATE CERTIFICATE IN HUMAN RESOURCE MANAGEMENT
5261/5331 MASTER OF HUMAN RESOURCE MANAGEMENT
5262/5389 MASTER OF HUMAN RESOURCE MANAGEMENT WITH HONOURS

Resolution

13.1 Academic Committee, on the recommendation of Programs Committee (8/2010, December), resolved to approve changes to the Graduate Certificate in Human Resource Management (3188, 3189), Master of Human Resource Management (5261, 5331) and Master of Human Resource Management with Honours (5262, 5389), as detailed in 2010/0010576, for implementation in Semester 1 2012.

SECTION C: RECOMMENDATIONS AND REPORTS TO OTHER COMMITTEES

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

14.0 DEMAND FOR GRIFFITH PROGRAMS – SEMESTER 1, 2011 REPORT

14.1 In November 2010, the preliminary report on Griffith University's student admission statistics for entry in 2011 was made available to the University. This document provided an analysis of overall domestic student demand as at November 2010 against the same time in 2009. The analysis includes initial QTAC results, applicant profiles, new program results, by Academic Group, Campus, Indigenous demand, postgraduate coursework applications and scholarship applications.

14.2 An updated report (2011/0002754) on 2011 student demand figures and an analysis of these figures was provided for the consideration of Academic Committee. The Academic Registrar spoke to the trends highlighted in the tables and charts within the report and provided some updated figures regarding patterns for first preference applications that combine QTAC and UAC figures (attached).

14.3 Members noted the pleasing outcomes for Griffith that have occurred as an outcome of the University’s strategy to improve the quality of students by reducing offers and maintaining program Overall Position scores (OP). Over half of Griffith’s programs improved their cut offs.

14.4 It was also pleasing to note that acceptance rates have been sustained and there has been an increase in the widening participation cohort by 15 per cent. The Chair advised that Griffith will continue to work closely with other pathway providers and the Vocational Education and Training (VET) sector to look at alternative pathways of entry to Griffith.

14.5 The Academic Registrar then responded to a range of questions about specific figures where there had been significant shifts in demand from previous years.

Resolution

14.6 Academic Committee members noted the 2011 student demand report and expressed appreciation to the Academic Registrar for her analysis and verbal report to members.

15.0 INTEGRATED ARTICULATIONS AND CREDIT TRANSFER (IACT) PROJECT

15.1 The Integrated Articulation and Credit Transfer (IACT) Project is funded by the Department of Education, Employment and Workplace Relations (DEEWR) and is being conducted in partnership with the University of Southern Queensland (USQ), the Queensland Department of Education and Training (DET), the Australian Council for Private Education and Training (ACPET) and the Careers Australia Group (CAG).

15.2 The main aim of the IACT Project is to identify and recommend the infrastructure required to deliver seamless integrated articulation pathways between the Higher Education (HE) and the Vocational Education and Training (VET) sectors. The project also aims to increase awareness of these pathways by increasing the level of partnership between the two tertiary sectors and relevant industry areas and to produce resources to assist institutions to reduce barriers for articulation and credit transfer between sectors.

15.3 The IACT Project Summary Paper (2011/0005758) provided with the agenda, prepared by the University’s Manager, Academic Credit Transfer, describes key project aims, the research activity and consultation process conducted to date. Full project details are available at www.usq.edu.au/iactproject including current publications and research papers.

15.4 While the Project has identified gaps throughout the Queensland tertiary sector in the credit transfer and articulation area, it is pleasing to note that Griffith University has been recognised as an example of best practice at the institutional level in supporting student transition from VET to HE and through to graduation. As a result, the IACT Project
commissioned Griffith to develop a response describing how this best practice has been achieved. Griffith’s approach will be used in the development of a resource guide for Universities, TAFEs and Schools on developing collaborative approaches to seamless pathways between VET and HE.

15.5 The Academic Registrar introduced this item by advising that Griffith has been a leader in this area for many years. Members welcomed to the meeting Ms Mary Hassard, the Manager, Academic Credit Transfer who responded to questions about Griffith’s approach to credit transfer and provided articulation statistics and information about the positive achievement and retention of students who come to the University via a VET pathway. It was noted that Griffith’s credit website receives the second highest number of hits on the Griffith site.

