A meeting of the Academic Committee of the Griffith University Council was held from 1:30pm on Thursday 17 July 2008 with a video-conference between Room -1.18 (Level -1) Business 2 Building (N72), Nathan campus and Room 2.12, Business 1 Building (G01), Gold Coast campus.

MINUTES

PRESENT:
Chair – Professor John Dewar
Dr Richard Armour
Professor Sally Borbasi
Professor Nick Buys
Professor Gillian Bushell
Dr Maureen Harrington
Dr Saras Henderson
Dr Robyn Hollander
Mr Nigel Hutton
Ms Julie Kennedy
Professor Kerri-Lee Krause
Associate Professor Alf Lizzio
Mr Chris Madden
Professor Ian O’Connor
Dr Janet Ransley
Ms Janice Rickards
Dr Louis Saznoghi
Dr Kate Shacklock
Dr Peta Stevenson-Clarke
Associate Professor Stephen Stockwell
Associate Professor Clyde Wild
Secretary – Ms Sharon Clifford

APOLOGIES:
Dr Paula Baron
Dr Michael Blumenstein
Ms Renae Carrigg
Ms Rachel Chung
Associate Professor Jayne Clapton
Professor Frank Clarke
Associate Professor Paul Cleveland
Professor Allan Cripps
Professor Joy Cumming
Professor Graham Cuskelley
Mr Dave Edwards
Professor Kay Ferres
Professor Lorelle Frazer
Dr Alex Forrest
Dr Jenny Gamble
Professor Lyn Griffiths
Professor Lesley Johnson
Mr Sankaip Khanna
Mr Colin McAndrew
Dr Ann McDonnell
Professor Marilyn McMenimen
Professor Ned Pankhurst
Professor Michael Powell
Professor Peter Roennfeldt
Professor Bill Shepherd
Professor Nerida Smith
Professor Sue Spence
Ms Snez Stolic
Professor Claire Wyatt-Smith
Associate Professor Jay Younger

1.0 COMMITTEE QUORUM

1.1 At the scheduled meeting time, a quorum of the committee was not present. In accordance with Section 7.0 of Council Meeting Procedures (03/0638), the Vice Chancellor determined that all matters before the committee, except item 8.0, required immediate decision. Agenda Item 8.0 was withdrawn.

2.0 CONFIRMATION OF MINUTES

2.1 The minutes of the 3/2008 meeting of the Academic Committee were taken as read and confirmed.

SECTION A: RECOMMENDATIONS AND REPORTS TO COUNCIL
3.0 PROGRESS REPORT ON ACADEMIC PLAN 3


3.2 The Chair spoke to this item, advising the Report fulfils a commitment to provide an annual report to the University Council. It also informs the University community of the work being done across the whole institution. It supports the sharing of ideas and good practice between different elements of the University and enables identification of what is working well, how to support wider use of effective strategies, and how to support areas in which the University needs to improve.

3.3 It was agreed that the Report be updated to include new OUA programs now being offered by the School of Arts.

Resolution

3.4 Academic Committee resolved to endorse the document “Academic Plan 3: Learning for Success Implementation Plan 2008-10, Progress Report for Whole University, May 2008”, subject to changes referred to in item 3.4 above (revised document 2008/0016283), for forwarding to the University Council.

4.0 DISABILITY ACTION PLAN 2007 - 2011

4.1 Members had before them the Griffith University Disability Action Plan 2007-2011 (2008/0016284). This is a public document that is lodged with the Human Rights and Equal Opportunity Commission. It supersedes the University's first Disability Action Plan (approved by the May 2000 Council meeting) which was current between 2000 and 2004 and for the interim period when the revised Plan was being developed. This revised Plan covers the period from late 2007 through to 2011.

4.2 In order to formulate the revised Plan an extensive review of the implementation of and outcomes from the University's first Disability Action Plan was undertaken. This was followed, during 2007, with a series of consultations covering the format and content of the draft Plan. The Plan was considered by the Equity Committee at it meeting on 13 November 2007. As there were still some final consultations to be finalised, the Equity Committee endorsed forwarding the Griffith University Disability Action Plan 2007-2011 to Council when complete.

4.3 This Plan outlines areas in which strategies should be developed and implemented to improve access to and participation in education and employment for people with disabilities. The development of the framework for the new Plan has also taken into account two significant initiatives that relate to students. The first of these is the recently ratified Disability Standards for Education 2005. The Standards are subordinate legislation to the Disability Discrimination Act 1992.

