A meeting of the Academic Committee of the Griffith University Council was 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 and Room 1.04, The Chancellery (G34), Gold Coast campus.

MINUTES

PRESENT:
Chair – Professor Sue Spence
Professor Ian O’Connor
Dr Sarah Baker
Professor Paula Baron
Associate Professor Penny Bundy
Dr Mark Chappell
Associate Professor Jayne Clapton
Professor Frank Clarke
Professor Graham Cuskelly
Mr Dave Edwards
Professor Kay Ferres
Associate Professor Alex Forrest
Ms Kathy Grgic
Dr Maureen Harrington
Dr Debbie Heck
Dr Carmel Herington
Dr Robyn Hollander
Ms Julie Kennedy
Professor Kerri-Lee Krause
Professor Joe Lee
Mr Chris Madden
Professor Marilyn McMeniman
Ms Linda O’Brien
Professor Ned Pankhurst
Professor Michael Powell
Dr Janet Ransley
Professor Peter Roennfeldt
Dr Louis Sanzogni
Professor Parlo Singh
Professor Nerida Smith
Dr Peta Stevenson-Clarke
Associate Professor Stephen Stockwell
Associate Professor Clyde Wild
Professor Claire Wyatt-Smith

By Invitation:
Dr Calvin Smith

Observer:
Mr David Lloyd

Secretary – Ms Lea-Anne Stafford

1.0 CONFIRMATION OF MINUTES

1.1 The minutes of the 2/2009 meeting of the Academic Committee were taken as read and confirmed.
2.0 MEMBERSHIP

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

2.2 The Chair, on behalf of the Academic Committee expressed appreciation for the contribution of Mr Dave Edwards to the work of Committee during his term of office and wished him well as he leaves the University.

2.2.1 The Chair paid tribute to Mr Edwards’ significant contribution to the wider learning and teaching portfolio and his active participation in a broad range of decision-making forums during his time at Griffith.

2.3 The Chair, on behalf of the Academic Committee expressed appreciation for the contribution of Professor Peter Roennfeldt to the work of Committee during his term of office as Director of the Queensland Conservatorium.

2.3.1 The Chair acknowledged Professor Roennfeldt’s outstanding service to the Conservatorium since his appointment to this role in January 2004. Of particular note is his strong leadership contribution to the excellent national reputation of the Conservatorium in musical performance in the Western classical tradition and rapidly emerging reputation in other areas of musical practice and study.

SECTION A: RECOMMENDATIONS AND REPORTS TO COUNCIL

3.0 EXTERNAL REVIEW 12-MONTH PROGRESS REPORT – GRIFFITH INTERNATIONAL

3.1 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.


3.3 Academic Committee members had before them the Review of Griffith International 12 Month Report (January 2009), (2009/0005792). It was noted that Executive Group has endorsed this report (March 2009).

Resolution:


4.0 GRIFFITH GRANTS FOR LEARNING AND TEACHING GUIDELINES

4.1 The Academic Committee, on the recommendation of the 3/2009 Learning and Teaching Committee (June) considered the following:

- 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

4.2 These guidelines have been revised in view 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.

4.3 It was noted that the Learning and Teaching Committee recommended 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.

Resolution

4.4 The Academic Committee, on the recommendation of the 3/2009 Learning and
Teaching Committee, resolved to:

4.4.1 adopt revisions to the Griffith Grants for Learning and Teaching Guidelines
(2009/0005795); and,
4.4.2 recommend that the University Council approve the policy as a Learning and
Teaching policy for inclusion as such in the Approving Authorities for University

SECTION B: ACTION UNDER DELEGATED AUTHORITY

5.0 ENGLISH LANGUAGE ENHANCEMENT STRATEGY – POLICY CHANGES

5.1 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.

5.2 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 bachelors degree program
requirement.

5.3 A range of issues and questions were raised by Academic Committee at its April
meeting 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, however neither recommendation was
accepted due to insufficient responses.

5.4 Further revisions have been made to the policies as a result of feedback obtained via
the flying minute and the following documents were provided to members for their
consideration:
(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)

5.5 The Chair presented each of the three policies and associated schedules separately to
Committee members.
5.6 In considering the Admission Policy for Undergraduate Programs, members were informed that the revisions are designed to provide greater clarity and transparency around pathways of entry to undergraduate programs for both students and staff. The Committee determined that the proposed changes to the policy be approved, subject to a minor typographical amendment in section 3.5.1. This amendment has no effect on the content of the policy.

