A meeting of the Academic Committee of the Griffith University Council will be held at 1:30pm on Thursday 18 June 2009 with a video-conference between Room -1.18 (Level -1) Business 2 Building (N72), Nathan campus; Room 1.04, The Chancellery (G34), Gold Coast campus; and Room 2.27, Information Services Building (L03), Logan campus.

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

### DISTRIBUTION LIST

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<tr>
<th>Name</th>
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<tr>
<td><strong>CHAIRPERSON OF THE COMMITTEE</strong></td>
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<tr>
<td>Deputy Vice Chancellor (Academic) – Professor Sue Spence</td>
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<td>Vice Chancellor and President – Professor Ian O’Connor</td>
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<td>Deputy Vice Chancellor (Research) – Professor Ned Pankhurst</td>
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<td>Pro Vice Chancellor (Arts, Education and Law) – Professor Marilyn McMeniman AM</td>
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<td>Pro Vice Chancellor (Business) – Professor Michael Powell</td>
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<td>Pro Vice Chancellor (Health) – Professor Allan Cripps</td>
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<td>Acting Pro Vice Chancellor (Science, Envir, Eng and Technology) – Professor Gillian Bushell</td>
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<td>Acting Pro Vice Chancellor (Quality and Student Outcomes) – Professor Kerri-Lee Krause</td>
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<td>Pro Vice Chancellor (Administration) – Mr Colin McAndrew</td>
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<td>Pro Vice Chancellor (Information Services) – Ms Linda O’Brien</td>
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<td>Pro Vice Chancellor (International) – Mr Chris Madden</td>
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<td>Academic Registrar – Ms Kathy Grgic</td>
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<td>Director, Griffith Institute for Higher Education – Professor Kerri-Lee Krause</td>
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<td>Deputy Chair of the Committee – Professor Sally Borbasi</td>
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<td>Ms Lea-Anne Stafford (Secretary)</td>
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<td>Professor Kay Ferres, Dean, Faculty of Humanities and Social Sciences</td>
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<td>Professor Claire Wyatt-Smith, Dean, Faculty of Education</td>
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<td>Professor Paula Baron, Dean, Griffith Law School</td>
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<td>Professor Marie Wilson, Dean (Academic), Griffith Business School</td>
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<td>Professor Graham Cuskey, Dean (Research), Griffith Business School</td>
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<td>Professor Lorelle Frazer, Dean (Learning and Teaching), Griffith Business School</td>
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<td>Professor Debra Henly, Dean (Academic), Griffith Health</td>
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<td>Professor Nick Buys, Dean (Learning and Teaching), Griffith Health</td>
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<td>Professor Lyn Griffiths, Dean (Research), Griffith Health</td>
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<td>Associate Professor Clyde Wild, Dean (Academic), Sci, Env, Eng &amp; Tech</td>
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<td>Mr Dave Edwards, Dean (Learning and Teaching), Sci, Env, Eng &amp; Tech</td>
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<tr>
<td>Professor Joe Lee, Acting Dean (Research), Sci, Env, Eng &amp; Tech</td>
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<td>Professor Parlo Singh, Dean, Griffith Graduate Research School</td>
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<td>Professor Peter Roennfeldt, Director, Queensland Conservatorium</td>
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<tr>
<td>Professor Paul Cleveland, Director, Queensland College of Art</td>
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<td>Dr Janet Ransley (Arts, Education and Law)</td>
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<td>Dr Maureen Harrington (Business)</td>
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<td>Dr Peta Stevenson-Clarke (Business)</td>
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<td>Dr Saras Henderson (Health)</td>
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<td>Associate Professor Alex Forrest (Sci, Env, Eng and Tech)</td>
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<td>Dr Sarah Baker (Arts, Education and Law)</td>
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<td>Dr Mark Chappell (Health)</td>
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<td>Dr Helen Blanchard (Sci, Env, Eng and Tech)</td>
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<td>Dr Carmel Herington (Business)</td>
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<td>Dr Debbie Heck (Arts, Education and Law)</td>
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Heads of Schools or Departments
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 Holland (Business) Until 31 December 2009
Professor Nerida Smith (Health) Until 31 December 2010
Dr Louis Sanzogni (Business) Until 31 December 2010
Associate Professor Penny Bundy (Arts, Education and Law) Until 31 December 2010
vacant (Sci, Env, Eng and Tech) Until 31 December 2010

Postgraduate Students
Ms Ulrike Kachel Until 31 December 2009
Vacant

Undergraduate Students
Ms Samantha Cassell Until 31 December 2009
Ms Julie Kennedy Until 31 December 2009
Mr Sage Perkins Until 31 December 2009
Ms Olivia Tran Until 31 December 2009
Vacant Until 31 December 2009

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
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:
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Spare copies (attachments)

Committee QuickR Web Address
- [https://qplace01.domino.griffith.edu.au/sec-university-committees](https://qplace01.domino.griffith.edu.au/sec-university-committees) Use the left navigation bar to select the Academic Committee site. (Username is your staff number and password is the same as your Novell login. Call the Secretary on 57096 for advice or if experiencing difficulties.)
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 2/2009 meeting have been circulated.

To be taken as read and confirmed

3.0 MEMBERSHIP

3.1 The Chair, on behalf of the Committee warmly welcomes new member, Professor Joe Lee, Acting Dean (Research) from the Science, Environment, Engineering and Technology Group to his first meeting.