4.4 The Standards specify how education and training are to be made accessible to students with disabilities. The areas covered by the Standards include:

- enrolment;
- participation;
- curriculum development, accreditation and delivery;
- student support services; and
- elimination of harassment and victimisation.

4.5 For each of these areas, the Standards describe the rights and entitlements of students with disabilities, the legal obligations or responsibilities of educational authorities and providers and the measures that would be considered to be evidence of compliance with the legal obligation.
4.6 The second consideration was to map the areas covered by the Standards against those outlined in the concept of Student Lifecycle Management, which has been adopted by the University as a way to direct the University’s engagement with students towards a common goal. The value of using this concept in relation to the Plan is that it accounts for the scope of activities in which every strategic and operational unit of the University engages. This will allow for the reporting on progress on the implementation of the Plan to be included in annual reporting undertaken by all faculties and elements rather than creating an additional reporting requirement, parallel yet separate to mainstream reporting activities.

4.7 Ms Judy Hartley, Manager Student Equity Services, attended the meeting to speak to this item, providing additional background to its development. Ms Hartley advised the Plan forms part of an overall strategy for the University to identify and respond to issues for both students and staff.

4.8 The Chair commended the Plan and advised that Griffith is achieving well above the national average under the Federal Government’s performance indicator data for disability services relating to access, participation, retention and success. He further commented the AUQA Audit panel had been extremely impressed by the work being undertaken by the Student Equity Services Unit.

4.9 The following issues were raised during discussion:
- Support services can only be provided to those students with disabilities who self-identify; they are provided with a letter of introduction which they can provide to their lecturers, and there is a range of support services available to them. Some students choose not to indicate they have a disability. All students are made aware of support services available, and assured that confidentiality is always maintained.
- Individual action plans are developed, where necessary and in consultation with the student, in readiness for instances the student may be at risk to themselves and/or others.
- International students are provided with the same support services as domestic students, but there is no external funding available to provide that support, equivalent to that provided for our domestic students. A similar situation exists for OUA students.
- For transnational students (off-shore) support would need to be negotiated on a case-by-case basis.
- Particular strategies have been developed for students undertaking work integrated learning or field placement, because of the emphasis the University now places on these activities.

4.10 The Chair thanked Ms Hartley for her contribution to development of this Disability Action Plan, and for the excellent work being undertaken by the Student Equity Services Unit.

Resolution

4.11 Academic Committee resolved to endorse the "Disability Action Plan 2007-2011", as detailed in 2008/0016284, for forwarding to the University Council for approval.

5.0 EXTERNAL REVIEW 18-MONTH FINAL REPORT – FACULTY OF ENVIRONMENTAL SCIENCES

5.1 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.
5.2 The Faculty of Environmental Sciences was reviewed during March 2006. The Report of the Committee Reviewing Griffith University: Faculty of Environmental Sciences, 6-10 March 2006 (2006/0040280), the Faculty of Environmental Sciences: Review Report Implementation Plan (2006/0040281) and the minute extract from Executive Group, 2 August 2006 (2006/0040282) were considered at the 4/2006 meeting of the Academic Committee; these documents were provided with Agenda papers for this meeting.

5.3 Members had before them the 18-month progress report, Faculty of Environmental Sciences Review, 18 Month Final Report (2008/0016282), and noted that Executive Group had endorsed this report on 30 April 2008.

Resolution:

5.4 The Academic Committee resolved to recommend to the University Council the Faculty of Environmental Sciences Review Final 18-Month Progress Report (2008/0016282).

SECTION B: ACTION UNDER DELEGATED AUTHORITY

6.0 BEST PRACTICE IN FIRST YEAR ORIENTATION AND ENGAGEMENT AND GUIDELINES FOR THE FIRST YEAR ADVISOR ROLE

6.1 Members had before them the Best Practice in First Year Orientation and Engagement Guidelines for the First Year Advisor Role (2008/0022019), considered and endorsed at the Learning and Teaching Committee 4/2008 (May) meeting. This document is designed to accompany the Role of the First Year Advisor (2005/0025014) also distributed to members.

6.2 The Best Practice document was initiated by the Deputy Vice Chancellor (Academic), and written by the Chair of the Educational Excellence Committee with input from staff in the Griffith Institute for Higher Education and the Deans/Deputy Deans Learning and Teaching. Its purpose is to initiate a process for identifying and disseminating best practice in First Year Orientation and Engagement (FYO&E) at the School or Program levels for Griffith University. It aims to:
- provide a benchmark for best practice
- clarify the responsibilities of the First Year Advisor (FYA) role,
- establish guidelines for the FYA workload allocation, and
- identify the relationship between best practice and the resourcing of first year activities.