15.6 Members warmly congratulated Ms Hassard and the Credit Transfer team for this recent recognition of their sustained excellence and leadership in credit transfer practices. It was suggested that the University ought to maximise this recognition through its promotion to the Griffith and local community.

Resolution:

15.7 The Academic Committee resolved to offer its congratulations to the Manager, Academic Credit Transfer and her team for the recognition of Griffith’s approach to facilitating pathways between VET and HE sectors via the IACT Project; and to recommend the University promote the outstanding systems and practices that support our best-practice approach to credit transfer and articulation.

16.0 LEARNING AND TEACHING COMMITTEE REPORT ON ITS ACTIVITIES IN 2010

16.1 Provided for the information of the members was a report on the activities undertaken in 2010 by the Learning and Teaching Committee, a sub-committee of the Academic Committee (2010/0011601).

16.2 Members noted that the report documents the key issues addressed in relation to Learning and Teaching Committee functions set down in its current constitution.

Resolution

16.3 The Academic Committee noted the annual report of its sub-committee, the Learning and Teaching Committee, as described in 2010/0011601.

17.0 GRIFFITH PROGRAM PROFILE PLAN FOR 2012

17.1 The Griffith Program Planning, Development, Approval and Review Process (2008/0016317) describes the annual process by which each Academic Group reviews and renews its program profile, in the context of Group operational planning. It also outlines the process the University uses to assure itself and its stakeholders that when a new program is proposed by an academic Group it forms a worthwhile addition to the University’s portfolio of programs, advances the University’s Mission, is consistent with the University’s Academic Plan and is justified in terms of meeting community and employer needs.

17.2 The Deputy Vice Chancellor (Academic) at the end of December 2010 reviewed each Academic Group’s proposed 2012 program profile and granted approval for program development and marketing to commence for the new initiatives listed in attachment 2011/0002755 provided with the agenda.

17.3 Members noted that detailed program submissions, including program structures, of each initiative to be implemented in 2012 will be developed during 2011 by academic elements for consideration at Programs Committee and Academic Committee in line with the University’s program approval processes.
Resolution

17.4 The Academic Committee noted the programs described in 2011/0002755 that have received planning approval by the Deputy Vice Chancellor (Academic) to proceed through the University’s development and approval processes in 2011 including Programs Committee and Academic Committee for implementation in 2012.

18.0 VICE CHANCELLOR’S FORUM AND QUESTION TIME

18.1 The Vice Chancellor attended the meeting to update members on issues of importance and take questions, with or without notice. He spoke with members on the following topics:

(a) **Griffith University – 40 years on from the passage of The Griffith University Act**

The Vice Chancellor informed members that 2011 is the 40th anniversary of the passage of The Griffith University Act through the Queensland parliament. Members were proud to note that 2010 Excellence in Research for Australia (ERA) results have seen Griffith assessed as a world-class university and ranked 8th in Australia for the total number of fields of research at the broad two-digit level assessed at world standard or above and 9th in Australia for the total number of fields at the specific four-digit level assessed at world standard or above. For students this assessment has increased the value of their Griffith degree.

(b) **Rebuilding of Nathan Campus**

This is to be a significant task in 2011. While the University buildings suffered minimal impact from the recent floods and rain, building works have been significantly delayed.

(c) **Higher Education Sector Changes**

The Vice Chancellor spoke of the fundamental reshaping of the tertiary sector over the next two years, including the introduction of the Tertiary Education Quality and Standards Authority (TEQSA), performance measures, and reshaping of ERA. Griffith is well-placed to work within this context but such broad sweeping change will present both opportunities and challenges. Specific issues highlighted to members that are currently under discussion nationally include:

- the ability of universities to continue to self-accredit their degrees and the quality of university degrees compared to those offered by private providers
- the shift to a student demand driven market will have a major impact on the sector as will changes in international student demand.

The Vice Chancellor responded to range of questions about streamlining of processes and on the potential role of AUQA after TEQSA’s establishment.

The Vice Chancellor invited members to attend his campus briefing sessions over the next week.