3.2 Academic Committee will wish to place on record its appreciation of the contribution of Mr Dave Edwards to the work of Committee during his term of office and wish him well as he leaves the University

For noting

4.0 VICE CHANCELLOR’S FORUM AND QUESTION TIME

4.1 The Vice Chancellor will attend to speak to reports, update members on issues of importance and take questions, with or without notice.

4.2 As part of his report, the Vice Chancellor will lead a discussion on the government report, Transforming Australia’s Higher Education System.

Members of the Academic Committee may access the report at http://www.deewr.gov.au/HigherEducation/Pages/TransformingAustraliasHESystem.aspx

Key initiatives of interest to Academic Committee are as follows:

- Allocation of $108m over 4 years to link universities with low SES schools and vocational education and training providers
- Allocation of $325m over 4 years to universities as a financial incentive to expand their enrolment of low SES students and to fund the intensive support needed to improve their completion and retention rates.
- Abolishment of the Student Learning Entitlement (7 years of full-time study for Commonwealth Supported students) from 2012. 2010 and 2011 will be transition years with the cap on over enrolment lifted from 5 to 10%. Introduction of demand driven entitlement system for domestic students from 2012.
- Reallocation of the National Learning and Teaching Performance Fund (NLTTPF) to establish a grant of $138 million per year from 2012 to institutions conditional upon their meeting performance targets set for each institution. In 2010 a robust set of performance indicators for this grant are to be developed. The indicators will include measures of success for equity groups as well as measures of the quality of teaching and learning.
• From 2010 the Government will increase HECS for nursing and teacher education from the national priority band which is a maximum of $4,162 in 2009 to HECS band 1 which is $5,201 in 2009, an increase of 25%. However, nursing and teacher education graduates who work in nursing or teaching will have their compulsory HECS debt repayments reduced.

• Review of the base funding levels for learning and teaching in higher education to ensure that funding levels remain internationally competitive and appropriate for the sector for report in 2011.

• Establishment of Tertiary Education Quality and Standards Agency (TEQSA) in 2010. From 2011 TEQSA will build on the strong foundations of AUQA with an extended brief to evaluate the performance of universities and other higher education providers every five years, or whenever there is evidence that standards are not being met.

For noting

5.0 MATTERS ARISING FROM PREVIOUS MEETING

5.1 Australian Universities Quality Agency (AUQA) Cycle 2 Audit Implementation Plan – 6 Month Report

5.1.1 Implementation of the University’s response to the AUQA audit is led by the Deputy Vice Chancellor (Academic), and progress is overseen by Academic Committee and Council. Members will recall that at the 23 April meeting, a progress report on the implementation plan (2009/0005761) endorsed by Executive Group (25 February 2009) was presented to members for their consideration.

5.1.2 Due to the delay between report preparation and presentation to the Academic Committee, at that time members queried whether the deadlines given for some of the items were still appropriate and asked that these be amended where appropriate prior to sending it to Council.

5.1.3 Members are asked to note that as the next version of the report is already underway in line with the timetable below, deadlines and completed actions described in the interim report will be reviewed and updated as part of the new timelines, prior to submission to Council.

<table>
<thead>
<tr>
<th>Task</th>
<th>Timeline</th>
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<tr>
<td>Request progress update on implementation from key stakeholders</td>
<td>w/c 15 June 2009</td>
<td>3 week turnaround required and due by Friday 3 July</td>
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<tr>
<td>Email reminder for progress updates (non-respondents only)</td>
<td>29 June 2009</td>
<td>Require all information by early August</td>
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<tr>
<td>Prepare a draft report</td>
<td>w/c 6 July</td>
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<tr>
<td>Submit draft report to Deputy Vice Chancellor (Academic) for comment</td>
<td>w/c 13 July 2009</td>
<td>Feedback required in order to proceed to Executive Group</td>
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<tr>
<td>Submit finalised report to Secretary, Executive Group</td>
<td>24 July 2009</td>
<td>Executive Group meeting (papers required 24 July)</td>
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<tr>
<td>Report progress to Academic Committee</td>
<td>13 August 2009</td>
<td>Option for the report to go to 13 August or 17 September meeting depending on the extent of EG feedback</td>
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<tr>
<td>Report progresses to University Council</td>
<td>5 October 2009</td>
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</table>
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

6.0 ENGLISH LANGUAGE ENHANCEMENT STRATEGY – POLICY CHANGES

6.1 At the November 2008 Academic Committee meeting, the Griffith English Language Enhancement Strategy was approved. This strategy aims to significantly enhance English language support for students, particularly, but not exclusively, for international students.

6.2 At its 23 April 2009 meeting Academic Committee, on the recommendation of the 2/2009 Learning and Teaching Committee meeting, considered a set of revised policies to enable the implementation of the Strategy in 2010 and specifically the inclusion of the English Language Enhancement (ELE) course as a bachelor degree program requirement.

6.3 A range of issues and questions were raised by Academic Committee requiring revisions to the policy drafts before it. As a result, it was agreed to circulate a redrafted set of policies to members via flying minute to ensure that the issues raised could be adequately and consistently addressed across all documents. The flying minute was circulated on 8 May and neither recommendation was accepted due to insufficient responses.