6.3 It is intended for use by Deans/Deputy Deans Learning and Teaching and First Years Advisors, to guide best practice in their Groups/Faculties and for Heads of Schools to use potentially in mid-year Academic reviews with staff in the FYA role, and to guide the FYA workload allocation for the next year.

6.4 Associate Professor Keithia Wilson attended the meeting to speak to this item, advising the document had been written after wide consultation. The two documents are closely aligned to form a coherent best-practice process.

6.5 The following issues were raised during discussion:
- For the FYA role to be effective it is important that continuity be provided; reference is made in the Role of the First Year Advisor, under section 2 to “The appointment of a First Year Advisor should be for a minimum of two years”.
- It is the responsibility of FYA to ensure that systems are put in place to monitor academic achievement and progress for the first two weeks of semester (ref p3 of the document) with support from other staff in the School, rather than all the work falling on the FYA.
- In order for staff to be prepared to take on this role it needs to be promoted as a positive career move, and for staff to be able to maintain their research profile.
- There is evidence of significant improvement across Griffith with a 13% retention improvement in the School in the Health Group which implemented the full range of FYO&E strategies in 2007 compared to 2006.
- The Chair advised that seed funding provided in 2008 will not be available in future, but it is anticipated that Groups will provide financial support for the FYA role.
- It is recognised that strategies for first year external and OUA students need to be developed, and for students entering second year with credit.
- FYAs need to be sensitive to incoming students with disabilities; the two documents will be reviewed to include reference to this issue.
- Dissemination strategies need to be developed to enable Schools and Faculties to use the Best Practice document as a management tool. It is recommended that this issue be discussed at a Dean’s (Learning and Teaching) Forum.

6.6 The Chair expressed his appreciation to Associate Professor Wilson for her excellent work in the very lengthy process to develop this Best Practice document.

Recommendation

6.7 On the recommendation of the Learning and Teaching Committee (4/2008, May, the Academic Committee resolved to approve the Best Practice in First Year Orientation and Engagement Guidelines for the First Year Advisor Role, subject to minor amendments as outlined in 6.5 above (revised document 2008/0016287).

7.0 GRIFFITH UNIVERSITY ADMISSIONS BONUS SCHEME

7.1 The Academic Committee had before it a paper outlining the Admissions Bonus Scheme proposal, document (2008/0016285).

7.2 The Academic Registrar spoke to this item advising the proposal aims to modify our current admissions scheme for OP eligible year 12 students, International Baccalaureate holders and equivalent interstate year 12 graduating students. Students successfully completing nominated subjects or studies at high school will automatically be granted bonus admission rank points when applying to study at Griffith University, as outlined in the proposal. The maximum number of bonus points a student can achieve is 5.

7.3 During discussion the following issues were raised:
- In response to a query regarding equity for all students in Queensland the Chair pointed out that students at the Gold Coast and Logan already participate in a bonus points system; this scheme extends that principle in a different way. Applicants holding qualifications similar to GUESTS (Griffith University Early Start to Tertiary Studies) could be treated in a similar way.
- It is proposed the scheme be reviewed after the 2009 admission period.

7.4 The Chair expressed his appreciation to the Academic Registrar, Dr Richard Armour, and the Admissions Manager, Ms Margaret Price, for their significant contributions to development of this scheme.

Resolution

7.5 Academic Committee resolved to approve this admission initiative to be introduced for 2009 admission, and for appropriate marketing and liaison with secondary schools to be undertaken as a priority. The scheme is to be reviewed after the 2009 admission period.
8.0 PES WITHDRAWAL OF PROGRAM SUBMISSION (08/0004778)
5270 MASTER OF ECHOCARDIOGRAPHY
5272 MASTER OF ECHOCARDIOGRAPHY WITH HONOURS

Resolution:

8.1 The Academic Committee, on the recommendation of the Programs Committee (3/2008, 29 May) resolved to approve the Program Withdrawal Submission proposing to withdraw the Master of Echocardiography (5270) and the Master of Echocardiography with Honours (5272), as detailed in 08/0004778, for implementation in Semester 2 2008.

