A meeting of the Academic Committee of the Griffith University Council will be held at 1:30pm on Thursday, 18 May 2006 in the Activities Centre, Gold Coast Campus (G07_Activities Centre).

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

**DISTRIBUTION LIST**

<table>
<thead>
<tr>
<th>Name</th>
<th>Term of Office</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 John Dewar</td>
<td>ex officio</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 Lesley Johnson</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>Pro Vice Chancellor (Community Partnerships) – Professor Max Standage</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 Janice Rickards</td>
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<td>Pro Vice Chancellor (International) – Mr Chris Madden</td>
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<td>Academic Registrar – Dr Lyn Holman</td>
<td>ex officio</td>
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<tr>
<td>Director, Griffith Institute for Higher Education – Professor Royce Sadler</td>
<td>ex officio</td>
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<tr>
<td>Deputy Chair of the Committee – Dr Joseph McDowall</td>
<td>Until July 2006</td>
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<tr>
<td>Mrs Sonya Betros (Secretary)</td>
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<td><strong>Council</strong></td>
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<td>Vacant</td>
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<td><strong>Deans</strong></td>
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<td>Professor Kay Ferres, Dean, Faculty of Arts</td>
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<td>Professor Neil Dempster, Dean, Faculty of Education</td>
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<td>Professor Rob McQueen, Dean, Griffith Law School</td>
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<tr>
<td>Professor Bill Shepherd, Dean (Academic), Griffith Business School</td>
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<td>Professor Liz Fulop, Dean (Research), Griffith Business School</td>
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<td>Professor Lorelle Frazer, Dean (Learning and Teaching), Griffith Business School</td>
<td>ex officio</td>
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<tr>
<td>Professor Debra Creedy, Dean (Academic), Griffith Health</td>
<td>ex officio</td>
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<tr>
<td>Associate Professor Nick Buys, Dean (Learning and Teaching), Griffith Health</td>
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<tr>
<td>Professor Yew-Chaye Loo, Dean, Faculty of Engineering and Information Technology</td>
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<td>Professor Lex Brown, Dean, Faculty of Environmental Sciences</td>
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<td>Professor Gillian Bushell, Dean, Faculty of Science</td>
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<td>Professor Joy Cumming, Dean, Graduate Studies</td>
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<td>Professor Peter Roennfeldt, Director, Queensland Conservatorium</td>
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<tr>
<td>Professor Mostyn Bramley-Moore, Director, Queensland College of Art</td>
<td>ex officio</td>
</tr>
</tbody>
</table>
Academic Staff Members

Mr Paul Jolly (Arts, Education and Law) Until 31 December 2006
Professor Saroja Selvanathan (Business) Until 31 December 2006
Dr Marion Mitchell (Health) Until 31 December 2006
Dr Mohan Thite (Business) Until 31 December 2006
Dr Stephen Thorpe (Arts, Education and Law) Until 31 December 2007
Associate Professor Paul Draper (Arts, Education and Law) Until 31 December 2007
Dr Karen Noble (Health) Until 31 December 2007
Dr Scott McCue (Science and Technology) Until 31 December 2007
Vacant (Business) Until 31 December 2007
Vacant (Health) Until 31 December 2007

Heads of Schools or Departments

Associate Professor Paul Bates (Science and Technology) Until 31 December 2006
Associate Professor Richard Wortley (Arts, Education and Law) Until 31 December 2006
Professor Michael Davidson (Business) Until 31 December 2006
Professor Nerida Smith (Health) Until 31 December 2006
Professor Parlo Singh (Arts, Education and Law) Until 31 December 2007
Vacant (Science and Technology) Until 31 December 2007
Vacant (Business) Until 31 December 2007
Vacant (Health) Until 31 December 2007

Postgraduate Students

Mr Guillermo Marti Noelle Until 31 December 2006
Ms Helen McAllister Until 31 December 2006

Undergraduate Students

Mr Brad Maher Until 31 December 2006
Ms Claire Ryan Until 31 December 2006
Ms Christine Junidar Until 31 December 2006
Ms Jodi Gardner Until 31 December 2006
Vacant Until 31 December 2006

Information Copies (without attachments unless otherwise stated)

Manager, Research Policy
Head of the Secretariat (attachments)
Program Accreditation Officer
Academic Services Officer – Arts, Education and Law
Academic Services Officer – Business
Academic Services Officer – Griffith Health
Academic Services Officer – Griffith Science and Technology
Program Information Officer
Council and Executive Support Officer
Director, Finance and Business Services
Senior Legal Officer
Chairperson, Student Representative Council (SRC)
President, Griffith University Postgraduate Student Association (GUPSA)
President, Gold Coast Student Guild
Director, Information Services
Director, Office of Facilities Management
Director, Office for Research
Director, External Relations
Director, Student Administration
Director, Quality, Planning and Statistics
Manager, Planning and Statistics
Manager, Research Higher Degrees
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 and Technology
Group Resource Manager, Griffith Health
Secretary, Griffith University Branch, NTEU

Other Copies:
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A meeting of the Academic Committee of the Griffith University Council will be held at 1:30pm on Thursday, 18 May 2006 in the Activities Centre, Gold Coast Campus (G07_Activities Centre).

Sonya Betros
Secretary

AGENDA

1.0 APOLOGIES

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

2.0 MEMBERSHIP

The Academic Committee would like to welcome the following new members:

Deans:
Professor Liz Fulop, Dean (Research), Griffith Business School
Professor Lorelle Frazer, Dean (Learning and Teaching), Griffith Business School
Associate Professor Nick Buys, Dean (Learning and Teaching), Griffith Health

For noting

3.0 CONFIRMATION OF MINUTES

The minutes of the Academic Committee's 1/2006 meeting have been circulated.