6.4 Further revisions have been made to the policies as a result of feedback obtained via the flying minute and the following documents are now attached for the consideration of the Academic Committee:

(a) Admission Policy for Undergraduate Programs (2009/0005785)
(b) Schedule A: English Language Qualifications Accepted by Griffith University for Undergraduate and Postgraduate Admission (2009/0005786).
(c) Structure and Requirements of Degrees Awarded by Griffith University (2009/0005782)
(d) Bachelors Degree Policy (2009/0005783)
(e) Schedule 1: Requirement to Complete the English Language Enhancement Course (2009/0005784)

6.5 Schedule B Programs Approved to Retain English Language Requirements for International Applicants Lower than Specified University Requirements, as described in 03/0717, was approved by the Academic Committee in November 2003. As the programs listed in this schedule are either no longer offered or do not apply a lower English language entry requirement for international students, it is appropriate to rescind this document.

6.6 The Chair will introduce this item. Members will be asked to consider the three policies and associated schedules separately.

Recommendation

6.7 The Academic Committee is asked to recommend the following takes effect in Semester 1, 2010:
(a) adoption of revisions to the Admission Policy for Undergraduate Programs (2009/0005785);
(b) adoption of revisions to the Schedule A: English Language Qualifications Accepted by Griffith University for Undergraduate and Postgraduate Admission (2009/0005786);
(c) rescission of Schedule B: Programs Approved to Retain English Language Requirements for International Applicants Lower than Specified University Requirements (03/0717).

6.8 The Academic Committee is asked to recommend the following takes effect in Semester 1, 2010:
   (a) adoption of revisions to the Bachelors Degree Policy (2009/0005783);
   (b) adoption of the new Schedule 1: Requirement to Complete the English Language Enhancement Course (2009/0005784).

6.9 The Academic Committee is asked to recommend the following takes effect in Semester 1, 2010:
   (a) adoption of revisions to the Structure and Requirements of Degrees Awarded by Griffith University (2009/0005782).

For consideration

7.0 THE GRIFFITH GRADUATE STATEMENT

7.1 The Griffith Graduate Statement lists the characteristics that the University seeks to engender in its graduates through its bachelor degree programs. This statement, adopted in 1999, and reviewed in 2004, has been reconsidered during 2008 by a working party reporting to the Learning and Teaching Committee co-chaired by Professor Sally Borbasi and Dr Calvin Smith.

7.2 The working party has completed its work and presented a range of documentation to the June meeting of the Learning and Teaching Committee. Learning and Teaching Committee endorsed the documents and recommended them to the Academic Committee for consideration.

7.3 After the Learning and Teaching Committee, a number of minor revisions were made to the following set of documents now before the Academic Committee for consideration:
   • Proposal of revised Griffith Graduate Statement (2009/0005793);
   • Mapping of the new Graduate Statement with the Generic Skills Scale and the Graduate Qualities Scale from the CEQ (2009/0003271);
   • An analysis of the proposed Griffith Graduate Statement with the current Griffith Graduate Statement (2009/0003272);
   • The Griffith Graduate statement (2009/0003273).

7.4 The existing Griffith Graduate statement as described in 2004/0285 is also attached for the information of members.

7.3 Key elements of the Griffith Graduate Statement include three overarching facets of the Griffith Graduate identity which are underpinned and supported by five Griffith Graduate Attributes: Knowledge in their discipline; effective communicators, innovative and creative, with critical judgement; socially responsible and civicly engaged; globally aware and inter-culturally competent citizens.

7.4 Dr Calvin Smith from the Griffith Institute for Higher Education will speak to the revised statement.

Recommendation

7.5 The Academic Committee, on the recommendation of the 3/2009 Learning and Teaching Committee, is asked to approve the adoption of The Griffith Graduate statement as described in 2009/0003273.

For consideration
8.0 GRIFFITH GRANTS FOR LEARNING AND TEACHING GUIDELINES

8.1 The Academic Committee, on the recommendation of the 3/2009 Learning and Teaching Committee (June) is asked to consider the attached:

- Griffith Grants for Learning and Teaching Guidelines (2009/0005795) – clean copy
- Griffith Grants for Learning and Teaching Guidelines (2009/0005795) – marked up copy
- Griffith Grants for Learning and Teaching Full Application Template
- Griffith Grants for Learning and Teaching Expression of Interest Template

8.2 These guidelines have been revised, in the light of the decision taken in 2008 to disestablish the Blended Learning Fellowship, to extend the grant scheme to include blended learning activities. A number of other minor changes were made to the document after the Learning and Teaching Committee in consultation with the Learning and Teaching Committee Chair.

8.4 The Learning and Teaching Committee recommends that the Griffith Grants for Learning and Teaching Guidelines be the delegated responsibility of the Learning and Teaching Committee and not Academic Committee in the future.

Recommendation

8.5 The Academic Committee, on the recommendation of the 3/2009 Learning and Teaching Committee, is asked to adopt revisions to the Griffith Grants for Learning and Teaching Guidelines (2009/0005795) as a Learning and Teaching policy for inclusion as such in the Approving Authorities for University Policies (2009/0001759).

For approval

9.0 CHAIRPERSON’S REPORT

9.1 The Chair will report on matters of interest that have arisen since the previous meeting including:

a) Review of the Amber Risk Assessment Strategy;

b) ALTC National Teaching Fellowship and Grants success (see attached);

c) ARC Linkage Grant success (see attached);

d) Blended Learning Advisors and Curriculum Advisors;

e) AUQA Discussion Paper - Setting and Monitoring Academic Standards for Australian Higher Education (attached).