9.0 EBL NEW PROGRAM SUBMISSION (2008/0025760)
3236 GRADUATE CERTIFICATE IN INDUSTRIAL TECHNOLOGY AND DESIGN

Resolution:

9.1 The Academic Committee, on the recommendation of the Programs Committee (2/2008, 1 May) resolved to approve the New Program Submission proposing to establish the Graduate Certificate in Industrial Technology and Design (3236, GCertITechDes), as detailed in 2008/0025760, for introduction in Semester 2 2008.

10.0 EBL NEW PROGRAM SUBMISSION (2008/0017544)
4038 GRADUATE DIPLOMA OF ADULT AND VOCATIONAL EDUCATION

Resolution:

10.1 The Academic Committee, on the recommendation of the Programs Committee (3/2008, 29 May) resolved to approve the New Program Submission proposing to establish the Graduate Diploma of Adult and Vocational Education (4038, GDipAdVocEd), as detailed in 2008/0017544, for introduction in Semester 2 2008.

11.0 GBS NEW PROGRAM SUBMISSION (2008/0025770)
3116 GRADUATE CERTIFICATE IN FRANCHISING

Resolution:

11.1 The Academic Committee, on the recommendation of the Programs Committee (3/2008, 29 May) resolved to approve the New Program Submission proposing to establish the Graduate Certificate in Franchising (3316, GCertFranchising) as detailed in 2008/0025770, for introduction in Semester 2 2008.

12.0 PHM FULL PROGRAM PROPOSAL (2008/0004823)
1352 BACHELOR OF CLINICAL PHARMACY

Resolution:

12.1 The Academic Committee, on the recommendation of the Programs Committee (4/2008, July) resolved to approve the Full Program Proposal proposing to establish the Bachelor of Clinical Pharmacy (1352, BClinPharm), as detailed in 2008/0004823, for introduction in Semester 2 2008.

13.0 NRS NEW PROGRAM SUBMISSION (2008/0025766)
5517 MASTER OF INFECTION CONTROL AND PREVENTION (OUA)

Resolution:

13.1 The Academic Committee, on the recommendation of the Programs Committee (3/2008, 29 May) resolved to approve the New Program Submission proposing to
establish the Master of Infection Control and Prevention (OUA) (5517, MInfecCnt), as detailed in 2008/0025766, for implementation in Semester 1 2009.

14.0 NRS NEW PROGRAM SUBMISSION (2008/0025768)
5516 MASTER OF SEXUAL HEALTH (OUA)

Resolution:

14.1 The Academic Committee, on the recommendation of the Programs Committee (3/2008, May) resolved to approve the New Program Submission proposing to establish the Master of Sexual Health (OUA) (5516 MSexualH), as detailed in 2008/0025768, for introduction in Semester 1 2009.

15.0 NRS NEW PROGRAM SUBMISSION (2008/0025769)
5236 MASTER OF CRITICAL CARE NURSING (OUA)

Resolution:

15.1 The Academic Committee, on the recommendation of the Programs Committee (3/2008, 29 May) resolved to approve the New Program Submission proposing to establish the Master of Critical Care Nursing (OUA) (5236, MCritCareN), as detailed in 2008/0025769, for introduction in Semester 1 2009.

16.0 HSV NEW PROGRAM / MAJOR CHANGE SUBMISSION (2008/0004810)
5476/5505 MASTER OF SOCIAL WORK (LG, GC)
5518 MASTER OF SOCIAL WORK (OUA) (NEW)

Resolution:

16.1 The Academic Committee, on the recommendation of the Programs Committee (3/2008, May) resolved to approve the Major Change Submission proposing to establish the Master of Social Work (OUA) (5518) and proposing changes to the Master of Social Work (5476 LG, and 5505 GC), as detailed in 2008/0004810), for implementation in Summer Semester 2008/09.

17.0 NRS MAJOR CHANGE SUBMISSION (2008/0025762)
1161/1162/1165 BACHELOR OF NURSING

Resolution:

17.1 The Academic Committee, on the recommendation of the Programs Committee (2/2008, 1 May) resolved to approve the Major Change Submission proposing to offer an accelerated structure in the Bachelor of Nursing (1161, 1162, 1165), as detailed in 2008/0025762, for implementation in Semester 3 2008.