To be taken as read and confirmed.

4.0 VICE CHANCELLOR'S REPORT

The Vice Chancellor’s Report to the University Council meeting 2/2006 held on Tuesday, 2 May 2006 is attached.

For noting

5.0 CHAIRPERSON'S REPORT

The Chair will inform members of matters of importance that have arisen since the previous meeting including:

5.1 GRIFFITH GRANTS FOR LEARNING AND TEACHING

5.1.1 A Griffith Grants for Learning and Teaching Scheme for 2006 was established and promoted to university staff in November 2005, primarily to support innovative approaches to learning and teaching consistent with The Griffith Academic Plan 2 and also to identify candidates for the Carrick Institute’s proposed Grants scheme.

5.1.2 The Griffith Grants for Learning and Teaching Scheme (2005/0035269) has three foci:
- Institutional Grants – Strategic School/Program Grants (four grants at $100,000 each);
- Interdisciplinary/Disciplinary Grants – Prototype Grants (four grants at $50,000 each); and
- Individual Grants – Innovation Grants (eight grants at $10,000 each).

5.1.3 Applications for the grant’s scheme closed on Friday, 24 February 2006 and were ranked and endorsed by Faculty Boards for recommendation to the Learning and Teaching Committee at its 3/2006 meeting.

5.1.4 Successful applications for Strategic Grants and Signature Grants were selected at the Learning and Teaching Committee’s 3/2006 meeting as outlined in the attached document Griffith Grants for Learning and Teaching – Successful Applications (2006/0007034). The Chair executively approved the final list of successful applications for Individual Grants on receipt of rankings put forward by members. Successful Individual Grant applications are included in the summary document Griffith Grants for Learning and Teaching – Successful Applications (2006/0007034).

5.2 CARRICK INSTITUTE GRANTS AND AWARDS

5.2.1 In Semester 2 2005, the Carrick Institute released the paper Carrick Institute for Learning and Teaching in Higher Education Strategic Directions for 2006-2008 outlining the Strategic Commitments, Organisational and Communication Framework, and Strategic Priority Areas for 2006-2008. The document lists the five major funding priorities of the Institute for 2006-2008.

5.2.2 The Carrick Institute released the Leadership Program Guidelines and the document, Leadership for Excellence in Learning and Teaching Program (2005/0035293) late in 2005. Griffith forwarded one full application and one expression of interest for the Leadership Grants to the Institute by the deadline, Friday, 17 March 2006, as follows:

Full application –
National Disciplinary Workshops: Enhancing leadership in teaching and learning in history – Professor Wayne Hudson (Project Leader), $192,464.00

Expression of Interest
Leading for effective partnering in clinical contexts – Professor Debra Creedy, (Project Leader), $170,000.00

5.2.3 The Chair will report on the outcome of Griffith’s applications for Carrick Leadership Grants.

5.2.4 The Deputy Vice Chancellor (Academic) received two applications in the form of Expressions of Interest from staff for Carrick Competitive Grants as follows:

Enhancing student learning experiences through the design, development and implementation of a 360 degree curricula, program and student lived experience, CPASLE, feedback tool
Associate Professor Gayle Jennings, Department of Tourism, Leisure, Hotel and Sport Management, Griffith Business School, Griffith University, Gold Coast Campus
Partner Institution – University of Queensland

Identification, development, dissemination and embedding of good institutional practice in learning and teaching in Work Integrated Learning in Australian Universities
Carol Joy Patrick, Industrial Affiliates Program
Partner Institutions – Swinburne University, University of South Australia, University of Tasmania, University of Western Sydney, Curtin University, and through the IRUA, Flinders University, Latrobe University, Macquarie University, Murdoch University, University of Newcastle

5.2.5 The Chair will comment on the processes for developing University applications for Carrick Institute Grants.

5.3 CARRICK INSTITUTE CITATIONS AND AWARDS

5.3.1 In Semester 2 2005, the Carrick Institute released the paper Carrick Institute for Learning and Teaching in Higher Education Strategic Directions for 2006-2008 outlining the Strategic Commitments, Organisational and Communication Framework, and Strategic Priority Areas for 2006-2008.

5.3.2 The DEST paper, Our Universities: Backing Australia’s Future announced a significant enhancement of the Australian Awards for University Teaching (AAUT) to be implemented in 2006. Organisation and management of the awards shifted to the Carrick Institute this year, with a change of name from AAUT to the Carrick Awards for Australian University Teaching (CAAUT).

5.3.3 Griffith aims to submit ten Carrick Citation nominations on 15 May 2006, five Awards for Teaching Excellence, and four Awards for Programs that Enhance Learning applications on 14 July 2006.

5.4 ACADEMIC INTEGRITY ADVISORY GROUP

5.4.1 At the 1/2006 meeting of the Learning and Teaching Committee, the Chair noted that there is a need to review and systematise the University’s information about and management of academic integrity and associated issues including plagiarism, detection software, definitions, policies, information, and communication. The Learning and Teaching Committee considered the discussion paper, Academic Integrity: Minimising Plagiarism by Utilising Multiple Strategies (2006/0007002) and agreed to act on the recommendation in Point 2 (page 4) of the paper that:

the University makes use of a specialised academic advisory group (which may already exist, at least partly, in the form of some committee or working party) to provide definitions, models and advice on policy and procedures. This advisory group might consist of a representative from each Academic Group (4), a representative from GIHE (1), an IT specialist (1) and a representative from each of Academic Administration (1), Learning Services – Academic skills (1) and Griffith International (1).

The tasks may include studies of the patterns of plagiarism across disciplines, tracking of the implementation of preventative measures, advice on the legal, cultural and accountability issues encountered, monitoring of the effectiveness of professional development and awareness-raising strategies, and reporting to the wider University community on progress.