For noting

SECTION III: MATTERS REQUIRING RATIFICATION OF EXECUTIVE ACTION

10.0 FOURTH YEAR REVIEW - CENTRE FOR ENVIRONMENTAL SYSTEMS RESEARCH

10.1 Under the Research Centre Policy, the Research and Postgraduate Studies Committee is to conduct a review of each Research Centre in its fourth year of funding. The review will take into consideration the Centre's strategic plan at the outset of the four-year period, the level of Centre performance over the previous three years as well as its strategic importance in achieving the goals of the Griffith Research Plan.

10.2 Five Research Centres Fourth Year Review Reports were reviewed by a panel on 13 October 2008. At that meeting, the Panel could not score the Centre for Environmental Systems Research or recommend funding for a further four years as the strategic plan for the centre and the 4th year review report required more work. The Centre was asked to
provide a revised strategic plan, which was received and reviewed by the Deputy Vice Chancellor (Research). The DVC (Research) has approved the revised strategic plan and recommends that the Centre continue for a further four years from 1 January 2009 to 31 December 2012.

10.3 The Centre has also requested a change of name to the Atmospheric Environment Research Centre, to more accurately reflect its research focus and priorities.

Recommendation

10.4 The Academic Committee, on the recommendation of the 3/2009 Research and Postgraduate Studies Committee (April), is asked to ratify the Chair’s executive action in approving:
(a) the continuation of the Centre for Environmental Systems Research for a further four years from 1 January 2009 to 31 December 2012; and,
(b) the adoption of the new name of Atmospheric Environment Research Centre from 1 January 2009.

For ratification

11.0 STUDENT ADMINISTRATION POLICY

11.1 In December 2008, the Academic Committee approved, from Semester 1, 2009, Recommendation 29 of the Supporting Large Classes Implementation Plan charging Student Administration (in consultation with Heads of Schools or their nominee) with the responsibility of approving late course changes after Week 2. This responsibility was previously held by Course Convenors.

11.2 Under the revised Policy, applications for late course additions are only allowed in exceptional circumstances. In assessing applications for late course additions, Student Administration considers each application against a set of criteria: GPA greater than or equal to 4.0 and no assessment item due within five days of course change request date. For each approved course addition, students are charged an administrative fee of $50 per course.

11.3 A review of the revised procedures was conducted, as described in 2009/0005792, and the following feedback was received from Heads of School and Student Administration:
• The revised process, combined with the necessity for fast turn-around times on decisions, created increased workloads for Heads of School and administrators during the start of semester peak period;
• At times, Heads of School required the advice of Course Convenors on individual cases; and
• There was a lack of clarify about whether approval could be provided by the Head of School responsible for the student’s program or by the Head of School responsible for the particular course/s into which enrolment was requested.

11.4 To address some of these concerns, the following changes to Section 7.1 of the Student Administration Policy are now recommended (changes tracked):

In exceptional circumstances* a student with a GPA greater than or equal to 4.0 may be given approval by the Director, Student Administration (in consultation with the relevant Head of School or approved nominee Course Convenor as required) for the student to add a course after the last date for adding courses, but not if assessment is due within 5 days of date of request. Each application for late addition will be subject to the payment of an application fee for each late course addition request. Each application fee will be subject to the payment of an application fee for each late course addition request.

Recommendation

11.5 The Academic Committee, on the recommendation of the Academic Registrar, is asked to approve the revisions to Section 7.1 of the Student Administration Policy as described in 2009/0005790.

For ratification

www.griffith.edu.au/committees
SECTION IV: MATTERS FOR NOTING AND WHERE APPROPRIATE, ACCEPTANCE OF RECOMMENDATIONS – PROGRAM SUBMISSIONS

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<td>Item 13.0 HSV Major Change Submission 3049 Graduate Certificate in Disability Studies 5189 Master of Human Services</td>
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<td>Item 15.0 LAL Major Change Submission – 1116 Bachelor of Arts in Languages and Applied Linguistics</td>
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<td>Item 16.0 GBS Major Change Submission – 1289 Bachelor of Business (Hotel, Tourism, Event, Real Estate and Property, Sport)</td>
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<td>Item 17.0 GBS Major Change Submission 5158/5159 Master of Business Administration 5162/5163 Master of Business Administration (Advanced)</td>
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<td>Item 23.0 EBL Special Purpose Submission – 3016 Graduate Certificate in Applied Linguistics</td>
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<td>Item 24.0 GBS Special Purpose Submission – 5275 Master of Public Administration</td>
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<td>Item 25.0 DOH Special Purpose Submission – 4136 Graduate Diploma of Dentistry</td>
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12.0 **QCA NEW PROGRAM/ MAJOR CHANGE SUBMISSION 2009/0007258 1343 BACHELOR OF DESIGN (HONG KONG)**

12.1 At its 3/2009 meeting Programs Committee considered a proposal to establish the Bachelor of Design in Hong Kong, commencing in semester 2, 2009 (September).

12.2 Programs Committee raised concerns about the proposal and sought feedback as follows:

- The Committee sought clarification regarding responsibility for lecturing; reference on page 3 indicates Griffith staff conduct lectures, whereas on page 9 it states Griffith is
responsible for “the majority of lecturing”. Professor Paul Cleveland advised Griffith staff will be conducting all lectures, with approximately 50% being sessional staff.