18.0 HSV MAJOR CHANGE SUBMISSION (2008/0025773)
3169 GRADUATE CERTIFICATE IN COMMUNITY AND YOUTH WORK
5169 MASTER OF HUMAN SERVICES

Resolution:

18.1 The Academic Committee, on the recommendation of the Programs Committee (3/2008, May) resolved to approve the Major Change Submission proposing to incorporate the Graduate Certificate in Community and Youth Work (3169) as an exit and entry point for the Master of Human Services (non-specialised) (5169), as detailed in 2008/0025773, for implementation in Semester 1 2009.

19.0 NRS MAJOR CHANGE SUBMISSION (2008/0025774)
5230 MASTER OF MIDWIFERY
5244 MASTER OF MIDWIFERY WITH HONOURS
Resolution:

19.1 The Academic Committee, on the recommendation of the Programs Committee (3/3008, 29 May) resolved to approve the Major Change Submission proposing changes to the Master of Midwifery (5230) and Master of Midwifery with Honours (5244), as detailed in 2008/0025774, for implementation in Semester 2 2008.

20.0 ART MAJOR CHANGE SUBMISSION (2008/0017543)
1116 BACHELOR OF ARTS IN LANGUAGES AND APPLIED LINGUISTICS

Resolution:

20.1 The Academic Committee, on the recommendation of the Programs Committee (3/2008, 29 May), resolved to approve the Major Change Submission proposing to withdraw the major in Indonesian Language from the Bachelor of Arts in Languages and Applied Linguistics (1116), as detailed in 2008/0017543, for implementation in Semester 1 2009.

21.0 BPS/CCJ MAJOR CHANGE SUBMISSION (2008/0017549)
1265 BACHELOR OF FORENSIC SCIENCE/BACHELOR OF CRIMINOLOGY AND CRIMINAL JUSTICE

Resolution:

21.1 The Academic Committee, on the recommendation of the Programs Committee (4/2008, July), resolved to approve the Major Change Submission proposing changes to the Bachelor of Forensic Science/Bachelor of Criminology and Criminal Justice (1265) as detailed in 2008/0017549, for implementation in Semester 1 2009.

22.0 GBS MAJOR CHANGE SUBMISSION (2008/0016782)
1271 BACHELOR OF BUSINESS (HOSPITALITY MANAGEMENT)

Resolution:

22.1 The Academic Committee, on the recommendation of the Programs Committee (4/2008, July) resolved to approve the Major Change Submission proposing to changes to the Bachelor of Business (Tourism and Hospitality Management) (1271), including the title change, as detailed in 2008/0016782, for implementation in Semester 1, 2009.

23.0 GBS MAJOR CHANGE SUBMISSION (2008/0016795)
1289 BACHELOR OF BUSINESS (HOTEL, TOURISM, EVENT, REAL ESTATE AND PROPERTY, AND SPORT)

Resolution:

23.1 The Academic Committee, on the recommendation of the Programs Committee (4/2008, July) resolved to approve the Major Change Submission proposing changes to the Bachelor of Business (Hotel, Tourism, Event, Real Estate and Property, and Sport) (1289), as detailed in 2008/0016795, for implementation in Semester 1 2009.

24.0 BPS MAJOR CHANGE SUBMISSION (2008/0025777)
3207 GRADUATE CERTIFICATE IN CLINICAL SCIENCE
5471 MASTER OF CLINICAL SCIENCE
5472 MASTER OF CLINICAL SCIENCE WITH HONOURS

Resolution:

24.1 The Academic Committee, on the recommendation of the Programs Committee (4/2008, July) resolved to approve the Major Change Submission proposing changes to
the Master of Clinical Science with Honours (5472), as detailed in 2008/0025777, for implementation in Semester 1, 2009.

25.0 BPS MAJOR CHANGE SUBMISSION (2008/0025778)
5080 MASTER OF SCIENCE IN GENETIC COUNSELLING
5086 MASTER OF SCIENCE IN GENETIC COUNSELLING WITH HONOURS

Resolution:

25.1 The Academic Committee, on the recommendation of the Programs Committee (4/2008, July) resolved to approve the Major Change Submission proposing changes to the Master of Science in Genetic Counselling with Honours (5086), as detailed in 2008/0025778, for implementation in Semester 1, 2009.

26.0 BPS MAJOR CHANGE SUBMISSION (2008/0025779)
5085 MASTER OF SCIENCE IN FORENSIC SCIENCE
5098 MASTER OF SCIENCE IN FORENSIC SCIENCE (QPS)
5091 MASTER OF SCIENCE WITH HONOURS IN FORENSIC SCIENCE
5092 MASTER OF SCIENCE WITH HONOURS IN FORENSIC SCIENCE (QPS)

Resolution:

26.1 The Academic Committee, on the recommendation of the Programs Committee (4/2008, July) resolved to approve the Major Change Submission proposing changes to both the standard and QPS streams of the Master of Science in Forensic Science with Honours (5091/5092), as detailed in 2008/0025779, for implementation in Semester 1, 2009.