5.4.2 The Chair requested that Group Pro Vice Chancellors recommend one representative from each of their respective Groups for the Academic Integrity Advisory Group and would seek representatives from Griffith Institute for Higher Education, Flexible Learning and Access Services, Learning Services – Academic Skills, and Griffith International, and that the Deputy Vice Chancellor (Academic) will Chair this group.
5.4.3 The Chair will report on the composition and first meeting of the Academic Advisory Group.

5.5 DEVELOPMENTS: LEARNING AND TEACHING PERFORMANCE FUND

5.5.1 The Chair will report on the developments with respect to the national Learning and Teaching Performance Fund.

5.6 DEVELOPMENTS: BOLOGNA PROCESS

5.6.1 The Chair will report on the developments with respect to the Bologna process.

ORDERING OF THE AGENDA

At this point in the Agenda members may propose that any matter on the Agenda not included in Section I, be so included.

SECTION I: MATTERS FOR DEBATE AND DECISION

6.0 REVIEW OF DEGREE POLICIES

6.1 The Learning and Teaching Committee, at its 4/2005 meeting, on the recommendation of the Working Party to Review the Structures of the Honours and Coursework Degrees, considered revised policies as well as a discussion paper entitled, Reviewing the Structure of the Honours Degree and its Relationship with the Bachelors and Masters Degree (2005/0035305). The Learning and Teaching Committee resolved to recommend that the revised policies and discussion paper be forwarded to Faculty Boards for further consideration.

6.2 The suite of revised policies and supporting discussion paper were subsequently forwarded to Faculty Boards and Programs Committee in late 2005 requesting feedback by Monday, 20 March 2006. In most cases, feedback received has been incorporated into the revised policy documents. In general, Faculty Boards and Programs Committee supported the major direction of the changes and proposed minor changes to the policy documents. The changes have been made to the policies as a result of the consultation and further consideration by the Learning and Teaching Committee at its 4/2006 meeting.

6.3 The five policies attached are presented in final form (previously track changed). The highlighted sections reflect revisions as a result of the consultation with Faculties.

6.4 The Academic Committee, on the recommendation of the Learning and Teaching Committee at its 4/2006 meeting, is now asked to consider the policies, as detailed below, revised as a result of feedback received from Faculties:

6.4.1 Bachelors Honours Degree Policy (2006/0003788);

6.4.2 Structure and Requirements of Degrees Awarded by Griffith University (2006/0003783);

6.4.3 Bachelors Degree Policy (2006/0003789);

6.4.4 Policy for the Award of Masters Degrees other than the Master of Philosophy (2006/0003790); and

6.4.5 Role of the Honours Convenor (2006/0003780).
Recommendation:

6.5 The Academic Committee is asked to approve the policies as detailed under point 6.4.

For discussion

7.0 DEFINITION OF WORK INTEGRATED LEARNING (WIL)

7.1 During 2005, the Learning and Teaching Committee convened a small working group to further develop the definition and targets for Work Integrated Learning (WIL) for inclusion in Academic Plan 2.

7.2 The Academic Committee, on the recommendation of the Learning and Teaching Committee at its 3/2006 meeting, is asked to consider the attached definition, which describes WIL (2006/0002262), and specifies how the University gives expression to the strategic target that '70% of all Griffith programs include a work integrated learning component by 2010'.

7.3 The Chair will introduce this item.

Recommendation:

7.4 The Academic Committee is asked to approve the definition of Work Integrated Learning, as detailed in 2006/0002262, for inclusion in Academic Plan 2.

For discussion

8.0 COURSE OUTLINE PROJECT – FINAL REPORT AND EXTENSIONS TO THE SYSTEM

8.1 The Academic Committee adopted a new Course Outline process in November 2004 for implementation with trial Schools/Departments in Semester 1 2005. The Course Outline Requirements policy (2005/0025004) directs Course Convenors to prepare Course Outlines for Semester 1 2006 using the Course Outline template, for publication on the Course Outlines web site by the first week in February 2006.

8.2 The new Course Outline process for 2006, as detailed in the Course Outline Requirements policy (approved by the Academic Committee in September 2004), required Course Convenors to prepare Course Outlines using the Course Outline template, for publication via the Course Outline System by the following dates:

- First week of February for Semester 1 course offerings;
- Week 15 of Semester 1 for Semester 2 course offerings; and
- Week 15 of Semester 2 for Semester 3 course offerings.

8.3 Semester 1 2006 has now commenced and the Course Outline Project is transitioning out of project phase. The implementation outcome for Semester 1 2006 is summarised in the Course Outline Project: End of Project Report (2006/0007028).

8.4 The Deputy Vice Chancellor (Academic) advised that the Course Outline System would include the facility for identification of courses which are Aboriginal and Torres Strait Islander (ATSI) focussed (curriculum content designed as a stand-alone course and addresses ATSI issues/knowledges as primary focus), or ATSI specific (curriculum content embedded in a course within a broad subject or topic, eg Native Title as part of Property Law context), and requested that an extension to the Course Outline System to capture this content in courses be developed.
8.5 Attached is a communication plan, Capturing Research-Based Learning and Aboriginal and Torres Strait Islander Content Status for Courses (2006/0007027) proposing a range of communications aimed at familiarising staff with the new Research-Based Learning Definition and ATSI course attributes and advising of action required to capture this information via the Course Outline System. The communication plan’s timelines will need to be revisited in light of the time taken to finalise the relevant policies.