19.0 BUSINESS ARISING OUT OF THE PREVIOUS MINUTES

19.1 **Academic Committee Review Report Griffith University**

a) The Academic Committee Review Report Griffith University (2010/0011553) and draft implementation plan have been referred to Council for consideration at the March 2011 meeting.

b) Revisions to the Assessment Policy approved at the December meeting were communicated via an email to Deans and School Administrative Officers on 15 December 2010.

20.0 CHAIRPERSON’S REPORT
20.1 The Chair reported on the following matters of interest:

a) **Higher Education Base Funding Review**

This Review aims to determine standards for public investment in Australian higher education, the funding levels required to assure international competitiveness and the appropriate level of public and private contribution. Formal submissions are being sought by the Department of Education, Employment and Workplace Relations (DEEWR) by 31 March 2011 on the terms of reference of the Review. Background papers are available at the DEEWR site at: www.deewr.gov.au/HigherEducation/Policy/Pages/BaseFundingReview.aspx.

b) **Mission-based Compacts for Universities**

A Mission-based Compact will be a three-year agreement about how Griffith’s mission contributes to the Government’s goals for higher education, and includes details of major higher education and research funding and performance targets. The Chair advised that DEEWR and DIISR (Department of Innovation, Industry, Science and Research) staff will meet with Griffith staff during March to discuss the targets against which we will be assessed. A report will be provided at the April meeting.

c) **Academic Plan 2011 – 2013: Implementing our vision**

The Academic Plan 2011-2013 has been launched. This Plan is one of the University’s key strategic documents that addresses the learning and teaching agenda and the strategies around learning and teaching at Griffith.

d) **Principles of Learning and Teaching website**

The Chair gave members a preview of a new website designed by Griffith Institute for Higher Education to assist teaching staff to implement the Principles to Promote Excellence in Learning and Teaching Practices. The site provides tip sheets, resources, pod casts, case studies and good practice guides for each of the 7 Principles. The website is: www.griffith.edu.au/gihe/learning-teaching-principles.

21.0 **DEPUTY CHAIRPERSON'S REPORT**

21.1 The Deputy Chair reported on the following matters of interest:

a) **Australian Learning and Teaching Council (ALTC)**

The Deputy Chair advised members of the action taken by the National Chairs of Academic Boards group in response to the Prime Minister’s decision to abolish the ALTC.

b) **Australian Universities Quality Agency (AUQA) Report of the Queensland Institute of Business Technology (QIBT)**

The recent AUQA report of the QIBT has seen some commendations regarding the relationship established between Griffith and QIBT. The QIBT AUQA Report is a public document available from: www.auqa.edu.au/qualityaudit.

c) **Australian Qualifications Framework (AQF) Review of Guidelines**

Members were reminded of the recent review of the AQF Guidelines. The deadline for implementation date will be 2015, however, Griffith has already commenced an internal audit of compliance with the Guidelines.

22.0 **OTHER BUSINESS**
22.1 Nil

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

23.1 The minutes and/or action sheets of the following Committees were noted:
   a) Board of Graduate Research (8/2010)
   b) Internationalisation Advisory Committee - Nil
   c) Learning and Teaching Committee (7/2010)
   d) Programs Committee - Nil
   e) Research Committee (6/2010).

24.0 2011 COMMITTEE MEETING DATES

24.1 Members noted the 2011 schedule of meetings. Meetings are held on Thursdays from 1.30pm – 4.00pm (with the exception of the April meeting that commences at 1pm). A light lunch will be served half an hour before each meeting.

<table>
<thead>
<tr>
<th>Meeting Dates</th>
<th>Venue</th>
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<tbody>
<tr>
<td>14 April^</td>
<td>Council Chambers, Bray Centre, Nathan campus N54 2.02 / 2.01</td>
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<tr>
<td>19 May</td>
<td>Council Chambers, The Chancellery, Gold Coast campus G34 2.02</td>
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<tr>
<td>23 June</td>
<td>Council Chambers, Bray Centre, Nathan campus N54 2.02 / 2.01</td>
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<tr>
<td>15 September</td>
<td>Council Chambers, The Chancellery, Gold Coast campus G34 2.02</td>
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<tr>
<td>November (tbc)</td>
<td>Council Chambers, Bray Centre, Nathan campus N54 2.02 / 2.01</td>
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^ 1pm to 3pm

Minutes confirmed by:

Professor Sue Spence, Chair 14 April 2011