- The Committee also expressed concern that responsibility for recruiting local tutorial staff rests with the CUHK and requests that Griffith University has the opportunity to approve these appointments to ensure the tutors are appropriately qualified and experienced (reference the fourth bullet point which outlines responsibilities for CUHK in section 5.0).

- Concern was expressed about the significant workload on those staff teaching this program in Hong Kong; based on experience in the Griffith Business School significant work has been required to contextualise courses to incorporate local content.

- Further, concern was expressed regarding the limited opportunities for local staff employed in Hong Kong to have contact with Griffith staff who fly in for block intensive lectures and then return to Australia. This was an issue identified during the transnational program audit undertaken in 2007. The Committee recommends the Queensland College of Art (QCA) establishes communication strategies to overcome any such difficulties.

- The Committee also recommends the QCA investigates creating an adjunct position in Hong Kong for this program.

- Members discussed the need for rigorous quality assurance of off-shore learning and teaching initiatives such as this and urges the QCA to take the necessary action to ensure the quality of the program. The Chair undertook to provide information about best-practice initiatives for off-shore programs.

- In light of the many extra requirements that off-shore teaching of a program brings it was agreed to confirm with the Pro Vice Chancellor (Arts, Education and Law) that she is satisfied resources will be available to support this program.

- The Committee also requested the following amendments:
  - the Graduate Outcomes (ref p 2) be amended to contextualise outcomes for the Hong Kong market;
  - there is reference (p 3) to rigorous quality assurance processes, and the fourth bullet point states “…structure and content is equivalent to the program offered on-shore”, however the QCA is asked to advise how the program will be contextualised for local content;
  - information be provided for the Program Catalogue (ref p 6) regarding attendance requirements for students, particularly in light of block/intensive teaching.
  - a copy of the annual report on the conduct of the program be provided to the QCA; page 10 is to be amended accordingly.

12.3 The Program Convenor has revised the submission attached (2009/0007258) which has been approved by the Pro-Vice Chancellor (Arts, Education and Law), with the following caveats:

- not to proceed unless the minimum cohort of students enrol, and
- to review the program after 12 months.

Recommendation:

12.4 The Academic Committee, on the recommendation of the 4/2009 Programs Committee (June), is asked to approve:

a) the Full Program Proposal to establish the Bachelor of Design (BDes, 1343) be approved, as detailed in 2009/0007258, for introduction in semester 2, 2009 (September) in Hong Kong;

b) the program be reviewed after 12 months, and;

c) the program initially be approved for an accreditation period of 5 years to 2014, subject to the outcome of the 12 month review; the five-year program review is to be completed and forwarded to Programs Committee before the end of 2014.

For approval
13.0 HSV MAJOR CHANGE SUBMISSION (2009/0007261)
3049 GRADUATE CERTIFICATE IN DISABILITY STUDIES
5169 MASTER OF HUMAN SERVICES

13.1 The Academic Committee, on the recommendation of the 4/2009 Programs Committee (June), is asked to consider the attached proposal for the Graduate Certificate in Disability Studies (3049) and Master of Human Services (5169) [for the award major in Orientation and Mobility], as detailed in 2009/0007261, for implementation semester 2, 2009.

13.2 The School of Human Services proposes changes to the Graduate Certificate in Disability Studies (3049) and Master of Human Services (5169) to include:
- Articulation of the Graduate Certificate in Disability Studies with the Master of Human Services (Orientation and Mobility). Students who articulate will be eligible for 30CP credit towards the Master.
- Amendment of the admissions requirements for the Graduate Certificate in Disability Studies to enable applicants without tertiary or sub-tertiary qualifications but with minimum 2 years full-time professional experience in the disability, rehabilitation or related human services fields to gain entry to the Graduate Certificate in Disability Studies.
- Mid-year entry into the Graduate Certificate in Disability Studies.
- Changes to the semester of offer of courses within the Master of Human Services (Orientation and Mobility).
- Even year entry to the Master of Human Services (Orientation and Mobility) from 2010 (currently offered in odd years only).

Recommendation

13.3 The Academic Committee, on the recommendation of the 4/2009 Programs Committee (June), is asked to approve proposed changes to the Graduate Certificate in Disability Studies (3049) and Master of Human Services (5169), as detailed in 2009/0007261, for implementation semester 2, 2009.

For approval

14.0 HUM MAJOR CHANGE SUBMISSION (2009/0003011)
1253/1254 BACHELOR OF JOURNALISM

14.1 The Academic Committee, on the recommendation of the 4/2009 Programs Committee (June), is asked to consider the attached proposal for the Bachelor of Journalism, as detailed in 2009/0003011, for implementation in semester 1, 2010.

14.2 The School of Humanities proposes to:
- introduce a new 40CP specialisation in Islamic Studies to the Bachelor of Journalism; and
- add Individual Islamic Studies courses to some specialisations in the Bachelor of Journalism.

Recommendation:

14.3 The Academic Committee, on the recommendation of the 4/2009 Programs Committee (June), is asked to approve proposed changes to the Bachelor of Journalism (1253/1254), as detailed in 2009/0003011, for implementation in semester 1, 2010.

For approval
15.0 LAL MAJOR CHANGE SUBMISSION (2009/0003009)
1116 BACHELOR OF ARTS IN LANGUAGES AND APPLIED LINGUISTICS

15.1 The Academic Committee, on the recommendation of the 4/2009 Programs Committee (June), is asked to consider the attached proposal for the Bachelor of Arts in Language and Applied Linguistics (1116), as detailed in 2009/0003009, for implementation semester 2, 2009.