8.6 The Chair will introduce this item.

Recommendation:

8.7 The Academic Committee is asked to approve the Course Outline Project: End of Project Report (2006/0007028) and the extensions to the Course Outline System, Capturing Research-Based Learning and Aboriginal and Torres Strait Islander Content Status for Courses (2006/0007027).

For discussion

9.0 ROLE OF THE COURSE CONVENOR

9.1 Academic staff, in implementing the new Course Outline System, have drawn to the attention of the Deputy Vice Chancellor (Academic) a potential confusion about the extent to which information about assessment should be included when completing the Course Outline template, in order to comply with University policy on what is required in terms of communication about the criteria to be attached to all assessment items and to the description of standards.

9.2 The complaint relates to an inconsistency in the Role of the Course Convenor statement (2005/0000479) which states:

 ensuring that students have access to the Course Outline, by the publication dates specified in the Course Outline Requirements policy, which states the assessment requirements for the course, including due dates of assessment, the criteria against which individual assessment items are judged and the way in which the assessment of individual assessment items are combined to give an overall grade

and that this is at odds with the instructional text within the Assessment Details subsection in the Course Outline template, which advises Course Convenors:

Convenors are required to provide brief descriptive information on the assessment for the course and may include assessment rationale, assessment strategy, particulars of each assessment item, including item length or scope, marking criteria information etc. It is not expected that every convenor will provide detailed information on assessment for the course in the Course Outline. However, convenors are required to provide clear information to students on how, where and when detailed information will be provided (eg posted on Learning@Griffith in Week 1).

9.3 This confusion may be resolved by a new version of the Role of Course Convenor (2006/0003787), which includes a reminder to Course Convenors that more detailed information about assessment is to be provided to students via Learning@Griffith as per the instructions on the existing Griffith Course Outline template.

Recommendation:

9.4 The Academic Committee is asked to approve the Role of Course Convenor (2006/0003787).
For discussion

SECTION II: MATTERS REQUIRING RATIFICATION OF EXECUTIVE ACTION

10.0 DEFINITION OF ABORIGINAL AND TORRES STRAIT ISLANDER COURSE CONTENT

10.1 The Academic Committee is asked to ratify the Chair’s executive action in approving the Definition of Aboriginal and Torres Strait Islander Course Content, as detailed in 2006/0003791.

10.2 The Teaching and Learning Excellence Committee established the Inclusive Practices in the Curriculum – Indigenous Australian Studies Working Party at its 5/2003 meeting, to recommend strategies to promote the engagement of Aboriginal and Torres Strait Islander (ATSI) students and the ATSI community, as well as engage the wider community in ATSI issues.

10.3 The 3/2005 meeting of the Learning and Teaching Committee considered the Working Party's Final Report, June 2005, Aboriginal and Torres Strait Islander Knowledges at Griffith, as detailed in 2005/0007564, and recommended the report to the Academic Committee for approval at its 6/2005 meeting.

10.4 A definition of the courses which are ATSI focussed (curriculum content designed as a stand alone course and addresses ATSI issues/knowledges as primary focus), or ATSI specific (curriculum content embedded in a course within a broad subject or topic, eg Native Title as part of Property Law context) is attached (2006/0003791).

Recommendation:

10.5 The Academic Committee is asked to ratify the Chair’s executive action in approving the Definition of Aboriginal and Torres Strait Islander Course Content, as detailed in 2006/0003791.

For ratification

11.0 APPOINTMENTS TO UNIVERSITY COMMITTEES

11.1 The Academic Committee is asked to ratify the Chair’s executive action in approving the following appointments to University committees as described below.

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<tr>
<th>Committee</th>
<th>Category</th>
<th>Term of Office</th>
<th>Person/s Nominated</th>
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<tbody>
<tr>
<td>Learning and Teaching Committee</td>
<td>One Dean from each Group, appointed by the relevant Group Pro Vice Chancellor</td>
<td>Two years, up to, but not including, the first ordinary meeting of the Academic Committee in February 2008</td>
<td>Professor Lorelle Frazer, Dean, Learning and Teaching (Griffith Business School)</td>
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<tr>
<td>Learning and Teaching Committee</td>
<td>Eight full-time academic staff members of the University, appointed by the Group Pro Vice Chancellors. Two members shall be from each Group (including the Chairs of the Learning and Teaching Committee’s sub-committees)</td>
<td>One year, up to, but not including, the first ordinary meeting of the Academic Committee in February 2007</td>
<td>Dr Joo-Gim Heaney (Griffith Business School)</td>
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For ratification

### SECTION III: MATTERS FOR NOTING AND WHERE APPROPRIATE, ACCEPTANCE OF RECOMMENDATIONS – COMMITTEE CONSTITUTIONS, POLICIES, AND PROGRAM SUBMISSIONS

#### Table of Contents: Committee Constitutions, Faculty Review Progress Report, and Program Submissions For Resolution

##### COMMITTEE CONSTITUTIONS
- Item 12.0 New Group/Faculty Learning and Teaching Committee Constitutions

##### POLICIES
- Item 13.0 Faculty Review Progress Report – Queensland College of Art

##### PROGRAM WITHDRAWALS
- Item 14.0 EPS 1070 Bachelor of Arts in Psychology/Bachelor of Education – Primary
- Item 15.0 PES 1173 Bachelor of Exercise Science/Bachelor of Education
- Item 16.0 AVN 3121 Certificate in Aerospace Medicine
- Item 17.0 ART 1015 Bachelor of Creative Arts
- Item 18.0 CTL 3126 Graduate Certificate in Small Schools Leadership
- Item 19.0 LAL 3162 Graduate Certificate in Introductory Indonesian (External)
- Item 20.0 LAL 4063 Graduate Diploma of Chinese Language
- Item 21.0 AMC 3040 Graduate Certificate in Digital Publishing