5.7 Members endorsed Schedule A: English Language Qualifications Accepted by Griffith University for Undergraduate and Postgraduate Admission as a clear description of what is currently being applied. The Chair informed members that Griffith International will track the pathways of entry to enable effective monitoring of progression and, in the longer term, this will provide information to facilitate awareness of international student support needs.

5.8 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, the Committee determined that it was appropriate to rescind this document.

5.9 The Committee determined that the proposed revisions to the Bachelors Degree Policy, be accepted subject to two amendments:

5.9.1 First, it was suggested that Section 3.2 be amended to make more explicit the requirement that students are normally required to complete the ELE course in their first year of enrolment at the University. Completing the ELE course in the first semester will enable students to gain the most benefit from the course.

5.9.2 Second, the Committee discussed a range of issues surrounding the availability of the ELE course to domestic students for whom English is not their first language. On the basis of feedback from staff that a proportion of such students could also benefit from the ELE course and to ensure equity of opportunity, the course is to be available to this cohort on approval from the Head of School, Languages and Linguistics or nominee. The Committee agreed that criteria be developed to facilitate this process.

5.10 The Committee determined that the proposed revisions to the Structure and Requirements of Degree Policy be accepted, but in order to improve clarity regarding the approval pathway set down in Section 11.1, members suggested changing the reference to “the Dean” to the “the relevant Dean”.

5.11 The Committee determined that the proposed Schedule 1: Requirement to Complete the English Language Enhancement Course, be accepted.

5.12 The Committee noted that additional support for international students is available through EnglishHELP. Members were encouraged to refer students to this program where they believe a student requires extra assistance with English language skills development.

5.13 A question was raised about the introduction of an ELE course for students at the postgraduate coursework and research higher degree levels. The Chair advised that a research project would be undertaken to evaluate the impact of the ELE course on undergraduate academic outcomes and English language skills. The benefits of the ELE course for undergraduate students would be considered before a decision would be made on an approach to support postgraduate coursework and research higher degree international students.

5.14 The Chair expressed her appreciation to staff in Academic Administration and to all Deans for their advice and work to date on changes to the relevant academic policies and program structures.
Resolution

5.15 The Academic Committee resolved to approve from Semester 1, 2010:
   (a) adoption of revisions to the Admission Policy for Undergraduate Programs
       (2009/0005785) subject to the typographical amendment identified in paragraph 4.6 above;
   (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).

5.16 The Academic Committee resolved to approve from Semester 1, 2010:
   (a) adoption of revisions to the Bachelors Degree Policy (2009/0005783 revised) subject to addressing the issues identified in paragraph 4.9 above;
   (b) adoption of the new Schedule 1: Requirement to Complete the English Language Enhancement Course (2009/0005784).

5.17 The Academic Committee resolved to approve from Semester 1, 2010:
   (a) adoption of revisions to the Structure and Requirements of Degrees Awarded by Griffith University (2009/0005782 revised), subject to the inclusion described in 4.10 above.

6.0 FOURTH YEAR REVIEW - CENTRE FOR ENVIRONMENTAL SYSTEMS RESEARCH

6.1 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.

6.2 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.

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

Resolution

6.4 The Academic Committee, on the recommendation of the 3/2009 Research and Postgraduate Studies Committee (April), resolved 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.

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

7.1 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.
7.2 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.

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

Resolution

7.4 The Academic Committee, on the recommendation of the 4/2009 Research and Postgraduate Studies Committee (May), resolved 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.

8.0 STUDENT ADMINISTRATION POLICY

8.1 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.

8.2 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.

8.3 A review of the revised procedures was conducted, as described in 2009/0005790, 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.

8.4 To address some of these concerns, the following changes to Section 7.1 of the Student Administration Policy are proposed (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.

Resolution

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

9.0 GRIFFITH HONOURS COLLEGE POLICY
9.1 The Virtual Faculty for the Honours College recommended a number of changes to the Griffith Honours College Policy as set out in the attached Griffith Honours College Policy (2009/0003254).

9.2 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.

Resolution

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

10.0 APPOINTMENT TO THE UNIVERSITY APPEALS COMMITTEE

Resolution:

10.1 The Academic Committee resolved 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”.

11.0 QCA NEW PROGRAM/ MAJOR CHANGE SUBMISSION 2009/0007258
1343 BACHELOR OF DESIGN (HONG KONG)

Resolution:

11.1 The Academic Committee, on the recommendation of the 4/2009 Programs Committee (June), resolved 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.

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

Resolution

12.1 The Academic Committee, on the recommendation of the 4/2009 Programs Committee (June), resolved 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.