15.2 The School of Languages and Linguistics proposes to withdraw from offer Indonesian and Korean language courses as they will now only be offered at The University of Queensland (UQ) as part of the recently formed Language Alliance between Griffith University, UQ and Queensland University of Technology (QUT)

15.3 This Project is a result of a DEEWR initiative. Attached is a document outlining the key features of the Project. Steering Committees, with membership from each of the participating Universities, have been established to oversee implementation of the project.

15.4 All students currently enrolled in the Bachelor of Arts in Language and Applied Linguistics (1116) have been advised of the changes and will continue their language studies via cross institutional enrolment. Second and third year Korean language courses affected by this change will continue to be held at Griffith for semester 2 2009. From 2010 Griffith students will need to travel to the offering University for their classes.

Recommendation:

15.5 The Academic Committee, on the recommendation of the 4/2009 Programs Committee (June), is asked to approve proposed changes to the Bachelor of Arts in Language and Applied Linguistics (1116), as detailed in 2009/0003009, for implementation semester 2, 2009.

For approval

16.0 GBS MAJOR CHANGE SUBMISSION (2009/0004009)
1289 BACHELOR OF BUSINESS (HOTEL, TOURISM, EVENT, REAL ESTATE AND PROPERTY, SPORT)

16.1 The Academic Committee, on the recommendation of the 4/2009 Programs Committee (June), is asked to consider the attached proposal for the Bachelor of Business (Hotel, Tourism, Event, Real Estate and Property, Sport) (1289), as detailed in 2009/0004009, for implementation in semester 2, 2009.

16.2 The Griffith Business School proposes to add a 60CP minor in Recreation Management to this program offered at the Nathan campus. This minor will also be available to students completing other GBS undergraduate programs.

Recommendation:

16.3 The Academic Committee, on the recommendation of the 4/2009 Programs Committee (June), is asked to approve proposed changes to the Bachelor of Business (Hotel, Tourism, Event, Real Estate and Property, Sport) (1289), as detailed in 2009/0004009, for implementation semester 2, 2009.

For approval

17.0 GBS MAJOR CHANGE SUBMISSION (2009/0004017)
5158/5159 MASTER OF BUSINESS ADMINISTRATION
5162/5163 MASTER OF BUSINESS ADMINISTRATION (ADVANCED)

17.1 The Academic Committee, on the recommendation of the 4/2009 Programs Committee (June), is asked to consider the attached proposal for the Master of Business Administration
17.2 The Griffith Business School proposes to introduce to these programs a new 40CP specialisation in Sustainable Enterprise, using the same courses that make up the Graduate Certificate in Sustainable Enterprise (3244).

Recommendation:

17.3 The Academic Committee, on the recommendation of the 4/2009 Programs Committee (June), is asked to approve proposed changes to the Master of Business Administration (5158/5159) and the Master of Business Administration (Advanced) (5162/5163), as detailed in 2009/0004017, for implementation in semester 2, 2009.

For approval

18.0 ICT MAJOR CHANGE SUBMISSION (2009/0001267)

1046 BACHELOR OF MULTIMEDIA
1110 BACHELOR OF MULTIMEDIA
1236 BACHELOR OF INFORMATION TECHNOLOGY/BACHELOR OF MULTIMEDIA
1339 BACHELOR OF INFORMATION TECHNOLOGY/BACHELOR OF MULTIMEDIA

18.1 The Academic Committee, on the recommendation of the 4/2009 Programs Committee (June), is asked to consider the attached proposal for the Bachelor of Multimedia (1046/1110) and Bachelor of Information Technology/Bachelor of Multimedia (1236/1339), as detailed in 2009/0001267, for implementation semester 1, 2009.

18.2 The School of Information and Communication Technology proposes the following changes to these programs:
- Withdraw the Interaction and Compositing major and the Interaction and Compositing minor, as a result of the Griffith Film School withdrawing three out of the six courses required for this major. Continuing students in this major will be advised to transfer to the Film and TV Production major.
- Revise the structure of the Film and TV Production major to include those courses from the Interaction and Compositing major which have not been withdrawn by GFS.
- Increase the quota for the Film and TV Production major from 15 places to 30 places.
- Withdraw the Logan campus Management major and Management minor within the Bachelor of Multimedia (1046 and 1110). Continuing students will be able to complete the Management major or minor at the Gold Coast or Nathan campuses.

Recommendation

18.3 The Academic Committee, on the recommendation of the 4/2009 Programs Committee (June), is asked to approve proposed changes to the Bachelor of Multimedia (1046/1110) and Bachelor of Information Technology/Bachelor of Multimedia (1236/1339), as detailed in 2009/0001267, for implementation semester 1, 2009.

For approval

19.0 GBS MAJOR CHANGE SUBMISSION (2009/0004023)

1314 BACHELOR OF BUSINESS (HONG KONG)

19.1 The Academic Committee, on the recommendation of the 4/2009 Programs Committee (June), is asked to consider the attached proposal for the Bachelor of Business (Hong Kong) (1314), as detailed in 2009/0004023, for implementation in semester 2, 2009.

19.2 The Griffith Business School proposes to introduce a new Human Resource Management minor to the Bachelor of Business (Hong Kong) (1314). Students who have completed the
Associate Degree in a Business/Management related discipline will complete the Human Resource Management minor as well as the Management major.