##### NEW ACADEMIC PLANS
- Item 22.0 CTL 5120 Master of Teaching – Secondary

##### PROGRAM CHANGES AND SUBMISSIONS
Table of Contents: Committee Constitutions, Faculty Review Progress Report, and Program Submissions For Resolution

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<td>24.0</td>
<td>MED 5239 Master of Legal Medicine</td>
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<td>25.0</td>
<td>ICT 1045 Bachelor of Science/Bachelor of Information Technology</td>
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<tr>
<td>26.0</td>
<td>PHM 1242 Bachelor of Pharmaceutical Science</td>
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<tr>
<td>27.0</td>
<td>5423 Master of Pharmacy</td>
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12.0 NEW GROUP/FACULTY LEARNING AND TEACHING COMMITTEE CONSTITUTIONS

12.1 At its December 2005 meeting, Council approved the recommendations outlined in the paper “Group structures and accountabilities of senior academic managers at Griffith University”.

12.2 In approving the framework for Group structures, Council noted that each Group would be required to adopt one of two alternative structures – the single Faculty Group or the multi-Faculty Group. Within each structure, there would be clear and consistent roles and accountabilities for all senior managers, with standard position descriptions for each position.

12.3 At its March 2006 meeting, Council approved position descriptions for senior managers, as listed below:

- Group Pro Vice Chancellor;
- Dean (Academic) in a single Faculty Group;
- Dean (Research) in a single Faculty Group;
- Dean (Learning and Teaching) in a single Faculty Group;
- Dean of Faculty in a multi-Faculty Group;
- Research Centre Director; and
- Head of School/Department.

12.4 A review has been undertaken of the constitutions of University committees to take account of these new/revised positions and to update membership provisions where necessary.

12.5 Under the new framework for Group structures, it is also necessary to establish Group/Faculty Learning and Teaching Committees. Attached for the consideration of the Academic Committee are the following committee constitutions:

- Group Learning and Teaching Committee (for single Faculty Groups) (2006/0007029); and
- Faculty Learning and Teaching Committee (for multi-Faculty Groups) (2006/0007030).

Recommendation:

12.6 The Academic Committee is asked to approve the new Group/Faculty Learning and Teaching Committee constitutions, as detailed under point 12.5.

For approval

13.0 FACULTY REVIEW PROGRESS REPORT – QUEENSLAND COLLEGE OF ART

13.1 The purpose of Faculty 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.

13.2 The Queensland College of Art was reviewed during October 2004. The Report of the Committee Reviewing Griffith University: Queensland College of Art, 12-14 October 2004 (2005/0000323) was considered at the 1/2005 meeting of the Academic Committee and is attached for members’ information.

13.4 The Chair will introduce this item.

**Recommendation:**

13.5 The Academic Committee is invited to offer feedback on the issues raised in the *Queensland College of Art, Faculty Review 2004, Action on Recommendations* (12 Month Progress Report) (2006/0003784) and the 6/2006 minute extract from Executive Group (2006/0003785). The Academic Committee is asked to recommend the documentation to the University Council.

**For approval**

14.0 **EPS PROGRAM WITHDRAWAL (2006/0002005)**

1070 BACHELOR OF ARTS IN PSYCHOLOGY/BACHELOR OF EDUCATION – PRIMARY

14.1 The Academic Committee, on the executive recommendation of the Programs Committee, is asked to consider the attached submission proposing to withdraw the 1070 Bachelor of Arts in Psychology/Bachelor of Education – Primary, as detailed in 2006/0002005, from Semester 1 2007.

14.2 At its 1/2005 meeting, the Programs Committee considered a submission proposing changes to the structure of the Bachelor of Arts in Psychology/Bachelor of Education. At that time the Programs Committee expressed serious concerns about the proposed revised structure, and as a result the proposal did not proceed. After extensive consultation it is now recommended that this program be withdrawn. Future students will be advised to undertake the Bachelor of Arts in Psychology and then apply for entry to complete the Bachelor of Education – Primary (Graduate Entry) program.

**Recommendation:**

14.3 The Academic Committee, on the executive recommendation of the Programs Committee, is asked to approve the withdrawal of the 1070 Bachelor of Arts in Psychology/Bachelor of Education – Primary, as detailed in 2006/0002005, from Semester 1 2007.

**For approval**

15.0 **PES PROGRAM WITHDRAWAL (2006/0002006)**

1173 BACHELOR OF EXERCISE SCIENCE/BACHELOR OF EDUCATION

15.1 The Academic Committee, on the executive recommendation of the Programs Committee, is asked to consider the attached submission proposing to withdraw the 1173 Bachelor of Exercise Science/Bachelor of Education, as detailed in 2006/0002006, from Semester 1 2007.

15.2 In 2005, discussions were undertaken by the Schools of Physiotherapy and Exercise Science and Education and Professional Studies concerning the viability of continuing the 1173 Bachelor of Exercise Science/Bachelor of Education (a five-year program) in light of the introduction in 2006 of a new one year Graduate Diploma of Education Secondary (Pre-Service). It was agreed at both the Faculty of Education and Health Boards not to offer the program in 2006 pending further investigations and negotiations being undertaken about the viability of the program.
15.3 After extensive consultation, it is now recommended that this program be withdrawn. With the introduction of the one year Graduate Diploma of Education – Secondary (Pre-Service) program it would be logical to withdraw the Bachelor of Exercise Science/Bachelor of Education program from offer. Students could complete the single degree of Bachelor of Exercise Science in three years and then apply for entry into the one year pre-service program.

Recommendation:

15.4 The Academic Committee, on the executive recommendation of the Programs Committee, is asked to approve the withdrawal of the 1173 Bachelor of Exercise Science/Bachelor of Education, as detailed in 2006/0002006, from Semester 1 2007.