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

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

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

Resolution:
14.1 The Academic Committee, on the recommendation of the 4/2009 Programs Committee (June), resolved 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.

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

Resolution:
15.1 The Academic Committee, on the recommendation of the 4/2009 Programs Committee (June), resolved 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.

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

Resolution:
16.1 The Academic Committee, on the recommendation of the 4/2009 Programs Committee (June), resolved 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 semester 2, 2009.

17.0 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

Resolution:
17.1 The Academic Committee, on the recommendation of the 4/2009 Programs Committee (June), resolved 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.

18.0 GBS MAJOR CHANGE SUBMISSION (2009/0004023)
1314 BACHELOR OF BUSINESS (HONG KONG)

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

19.0 ICT SPECIAL PURPOSE SUBMISSION (2009/0001258)
Resolution:

19.1 The Academic Committee, on the recommendation of the 4/2009 Programs Committee (June), resolved 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.

20.0 ICT SPECIAL PURPOSE SUBMISSION (2009/0007259)
1250 BACHELOR OF INFORMATION TECHNOLOGY (BIT@WORK STRAND)

Resolution:

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

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

Resolution:

21.1 The Academic Committee, on the recommendation of the 4/2009 Programs Committee (June), resolved 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.

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

Resolution:

22.1 The Academic Committee, on the recommendation of the 4/2009 Programs Committee (June), resolved 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.

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

Resolution:

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

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

Resolution:

24.1 The Academic Committee, on the recommendation of the 4/2009 Programs Committee (June), resolved to approve proposed changes to the Graduate Diploma of Dentistry (4136), as detailed in 2009/0002527, for implementation semester 1, 2010.
SECTION C: RECOMMENDATIONS AND REPORTS TO OTHER COMMITTEES

25.0 THE GRIFFITH GRADUATE STATEMENT

25.1 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.

25.2 The working party presented a range of documentation to the June meeting of the Learning and Teaching Committee at which time members endorsed the documents and recommended them to the Academic Committee for consideration.

25.3 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);

25.4 The existing Griffith Graduate statement as described in 2004/0285 was also included with the papers for the information of members.

25.5 Key elements of the revised Griffith Graduate Statement include three overarching facets of the Griffith Graduate identity which are strengthened and supported by five Griffith Graduate Attributes: Knowledgeable and skilled in their discipline; effective communicators, innovative and creative, with critical judgement; socially responsible and civically engaged; globally aware and inter-culturally competent citizens. The proposal contains 19 indicators of the range of enabling skills, knowledges and values underpinning the five attributes.

25.6 Dr Calvin Smith from the Griffith Institute for Higher Education spoke to the revised statement and informed members that revisions made to the Proposal for Revised Griffith Graduate Statement (2009/0005793) as a result of debate at the Learning and Teaching Committee have not yet been reflected in the Griffith Graduate statement.

25.7 There was much discussion and debate about the proposal, with members expressing concerns and comments on the following issues:

25.7.1 It was noted that the prominence of CEQ (Course Evaluation Questionnaire) outcomes to both students and employers has been a catalyst for the University's development of a range of strategies, one of which is the mapping of graduate attributes with the Generic Skills Scale and the Graduate Qualities Scale from the CEQ.

25.7.2 Members commented that clarity of language was crucial for the Griffith Statement and recommended the use of more consistent terminology, eg. “field of study” rather than “discipline”, and the use of more up-to-date language across the documents. It was suggested that clearer language would facilitate improved linkage between students’ curriculum experiences and the CEQ.

25.7.3 There was a suggestion that collaboration, leadership, and change agency skills could be included within the statement. It was noted, however that certain attributes do not easily lend themselves to evaluation.

25.7.4 Concern was expressed about potential workload implications for mapping the more detailed set of examples at the program and course levels and for staff to do so in a way that is both time-efficient and enables them to engage in meaningful reflection. It was noted that not all of the provided indicators are
relevant to all programs in the same way but rather they provide a guide to staff about the ways in which an attribute might be observed across the disciplines.

25.7.5 Discussion ensued about any links between the Griffith attributes to learning and teaching and assessment in programs. The Chair advised that at this stage, there is no intention to track demonstration of attributes through assessment evidence.

25.7.6 Members noted that while the Graduate Statement contains generic attributes relevant to all programs, the planned new electronic profile system would enable programs to set additional program-specific attributes or attributes that relate to professional accreditation by professional bodies.