27.0 HTH SPECIAL PURPOSE SUBMISSION (2008/0025763)
1326 B NURSING (ABU DHABI)

Resolution:

27.1 The Academic Committee, on the recommendation of the Programs Committee (2/2008, 1 May), resolved to approve the Special Purpose Submission proposing changes to the admission requirements for the Bachelor of Nursing (1326), as detailed in 2008/0025763, for implementation with the first intake in September, 2008.

28.0 QCM SPECIAL PURPOSE SUBMISSION (2008/0017545)
4111/4112 GRADUATE DIPLOMA OF MUSIC

Resolution:

28.1 The Academic Committee, on the recommendation of the Programs Committee (3/2008, 29 May), resolved to approve the Special Purpose Submission proposing a change to the award testamur titles of the Graduate Diploma in Music (4111/4112), as detailed in 2008/0017545, for implementation in Semester 1, 2008.

29.0 ART SPECIAL PURPOSE SUBMISSION (2008/0017539)
3007, 3043 GRADUATE CERTIFICATE IN JOURNALISM AND MASS COMMUNICATION
4013, 4051 GRADUATE DIPLOMA OF JOURNALISM AND MASS COMMUNICATION
5075, 5147 MASTER OF ARTS IN JOURNALISM AND MASS COMMUNICATION
5076, 5152 MASTER OF ARTS WITH HONOURS IN JOURNALISM AND MASS COMMUNICATION

Resolution:

29.1 The Academic Committee, on the recommendation of the Programs Committee (3/2008, May) resolved to approve the Special Purpose Submission proposing changes to the
programs listed above, as detailed in 2008/0017539, for implementation in Semester 2, 2008

30.0 GBS SPECIAL PURPOSE SUBMISSION (2008/0016791)
5158/5159 MASTER OF BUSINESS ADMINISTRATION

Resolution:

30.1 The Academic Committee, on the recommendation of the Programs Committee (3/2008, May) resolved to approve the Special Purpose Submission proposing changes to the admission requirements for the Master of Business Administration (5158/5159) as detailed in 2008/0016791, for implementation in Semester 2, 2008.

31.0 HSV SPECIAL PURPOSE SUBMISSION (08/0004808)
1098 BACHELOR OF HUMAN SERVICES
1095 BACHELOR OF HUMAN SERVICES – CHILD & FAMILY STUDIES
1244 BACHELOR OF HUMAN SERVICES/BACHELOR OF EDUCATION (PRIMARY)
1263 BACHELOR OF HUMAN SERVICES/BACHELOR OF CRIMINOLOGY AND CRIMINAL JUSTICE
1282 BACHELOR OF SOCIAL WORK

Resolution:

31.1 The Academic Committee, on the recommendation of the Programs Committee (3/2008, May) resolved to approve the Special Purpose Submission proposing changes to course offerings in first year in the programs listed above, as detailed in 08/0004808, for implementation in Semester 1, 2009.

32.0 DOH SPECIAL PURPOSE SUBMISSION (08/0004824)
1259 BACHELOR OF ORAL HEALTH IN DENTAL SCIENCE
1260 BACHELOR OF ORAL HEALTH IN DENTAL TECHNOLOGY
1262 BACHELOR OF ORAL HEALTH IN ORAL HEALTH THERAPY

Resolution:

32.1 The Academic Committee, on the recommendation of the Programs Committee (4/2008, July) resolved to approve the Special Purpose Submission proposing changes to degree requirements for the Bachelor of Oral Health in Dental Science (1259), Bachelor of Oral Health in Dental Technology (1260) and Bachelor of Oral Health in Oral Health Therapy (1262), as detailed in 2008/0004824, for implementation in Semester 1 2008.

33.0 VICE CHANCELLOR’S AND PRESIDENT’S TEACHING BURSARIES

33.1 The Committee noted that at its 4/2008 (May) meeting the Learning and Teaching Committee had considered, endorsed and forwarded for Academic Committee’s approval the revised policy for the Vice Chancellor and President’s Teaching Bursaries, as contained in 2008/0022013.