For approval

16.0 AVN PROGRAM WITHDRAWAL (2006/0002514)
3121 CERTIFICATE IN AEROSPACE MEDICINE
3111 GRADUATE CERTIFICATE IN AEROSPACE MEDICINE
5335 MASTER OF AEROSPACE MEDICINE
5334 MASTER OF AEROSPACE MEDICINE WITH HONOURS

16.1 The Academic Committee, on the recommendation of the Programs Committee at its 2/2006 meeting, is asked to consider the attached submission proposing to withdraw the 3121 Certificate in Aerospace Medicine, 3111 Graduate Certificate in Aerospace Medicine, 5335 Master of Aerospace Medicine, and the 5334 Master of Aerospace Medicine with Honours, as detailed in 2006/0002514, from Semester 1 2006.

16.2 These programs were taught mainly by sessional staff who were experts in the medical/aerospace medicine field, with each sessional staff member required to deliver one lecture in the series of thirteen per course. This came at a huge cost to the School. In addition, enrolments in all programs were less than ten for each semester.

Recommendation:

16.3 The Academic Committee, on the recommendation of the Programs Committee at its 2/2006 meeting, is asked to approve the withdrawal of the 3121 Certificate in Aerospace Medicine, 3111 Graduate Certificate in Aerospace Medicine, 5335 Master of Aerospace Medicine, and the 5334 Master of Aerospace Medicine with Honours, as detailed in 2006/0002514, from Semester 1 2006.

For approval

17.0 ART PROGRAM WITHDRAWAL (2006/0002032)
1015 BACHELOR OF CREATIVE ARTS

17.1 The Academic Committee, on the recommendation of the Programs Committee at its 2/2006 meeting, is asked to consider the attached submission proposing to withdraw the 1015 Bachelor of Creative Arts, as detailed in 2006/0002032, from Semester 1 2007.

17.2 The introduction of the Bachelor of Popular Music and the Bachelor of Visual Media on the Gold Coast Campus has seen a relative decrease in demand for the Bachelor of Creative Arts. Subsequently, student numbers in the program have been decreasing and the OPs of students applying for entry have been poorer. In this position, the School of Arts recommends that the Bachelor of Creative Arts be withdrawn so the School can concentrate on refocussing energies into the Bachelor of Arts and Bachelor of Communication’s constituent majors: creative writing; theatre; popular music;
contemporary arts (electronic and performance); digital video; digital writing; and creative industry studies.

Recommendation:

17.3 The Academic Committee, on the recommendation of the Programs Committee at its 2/2006 meeting, is asked to approve the withdrawal of the 1015 Bachelor of Creative Arts, as detailed in 2006/0002032, from Semester 1 2007.

For approval

18.0 CTL PROGRAM WITHDRAWAL (2006/0002027)
3126 GRADUATE CERTIFICATE IN SMALL SCHOOLS LEADERSHIP

18.1 The Academic Committee, on the recommendation of the Programs Committee at its 2/2006 meeting, is asked to consider the attached submission proposing to withdraw the 3126 Graduate Certificate in Small Schools Leadership, as detailed in 2006/0002027, from Semester 1 2007.

18.2 This program is proposed for withdrawal as over the past years it has had extremely low enrolments.

Recommendation:

18.3 The Academic Committee, on the recommendation of the Programs Committee at its 2/2006 meeting, is asked to approve the withdrawal of the 3126 Graduate Certificate in Small Schools Leadership, as detailed in 2006/0002027, from Semester 1 2007.

For approval

19.0 LAL PROGRAM WITHDRAWAL (2006/0002017)
3162 GRADUATE CERTIFICATE IN INTRODUCTORY INDONESIAN (EXTERNAL)
3163 GRADUATE CERTIFICATE IN INTERMEDIATE INDONESIAN (EXTERNAL)
3164 GRADUATE CERTIFICATE IN KOREAN LANGUAGE (EXTERNAL)
4068 GRADUATE DIPLOMA OF INDONESIAN LANGUAGE (EXTERNAL)

19.1 The Academic Committee, on the recommendation of the Programs Committee at its 2/2006 meeting, is asked to consider the attached submission proposing to withdraw the 3162 Graduate Certificate in Introductory Indonesian (External), 3163 Graduate Certificate in Intermediate Indonesian (External), 3164 Graduate Certificate in Korean Language (External), and the 4068 Graduate Diploma of Indonesian Language (External), as detailed in 2006/0002017, from Semester 1 2007.

19.2 These programs are proposed for withdrawal as continuing low and at times no enrolments make them unsustainable.

Recommendation:

19.3 The Academic Committee, on the recommendation of the Programs Committee at its 2/2006 meeting, is asked to approve the withdrawal of the 3162 Graduate Certificate in Introductory Indonesian (External), 3163 Graduate Certificate in Intermediate Indonesian (External), 3164 Graduate Certificate in Korean Language (External), and the 4068 Graduate Diploma of Indonesian Language (External), as detailed in 2006/0002017, from Semester 1 2007.

For approval

20.0 LAL PROGRAM WITHDRAWAL (2006/0002031)
4063 GRADUATE DIPLOMA OF CHINESE LANGUAGE
4064 GRADUATE DIPLOMA OF INDONESIAN LANGUAGE
4065 GRADUATE DIPLOMA OF JAPANESE LANGUAGE
4066 GRADUATE DIPLOMA OF KOREAN LANGUAGE

20.1 The Academic Committee, on the recommendation of the Programs Committee at its 2/2006 meeting, is asked to consider the attached submission proposing to withdraw the 4063 Graduate Diploma of Chinese Language, 4064 Graduate Diploma of Indonesian Language, 4065 Graduate Diploma of Japanese Language, and the 4066 Graduate Diploma of Korean Language, as detailed in 2006/0002031, from Semester 1 2007.