Recommendation:

19.3 The Academic Committee, on the recommendation of the 4/2009 Programs Committee (June), is asked to approve proposed changes to the Bachelor of Business (1314), as detailed in 2009/0004023, for implementation semester 2, 2009.

For approval

20.0 ICT SPECIAL PURPOSE SUBMISSION (2009/0001258)
5523/5524 MASTER OF INFORMATION TECHNOLOGY (NA, GC)
5525/5526 MASTER OF INFORMATION TECHNOLOGY (INCLUDING PROFESSIONAL/HONOURS) (NA, GC)

20.1 The Academic Committee, on the recommendation of the 4/2009 Programs Committee (June), is asked to consider the attached proposal for the Master of Information Technology (5523 NA, 5524 GC) and Master of Information Technology (Including Professional/Honours) (5525 NA, 5526 GC), as detailed in 2009/0001258, for implementation semester 2, 2009.

20.2 In 2008 the School of Information and Communication Technology amalgamated its postgraduate IT program suite, which has become problematic with students required to comply with different entry rules. It is now proposed to reinstate the separate program offerings.
- 5523/5524 Master of Information Technology
- 5543/5544 Master of Information Technology Advanced Studies
- 5525/5526 Master of Information Technology Professional
- 5545/5546 Master of Information Technology with Honours

Recommendation

20.3 The Academic Committee, on the recommendation of the 4/2009 Programs Committee (June), is asked to approve proposed changes to the Master of Information Technology (5523/5524) and Master of Information Technology (Including Professional/Honours) (5525/5526), as detailed in 2009/0001258, for implementation semester 2, 2009.

For approval

21.0 ICT SPECIAL PURPOSE SUBMISSION (20009/0007259)
1250 BACHELOR OF INFORMATION TECHNOLOGY (BIT@WORK STRAND)

21.1 The Academic Committee, on the recommendation of the 4/2009 Programs Committee (June), is asked to consider the attached proposal for the Bachelor of Information Technology (BIT@Work Strand) (1250), as detailed in 2009/0007259, for implementation semester 1, 2010.

21.2 The School of Information and Communication Technology proposes, for the BiInfTech @ Work Strand, to
- stipulate that students who receive up to 20CP of credit towards this program in recognition of work undertaken within the IT industry cannot enrol in 3020ICT;
- require students who do not receive any credit, in recognition of work undertaken in the IT industry towards this program, to obtain permission from the Program Convenor to enrol in 3020ICT Industrial Affiliates Program.
Recommendaion

21.3 The Academic Committee, on the recommendation of the 4/2009 Programs Committee (June), is asked to approve proposed changes to the Bachelor of Information Technology (BIT@Work Strand) (1250), as detailed in 2009/0007259, for implementation semester 1, 2010.

For approval

22.0 ICT SPECIAL PURPOSE SUBMISSION (2009/0001271)
1236/1339 BACHELOR OF INFORMATION TECHNOLOGY/BACHELOR OF MULTIMEDIA

22.1 The Academic Committee, on the recommendation of the 4/2009 Programs Committee (June), is asked to consider the attached proposal for the Bachelor of Information Technology/Bachelor of Multimedia (1236/1339), for retrospective implementation from semester 1, 2008.

22.2 The School of Information and Communication Technology proposes to amend the degree requirements of the Bachelor of Multimedia component of the Bachelor of Information Technology/Bachelor of Multimedia (1236/1339) to be consistent with the stand alone Bachelor of Multimedia (1110/1146).

Recommendation

22.3 The Academic Committee, on the recommendation of the 4/2009 Programs Committee (June), is asked to approve proposed changes to the Bachelor of Information Technology/Bachelor of Multimedia (1236/1339), as detailed in 2009/0001271, for retrospective implementation from semester 1, 2008.

For approval

23.0 EBL SPECIAL PURPOSE SUBMISSION (2009/0003012)
3016 GRADUATE CERTIFICATE IN APPLIED LINGUISTICS

23.1 The Academic Committee, on the recommendation of the 4/2009 Programs Committee (June), is asked to consider the attached proposal for the Graduate Certificate in Applied Linguistics (3016), as detailed in 2009/0003012, for implementation semester 2, 2009.

23.2 The School of Education and Professional Studies (Brisbane, Logan) proposes to change the title of this program to Graduate Certificate in Teaching of English to Speakers of Other Languages (TESOL), aligning it with the Graduate Certificate TESOL (3025) offered at the Gold Coast campus.

Recommendation:

23.3 The Academic Committee, on the recommendation of the 4/2009 Programs Committee (June), is asked to approve proposed change to the Graduate Certificate in Teaching of English to Speakers of Other Languages (TESOL) (3016), as detailed in 2009/0003012, for implementation semester 2, 2009.

For approval

24.0 GBS SPECIAL PURPOSE SUBMISSION (2009/0004019)
5275 MASTER OF PUBLIC ADMINISTRATION

24.1 The Academic Committee, on the recommendation of the 4/2009 Programs Committee (June), is asked to consider the attached proposal for the Master of Public Administration (5275), as detailed in 2009/0004019, for implementation semester 2, 2009.
24.2 The Griffith Business School proposes the following change to the entry requirements:
- Hold a bachelors degree in any discipline from a recognised University (or another tertiary education institution of equivalent standing) with a minimum Grade Point Average of 4.0 (using a 7.0 scale);
Or
- Have at least three years relevant work experience in an Australian public service at the level of Queensland AO5 and above or equivalent.