33.2 The Vice Chancellor and President’s Teaching Bursaries provide financial support to academic staff to support their enrolment in the Griffith Institute for Higher Education’s postgraduate programs. The bursaries are a part of the University’s strategy to encourage academic staff to maintain or extend their teaching capability.

33.3 Staff may apply for a bursary (maximum amount of $2,000 per semester), with funds being used to provide teaching relief during the course of study and to be paid to the appropriate school at the end of the semester, subject to satisfactory progress.

33.4 The bursaries are administered by GIHE, while the approval process is the responsibility of Educational Excellence Committee.
33.5 Revisions include elaboration and clarification of applications and progress reports.

Resolution

33.6 The Academic Committee resolved to approve the revised policy for the Vice Chancellor and President’s Teaching Bursaries, as contained in 2008/0022013.

34.0 INTERNATIONAL STUDENT EXCHANGE PROGRAM

34.1 The Academic Committee had before it a revised document for the International Student Exchange Program, as detailed in the attached document (2008/0016281).

34.2 It was noted that changes have been made to section 8.0 Application Procedure for Students.

Resolution

34.3 Academic Committee resolved to approve the revised International Student Exchange Program, as detailed in 2008/0016281.

35.0 UNIVERSITY MEDAL

35.1 The Academic Committee had before it a document containing revisions to the University Medal Policy (2008/0016280).

35.2 The Committee noted at its 2/2008 (April) meeting Academic Committee had approved changes to the calculation of honours for the Bachelor of Music (1268, embedded honours) and the Bachelor of Music with Honours (2051), to require that students achieve minimum percentages in each of the classifications of honours across both the Major Study and Dissertation components of these programs. Therefore there is no need to make specific reference to GPA requirements for Queensland Conservatorium programs in the University Medal policy.

Resolution

35.3 The Academic Committee resolved to approve the changes to the University Medal policy, as described in 2008/0016280.

36.0 CHAIR OF UNIVERSITY APPEALS COMMITTEE

36.1 The Academic Committee resolved to approve the appointment of Associate Professor Bradley Bowden as Chair of the University Appeals Committee for the period 1 July to 31 December 2008. Professor Peter Healy will resume his role as Chair in 2009.

SECTION C: RECOMMENDATIONS AND REPORTS TO OTHER COMMITTEES

Nil.

SECTION D: MATTERS NOTED, CONSIDERED OR REMAINING UNDER DISCUSSION

37.0 VICE CHANCELLOR’S FORUM AND QUESTION TIME

37.1 The Vice Chancellor reported on issues of strategic importance, and responded to questions from members as follows:

37.1.1 AUQA Audit update

The outcomes of the AUQA Audit have been very positive. Feedback at the end of the panel visit indicated the University will receive commendations across a range of initiatives, and that affirmations will confirm issues already identified as needing to be addressed.
- The Vice Chancellor congratulated and thanked the Deputy Vice Chancellor (Academic) on the massive task of producing the Portfolio. He also expressed his appreciation to all staff involved in the successful panel visit.
- It is expected a Draft Report will be received within 2-3 weeks, when the Executive will have the opportunity to respond to the AUQA Board. It will then be released to the public.

37.1.2 Up-grade of Video-conferencing Facilities
- There will be a significant improvement when the up-grade of facilities is complete.

37.1.3 Areas of Strategic Investment
- Eight areas of strategic investment will be funded. Seven of the areas have been chosen primarily on the basis of their strong research profile, and one primarily on its distinguished role in teaching and professional practice. Each area is required to prepare and submit a program of activity and an expenditure plan.
- The areas of Strategic Investment are as follows:
  - Asian Politics, Trade and Development
  - Climate Change Adaptation
  - Criminology with a focus on prevention
  - Drug Discovery with a focus on infectious diseases
  - Health Research with a focus on innovations in health care
  - Music, the Arts and the Asia Pacific Region
  - Tourism with a focus on sustainable tourism research
  - Water Science with a focus on Freshwater, estuarine and urban water research
- Research support provided to other areas will not be withdrawn.
- The Vice Chancellor asked that the document Griffith 2015: Areas of Strategic Investment, Next Steps be circulated to members.

37.1.4 University Budget
- Overall the University's budget is very sound. However there are some very significant budget pressures, as follows:
  - The Federal Government’s scheme to provide an additional 2.5%, based on a specific set of criteria, came to an end in 2007. There are no additional funds available in 2008.
  - The impact of increasing energy costs will be significant.
  - The value of the Australian dollar is likely to have a negative impact on international student enrolments.