20.2 Concurrent Graduate Diploma programs in Chinese, Indonesian, Japanese, and Korean language exist and draw on existing undergraduate language courses, which will continue to be offered. Any existing students will therefore not be affected by the withdrawal of these programs.

Recommendation:

20.3 The Academic Committee, on the recommendation of the Programs Committee at its 2/2006 meeting, is asked to approve the withdrawal of the 4063 Graduate Diploma of Chinese Language, 4064 Graduate Diploma of Indonesian Language, 4065 Graduate Diploma of Japanese Language, and the 4066 Graduate Diploma of Korean Language, as detailed in 2006/0002031, from Semester 1 2007.

For approval

21.0 AMC PROGRAM WITHDRAWAL (2006/0002021)

3040 GRADUATE CERTIFICATE IN DIGITAL PUBLISHING
4050 GRADUATE DIPLOMA OF DIGITAL PUBLISHING
5357 MASTER OF ARTS IN DIGITAL PUBLISHING
5358 MASTER OF ARTS IN DIGITAL PUBLISHING WITH HONOURS

21.1 The Academic Committee, on the recommendation of the Programs Committee at its 2/2006 meeting, is asked to consider the attached submission proposing to withdraw the 3040 Graduate Certificate in Digital Publishing, 4050 Graduate Diploma of Digital Publishing, 5357 Master of Arts in Digital Publishing, and the 5358 Master of Arts in Digital Publishing with Honours, as detailed in 2006/0002021, from Semester 1 2007.

21.2 The Master of Digital Publishing was first offered in 2002 by the former School of Film, Media and Cultural Studies, building on the Graduate Certificate and Diploma in Publishing and Editing initially offered in 1997. The aim of the program was to increase the opportunities for, and the range of, formal skills training in both digital and conventional modes of publishing and editing provided for students. The School of Arts, Media and Culture continued to host the program after the Griffith Film School came into existence, although the majority of courses offered were from the Griffith Film School. Enrolment in this program has been small and in line with the Academic Plan initiatives to reduce the number of postgraduate programs with low intakes, it is proposed to withdraw the program group.

Recommendation:

21.3 The Academic Committee, on the recommendation of the Programs Committee at its 2/2006 meeting, is asked to approve the withdrawal of the 3040 Graduate Certificate in Digital Publishing, 4050 Graduate Diploma of Digital Publishing, 5357 Master of Arts in Digital Publishing, and the 5358 Master of Arts in Digital Publishing with Honours, as detailed in 2006/0002021, from Semester 1 2007.
For approval

22.0 CTL NEW ACADEMIC PLAN (2006/0003514)  
5120 MASTER OF TEACHING – SECONDARY

22.1 The Academic Committee, on the executive recommendation of the Programs Committee, is asked to consider the attached submission proposing new academic plans in the 5120 Master of Teaching – Secondary, as detailed in 2006/0003514, from Semester 1 2006.

22.2 The Faculty of Education proposes to introduce four new academic plans in the 5120 Master of Teaching – Secondary, as follows:

- Instrumental Music;
- Business Education;
- Legal Studies; and
- Film and Media Studies.

22.3 The Master of Teaching – Secondary is offered to international students only and these academic plans will enhance and complement the existing plans that are available in the program. These are existing plans available in the Graduate Diploma of Education Secondary (Pre-Service). Adding these plans to the Masters program will considerably enhance the University’s options to make offers to potential Master of Teaching – Secondary students.

Recommendation:

22.4 The Academic Committee, on the executive recommendation of the Programs Committee, is asked to approve the submission proposing new academic plans in the 5120 Master of Teaching – Secondary, as detailed in 2006/0003514, from Semester 1 2006.

For approval

23.0 GBS SPECIAL PURPOSE SUBMISSION (2006/0007270)  
5448/5449 MASTER OF BUSINESS ADMINISTRATION (PRACTICUM)

23.1 The Academic Committee, on the executive recommendation of the Programs Committee, is asked to consider the attached Special Purpose Submission affecting the 5448/5449 Master of Business Administration (Practicum), as detailed in 2006/0007270, for implementation in Semester 1 2006.

23.2 In October 2005, the Programs Committee approved changes to the Master of Business Administration (MBA) (Practicum), (2005/0037326), to include a clause specific to the rules of the MBA (Practicum) program, regarding a students’ eligibility to participate in the Workplace Integrated Learning component of the program. It has now been identified that the clause has not been written as intended and critical words have been left out which can significantly deflect from the intention of the rule.

23.3 It is proposed that the wording be changed as follows:

To be eligible to participate in the Workplace Integrated Learning component of the MBA (Practicum), students must attain an accumulative GPA of 4.0 over the first 80CP of coursework undertaken in Block 1 and Block 2 of the program. Students who do not meet this requirement may (at the discretion of the Dean) be awarded an exit qualification.

Recommendation:
23.4 The Academic Committee, on the executive recommendation of the Programs Committee, is asked to approve the Special Purpose Submission affecting the 5448/5449 Master of Business Administration (Practicum), as detailed in 2006/0007270, for implementation in Semester 1 2006.

**For approval**

24.0 **MED MAJOR CHANGE SUBMISSION (2006/0003014) 5239 MASTER OF LEGAL MEDICINE**

24.1 The Academic Committee, on the executive recommendation of the Programs Committee, is asked to consider the attached Major Change Submission affecting the 5239 Master of Legal Medicine, as detailed in 2006/0003014, for implementation in Semester 2 2006.