25.8 Members were invited to provide any further comments and suggestions to the Working Party via Dr Calvin Smith.

Recommendation

25.9 The Academic Committee resolved to provide the above feedback to the Working Party for consideration and to ask that a revised Griffith Graduate statement be returned to a future meeting of the Academic Committee.

SECTION D: MATTERS NOTED, CONSIDERED OR REMAINING UNDER DISCUSSION

26.0 PROGRAMS COMMITTEE ANNUAL REPORT - 2008

26.1 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.

26.2 Academic Committee members noted 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.

27.0 VICE CHANCELLOR’S FORUM AND QUESTION TIME

27.1 The Vice Chancellor attended the meeting to speak to reports, update members on issues of importance and take questions, with or without notice.

27.2 At the commencement of his item, the Vice Chancellor paid tribute to Dave Edwards’ extraordinary commitment to University in a wide range of roles.

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

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.
- Establishment of equity and participation targets.
- Removal 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 (NLTPF) 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.
- Development of TEQSA and Ministerial Council links between the VET and Higher Education Sectors and a strengthening in the role of private providers is indicated.
- While a move to a form of compacts is indicated, further detail is yet to come.

The Vice Chancellor spoke of budget implications for the University and highlighted the major strategic issues for Griffith emerging out of the Government report.

A question was raised about the role of Logan campus in addressing equity and participation targets. The Vice Chancellor spoke of the opportunity for the University to think about different ways of admitting and offering our programs across all five campuses, not just Logan, including the development strategic external partnerships.

28.0 MATTERS ARISING FROM THE PREVIOUS MEETING

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

28.1.1 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 recalled that at the 23 April meeting, a progress report on the AUQA implementation plan (2009/0005761) endorsed by Executive Group (25 February 2009) and presented to members for their consideration.

28.1.2 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.

28.1.3 Members noted 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.
### Task Timeline Notes

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

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### 29.0 CHAIRPERSON’S REPORT

29.1 Members noted the following items on which the Chair reported:

a) **Review of the Amber Risk Assessment Strategy**;
   - Members were advised that a review is being coordinated by Academic Registrar.
   - A question was raised about the application of the Amber Risk Assessment in conjunction with processes already established in schools to support students at risk of losing their good academic standing. The Chair advised members to contact their Deans to ensure that there is no duplication of effort.
   - It was noted that the Acting Pro Vice Chancellor (Quality and Student Outcomes) is working with the Academic Registrar in relation to concerns about overlapping communication being sent to students. To ensure that the process is as streamlined as possible members are advised to contact their Dean or the Academic Registrar where such concerns come to light.

b) **ALTC National Teaching Fellowship and Grants success (attached)**
   - Members noted the successful ALTC National Teaching Fellowship and Grants success provided with the agenda.

c) **ARC Linkage Grant success (attached)**
   - Members noted the successful ARC Linkage Grants provided with the agenda.

d) **Blended Learning Advisors**
   - To assist with development of blended learning, it was noted that blended learning advisors would be appointed for each Group.

e) **AUQA Discussion Paper - Setting and Monitoring Academic Standards for Australian Higher Education (attached)**
   - Members noted that the Acting Pro Vice Chancellor (Quality and Student Outcomes) had developed Griffith’s response to this AUQA discussion paper with input from a range of University staff.
30.0 REPORTS OF SUB-COMMITTEES OF THE ACADEMIC COMMITTEE AND OTHER COMMITTEES

30.1 The Committee noted the minutes/action sheets of the following Committee:

30.1.1 Internationalisation Advisory Committee [2/2009]
30.1.2 Learning and Teaching Committee [2/2009]
30.1.3 Programs Committee [3/2009]

31.0 OTHER BUSINESS

32.0 2009 COMMITTEE MEETING DATES

32.1 The Academic Committee noted the schedule for meetings to be held at 1:30pm on the following Thursdays in 2009.

<table>
<thead>
<tr>
<th>Meeting Date</th>
<th>Allocated Venues</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Nathan</td>
</tr>
<tr>
<td>13 August*</td>
<td>Business 2 Building N72_1.18</td>
</tr>
<tr>
<td>17 September</td>
<td>Business 2 Building N72_1.18</td>
</tr>
<tr>
<td>15 October</td>
<td>Business 2 Building N72_1.18</td>
</tr>
<tr>
<td>12 November</td>
<td>Business 2 Building N72_1.18</td>
</tr>
<tr>
<td>10 December*</td>
<td>Business 2 Building N72_1.18</td>
</tr>
</tbody>
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* meeting will commence at 2.00pm
* meeting will proceed only if urgent business requires

Confirmed: .................................................................
(Chair)  Date: 13 August 2009