Recommendation:

24.3 The Academic Committee, on the recommendation of the 4/2009 Programs Committee (June), is asked to approve proposed changes to the Master of Public Administration (3016), as detailed in 2009/0004019, for implementation semester 2, 2009.

For approval

25.0 DOH SPECIAL PURPOSE SUBMISSION (2009/0002527)
4136 GRADUATE DIPLOMA OF DENTISTRY

25.1 The Academic Committee, on the recommendation of the 4/2009 Programs Committee (June), is asked to consider the attached proposal for the Graduate Diploma of Dentistry, as detailed in 2009/0002527, for implementation in semester 1, 2010.

25.2 The School of Dentistry proposes to change the program catalogue entry to provide specific details on the three-week placement in a rural, remote and Indigenous community in Brewarrina, New South Wales which is completed during students' final year. These changes will allow prospective students to take into consideration the requirements for placement prior to enrolling in the program.

25.3 The cohort currently in the first year of the Graduate Diploma of Dentistry program will be advised of the 2010 requirements for the placement in Brewarrina in semester 1, 2009.

Recommendation:

25.4 The Academic Committee, on the recommendation of the 4/2009 Programs Committee (June), is asked to approve proposed changes to the Graduate Diploma of Dentistry (4136), as detailed in 2009/0002527, for implementation semester 1, 2010.

For approval

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

26.0 EXTERNAL REVIEW 12-MONTH PROGRESS REPORT – GRIFFITH INTERNATIONAL

26.1 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:

26.4 The Academic Committee is invited to offer feedback on the issues raised in the Review of Griffith International 12 Month Report (January 2009) (2009/0005792). The Academic Committee is asked to recommend the documentation to the University Council.

For approval

27.0 FOURTH YEAR REVIEW - AND AMALGAMATION OF TWO RESEARCH CENTRES INTO THE NEW ENVIRONMENTAL FUTURES CENTRE

27.1 As set down in the Research Centre Policy, the Research and Postgraduate Studies Committee is to conduct a review of each Research Centre in its fourth year of funding. The review will take into consideration the Centre’s strategic plan at the outset of the four-year period, the level of Centre performance over the previous three years as well as its strategic importance in achieving the goals of the Griffith Research Plan.

27.2 The Centre for Forestry and Horticulture Research and the Centre for Innovative Conservation Strategies were both due for their 4th year review in 2008. The two centres submitted a proposal to amalgamate. The rationale behind the merger is to focus the work of both environmental research centres into one Faculty centre. The review panel were supportive of the amalgamation.

27.3 A Centre proposal document has been endorsed by the Research and Postgraduate Studies Committee at its May 2009 meeting (4/2009).

Recommendation

27.4 The Academic Committee, on the recommendation of the 4/2009 Research and Postgraduate Studies Committee (May), is asked to approve the establishment of the Environmental Futures Centre as a Faculty Research Centre, for a term of three and a half years from 1 July 2009 to 31 December 2012.

For approval

28.0 GRIFFITH HONOURS COLLEGE POLICY

28.1 The Virtual Faculty for the Honours College has recommended a number of changes to the Griffith Honours College Policy as set out in the attached Griffith Honours College Policy (2009/0003254).

28.2 Key changes to the policy include:

- allowing continuing undergraduate students to be granted admission to the Honours College
- the criteria for continuing in the Honours College.

Recommendation:

28.3 The Academic Committee, on the recommendation of the 1/2009 Learning and Teaching Committee, on is asked to approve the revised Griffith Honours College Policy as described in (2009/0003254).

For approval

29.0 APPOINTMENT TO THE UNIVERSITY APPEALS COMMITTEE

29.1 The Academic Committee is asked to approve the appointment of Associate Professor Marie Cooke to the University Appeals Committee to the following membership category, commencing immediately up to 31 December 2009:

“An academic staff member appointed by the Academic Committee as a reserve member”.

For approval
30.0 PROGRAMS COMMITTEE ANNUAL REPORT - 2008

30.1 As a sub-committee of the Academic Committee, Programs Committee advises the Academic Committee on issues of educational policy or practices either on its own initiative or on referral from the Academic Committee or from a Group Pro Vice Chancellor, or a Dean.

30.2 Attached for the information of the Academic Committee is the 2008 Programs Committee Annual Report (2009/0007260) prepared by the Chair and Secretary of Programs Committee. This report details the functions, membership and activities of the Programs Committee over the previous 12 months.

For noting

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

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

31.1.1 Internationalisation Advisory Committee [2/2009]
31.1.2 Learning and Teaching Committee [2/2009]
31.1.3 Programs Committee [3/2009]

For noting

32.0 OTHER BUSINESS

33.0 2009 COMMITTEE MEETING DATES

33.1 The Academic Committee is asked to note the schedule for meetings for the remainder of 2009. Meetings are held from 1.30pm

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<thead>
<tr>
<th>Meeting Dates</th>
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<tbody>
<tr>
<td>Thursday 23 July</td>
<td>Business 2 Building N72_1.18</td>
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<td>Thursday 13 August*</td>
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<td>Thursday 17 September</td>
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* meeting will proceed only if urgent business requires
^ meeting will commence at 2.00pm

For noting