24.2 It is proposed to change the mode of offer of the Master of Legal Medicine from on campus, intensive mode for all courses, to external online for eight of the courses, and on campus, intensive mode for one course only. The only course proposed to be conducted in on campus, intensive mode is 7005MED Health Care Litigation. This course involves moot court experience and attendance in person is therefore a necessity.

24.3 This change caters for existing and prospective students who find it difficult to attend on campus as they are working full-time as health professionals. Eleven of the current thirteen students reside interstate. International students have been able to undertake this program as long as they are not in Australia on a student visa; this will not change.

**Recommendation:**

24.4 The Academic Committee, on the executive recommendation of the Programs Committee, is asked to approve the Major Change Submission affecting the 5239 Master of Legal Medicine, as detailed in 2006/0003014, for implementation in Semester 2 2006.

**For approval**

25.0 **ICT SPECIAL PURPOSE SUBMISSION (2006/0003513) 1045 BACHELOR OF SCIENCE/BACHELOR OF INFORMATION TECHNOLOGY**

25.1 The Academic Committee, on the executive recommendation of the Programs Committee, is asked to consider the attached Special Purpose Submission affecting the 1045 Bachelor of Science/Bachelor of Information Technology, as detailed in 2006/0003513, for implementation in Semester 1 2006.

25.2 Due to the changes approved to the structure of the Bachelor of Information Technology in 2005 and the removal of majors within that degree, the Bachelor of Science/Bachelor of Information Technology is to be modified accordingly. Changes include:

- withdrawal of majors from the Bachelor of Information Technology;
- withdrawal of 2501ICT Programming III as a core course and the introduction of 2002ICT Database Design in its place; and
- adding the Medicinal Chemistry major to the list of Bachelor of Science majors.

**Recommendation:**
25.3 The Academic Committee, on the executive recommendation of the Programs Committee, is asked to approve the Special Purpose Submission affecting the 1045 Bachelor of Science/Bachelor of Information Technology, as detailed in 2006/0003513, for implementation in Semester 1 2006.

For approval

26.0 PHM MAJOR CHANGE SUBMISSION (2006/0003017)
1242 BACHELOR OF PHARMACEUTICAL SCIENCE

26.1 The Academic Committee, on the recommendation of the Programs Committee at its 2/2006 meeting, is asked to consider the attached Major Change Submission affecting the 1242 Bachelor of Pharmaceutical Science, as detailed in 2006/0003017, for implementation in Semester 1 2007.

26.2 The Bachelor of Pharmaceutical Science currently has two academic plans, the Pre-Pharmacy major and the Pharmacology major. Students wishing to pursue a career as a Pharmacist are advised to undertake the Pre-Pharmacy major. Students wishing to pursue a career in pharmaceutical, biotechnology, or other allied industries are advised to undertake the Pharmacology major.

26.3 The Bachelor of Pharmaceutical Science, Pre-Pharmacy major provides comprehensive training in Pharmaceutical and Pharmacological Sciences and students exiting are eligible to enter any of the career options currently outlined for the Pharmacology major. Therefore, an additional area of specialisation by way of the Pharmacology major is an unnecessary duplication.

26.4 Student demand for the Pharmacology major is low, with only two students currently enrolled, whereas there are 230 students enrolled in the Pre-Pharmacy major. Since its introduction in 2003, only one student has graduated from the Bachelor of Pharmaceutical Science with the Pharmacology major. This student has subsequently requested re-entry to the Pre-Pharmacy major to enable her to complete the courses required for her to enter the Master of Pharmacy program. Students already enrolled in the Pharmacology major will be able to complete their program, as the relevant courses continue to be offered by the School of Medical Science.

Recommendation:

26.5 The Academic Committee, on the recommendation of the Programs Committee at its 2/2006 meeting, is asked to approve the Major Change Submission affecting the 1242 Bachelor of Pharmaceutical Science, as detailed in 2006/0003017, for implementation in Semester 1 2007.

For approval

27.0 PHM SPECIAL PURPOSE SUBMISSION (2006/0003025)
5423 MASTER OF PHARMACY

27.1 The Academic Committee, on the recommendation of the Programs Committee at its 2/2006 meeting, is asked to consider the attached Special Purpose Submission affecting the 5423 Master of Pharmacy, as detailed in 2006/0003025, for implementation in Semester 1 2007.

27.2 The School of Pharmacy is proposing that the Griffith University English Language Requirement for international students commencing study in 2007 into the Master of Pharmacy program be amended to an IELTS requirement of 7.0. As the Bachelor of Pharmaceutical Science has already had the IELTS requirement increased in 2006
(approved by Programs Committee at its 1/2006 meeting), it would be logical to adjust the Master of Pharmacy to reflect the same level of requirement.

27.3 The proposal is based upon the guidelines pertaining to English language proficiency set by the accreditation governing body, COPRA. The School has obtained preliminary approval and has moved to the next phase of provisional accreditation. The School is also mindful of the requirements set by the Pharmaceutical Society of Australia with regard to English language competency for graduates seeking pre-registration.

Recommendation:

27.4 The Academic Committee, on the recommendation of the Programs Committee at its 2/2006 meeting, is asked to approve the Special Purpose Submission affecting the 5423 Master of Pharmacy, as detailed in 2006/0003025, for implementation in Semester 1 2007.

For approval

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

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

28.1 The minutes of the following Committees are attached for noting:

   28.1.2 Research and Postgraduate Studies Committee (9/2005); and
   28.1.3 Programs Committee (1/2006).

29.0 OTHER BUSINESS

30.0 NEXT MEETING

30.1 The next meeting of the Academic Committee is scheduled at 1:30pm on Thursday, 20 July 2006 in the Multi Faith Centre, Rooms 1 and 2, Nathan Campus.