38.0 CHAIRPERSON’S REPORT

38.1 The Chair provided a report on the following matters:

38.1.1 AUQA Audit update
Further to the Vice Chancellor’s report:
- Over 400 staff and students were interviewed by the Audit panel.
- A significant number of documents were prepared and placed on CD for consideration by the panel.

38.1.2 Forum for Student Success
Dr Richard Armour reported:
- The event was very successful, with participation from a broad cross-section of staff. Feedback has been positive. It was noted that only a small number of academic staff attended.
- A report is expected to be available in September this year.
This will become a biannual event with another forum held in six months. Future forums will have a more narrow focus themed around specific issues.

39.0 DEPUTY CHAIRPERSON’S REPORT

39.1 The Deputy Chair reported as follows:

39.1.1 Attendance at Navitas meeting, Canberra
- An AUQA audit of Navitas is scheduled for 2010. This meeting was attended by representatives from all of the IBT Colleges and partner universities and included a presentation by Dr David Woodhouse, Executive Director of the Australian Universities Quality Agency (AUQA).

39.1.2 Australian Universities Quality Forum, Canberra
- An AUQF conference was held recently in Canberra. Key themes emanating from the keynote speakers and other papers included graduate attributes, especially employability of graduates; internationalisation; quality assurance particularly around standards and equivalence; and proof of attainment of graduate attributes.

39.1.3 GU Transnational Education (TNE) Workshop
- This Workshop was held on 16th July. Academic staff shared their experiences of offshore teaching & learning and provided feedback on TNE Induction booklet currently in production.

40.0 EBL WITHDRAWAL OF PROGRAM SUBMISSION (2008/0025755)
5499 MASTER OF ADULT AND VOCATIONAL EDUCATION

Resolution:

40.1 The Academic Committee, on the recommendation of the Programs Committee, noted the Master of Adult and Vocational Education (5499) previously approved by the Programs Committee has been withdrawn.

41.0 MEMBERSHIP

41.1 Members noted the following changes to the membership of the Committee.
- Professor Mick Levy’s membership has ceased as he is no longer a Head of School.
- Professor Lewis Adams’ membership has ceased as he is no longer the Dean (Academic) for Griffith Health.
- Associate Professor Alf Lizzio joins the membership in his role as the Dean (Learning and Teaching) for Griffith Health.
- Professor Nick Buys remains a member in his new role as Dean (Academic) for Griffith Health.

41.2 The Chair welcomed Associate Professor Lizzio to his first meeting, acknowledged Professor Nick Buys’ changed role, and expressed his appreciation to retiring members, Professors Levy and Adams, for their contribution to the work of this Committee.

42.0 COURSE OUTLINE REPORT

42.1 The Committee noted the Course Outline Report (2008/0022003) which was considered at the 4/2008 (May) meeting the Learning and Teaching Committee. This is a report on publishing processes and identifies problems experienced in semester 1 2008. It was produced in consultation with various stakeholders including school administrative staff, EIS Assist staff and Academic Service Officers from each group.
who provided an insight into various experiences throughout the process. It provides an overview of submission rates, identifies the problems and consequences experienced this semester, and makes recommendations to improve the process in future. The Committee further noted a tip sheet had been developed and sent to School Administrative Officers for distribution to course convenors.

43.0  NRS SPECIAL PURPOSE SUBMISSION (2008/0025758)
1161, 1162, 1165 B NURSING

43.1  This item was withdrawn from the Agenda and will be referred to Executive Group for consideration.

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

44.1  The minutes and/or action sheets of the following Committees were noted:

   41.1.1  Internationalisation Advisory Committee [2/2008]
   41.1.2  Learning and Teaching Committee [3/2008, April]
   41.1.3  Programs Committee [1/2008 April, 2/2008 1 May, 3/2008 29 May]
   41.1.4  Research and Postgraduate Studies Committee [2/2008 and 3/2008]

45.0  2008 COMMITTEE MEETING DATES

45.1  The Academic Committee noted the schedule for meetings to be held at 1:30pm on the following Thursdays in 2008:

   18 September
   16 October
   13 November
   11 December *

* meeting will proceed only if urgent business requires

45.2  Meetings will be held via video-conference between Room -1.18 (Level -1) Business 2 Building (N72), Nathan campus and Room 1.04, The Chancellory (G34), Gold Coast campus

Confirmed:  ..............................................................
(Chair)
Date:  18 September 2008