A meeting of the Academic Committee of the Griffith University Council was held from 1:30pm to 3:15pm on Thursday, 18 May 2006 in the Activities Centre, Gold Coast Campus (G07_Activities Centre).

MINUTES

PRESENT:
Chair, Academic Committee – Professor John Dewar
Associate Professor Paul Bates
Professor Mostyn Bramley-Moore
Professor Gillian Bushell
Professor Debra Creedy
Professor Joy Cumming
Professor Michael Davidson
Professor Neil Dempster
Associate Professor Paul Draper
Professor Kay Ferres
Dr Lyn Holman
Dr Scott McCue
Dr Joseph McDowall
Professor Rob McQueen
Mr Guillermo Marti Noelle
Professor Michael Powell
Ms Janice Rickards
Professor Peter Roennfeldt
Professor Royce Sadler
Professor Saroja Selvanathan
Professor Parlo Singh
Professor Bill Shepherd
Professor Nerida Smith
Dr Stephen Thorpe
Associate Professor Richard Wortley

APOLOGIES:
Professor Ian O’Connor
Professor Lex Brown
Associate Professor Nick Buys
Professor Allan Cripps
Professor Lorelle Frazer
Professor Liz Fulop
Professor Lesley Johnson
Professor Yew-Chaye Loo
Ms Helen McAllister
Mr Colin McAndrew
Professor Marilyn McMeniman
Mr Brad Maher
Dr Marion Mitchell
Dr Karen Noble
Ms Claire Ryan
Professor Max Standage
Dr Mohan Thite

1.0 MEMBERSHIP

1.1 The Chair welcomed the following new members of the Academic Committee:

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

2.0 CONFIRMATION OF MINUTES

2.1 The minutes of the 1/2006 meeting of the Academic Committee, having been circulated, were taken as read and confirmed.

SECTION A: RECOMMENDATIONS AND REPORTS TO COUNCIL
3.0 FACULTY REVIEW PROGRESS REPORT – QUEENSLAND COLLEGE OF ART

3.1 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.

3.2 The Queensland College of Art was reviewed during October 2004. The Academic Committee considered 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).

Resolution:

3.3 The Academic Committee resolved to recommend to the University Council 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).

SECTION B: ACTION UNDER DELEGATED AUTHORITY

4.0 REVIEW OF DEGREE POLICIES

4.1 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.

4.2 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.

4.3 The Academic Committee, on the recommendation of the Learning and Teaching Committee at its 4/2006 meeting, considered the policies, as described below, revised as a result of feedback received from Faculties:

4.3.1 Bachelors Honours Degree Policy (2006/0003788);

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

4.3.3 Bachelors Degree Policy (2006/0003789);

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

4.3.5 Role of the Honours Convenor (2006/0003780).
4.4 In considering the suite of revised policies, members made the following recommended change to the policy, Structure and Requirements of Degrees Awarded by Griffith University (2006/0003783):

- Section 10.0 Program Mode – Full-Time/Part-Time/External: For clarification, delete the second paragraph and add a statement, 10.1 Attendance and Study Mode of Students.

Resolution:

4.5 The Academic Committee resolved to approve the policies as described under point 4.3 subject to the revision to the policy, Structure and Requirements of Degrees Awarded by Griffith University (2006/0003783), specified under 4.4.

5.0 DEFINITION OF WORK INTEGRATED LEARNING (WIL)

5.1 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.

5.2 The Academic Committee, on the recommendation of the Learning and Teaching Committee at its 3/2006 meeting, considered the 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’.

5.3 In considering the definition, members made the following recommended changes:

5.3.1 Section 4.0 Detailed Definition: Remove the word “direct” before “oversight and direction” in the second dot point;

5.3.2 Section 4.0 Detailed Definition: Amend the following dot point, “Productive, where the student does ‘real work’ that has a social/economic value or definable benefit to the employer/placement/community, and can be measured by either outcomes or assessment”; and

5.3.3 Section 2.0 Short Definition: Reduce the last paragraph to a succinct sentence.

Resolution:

5.4 The Academic Committee, on recommendation of the Learning and Teaching Committee at its 3/2006 meeting, resolved to approve the definition of Work Integrated Learning, as described in 2006/0002262, for inclusion in Academic Plan 2, subject to the recommended changes specified under 5.3.

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

6.1 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.

6.2 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:
Academic Committee Minutes 2/2006
Thursday, 18 May 2006

- 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.

6.3 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).

6.4 The Academic Committee considered the Course Outline Project: End of Project Report (2006/0007028) including 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.

6.5 In considering the plan, members made the following comments and recommendation:

6.5.1 Members asked whether there has been any outcome on the student questionnaire process. Student questionnaire responses for Semester 1 2006 have not yet been fully collated. The data analysis report will be considered by the Learning and Teaching Committee in the near future before being forwarded to the Academic Committee for further consideration. Early analysis of responses has indicated that students request earlier publication and availability of Course Outlines to assist them with their study plans.

6.5.2 Under the “Implementation of the Communication Plan” section, pages 32-33, amend the following “Progress to date” description:

<table>
<thead>
<tr>
<th>Training</th>
<th>Seminar to alert staff to changes in Course Outline management</th>
<th>Change Manager</th>
<th>Graduate Studies</th>
<th>To alert staff to changes in Course Outline management</th>
<th>January 2006</th>
<th>45 min seminar</th>
<th>Not Completed</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>Meeting time requested via email to Manager, Grad Studies 2 Dec.</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>Reminders sent by Head of Secretariat and Change Mgr.</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>One member of Graduate Studies attended formal training at the Gold Coast Campus.</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>In house training was then held for other staff as the seminar presentations were not able to be arranged for January/February 2006.</td>
</tr>
</tbody>
</table>

Resolution:

6.6 The Academic Committee resolved 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), subject to the recommendation described under 6.5.2.
7.0 ROLE OF THE COURSE CONVENOR

7.1 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.

7.2 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 sub section 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).

7.3 The Academic Committee considered 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.

7.4 In considering the role statement, members made the following recommended changes:

7.4.1 Section 5.3 Assessment: Amend the second dot point as follows: “Ensuring that students have access to detailed assessment information via the course’s Learning@Griffith site, or via the Course Outline, including the topics for individual assessment items, and where appropriate, the criteria and standards 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

7.4.2 Section 5.3 Assessment: Amend the fourth dot point as follows: “Arranging for the secure collection, and marking and return of assessment items, including preparation of marking guides and the establishment of moderation processes when multiple markers are used”.

Resolution:

7.5 The Academic Committee, on the recommendation of the Learning and Teaching Committee at its 4/2006 meeting, resolved to approve the Role of Course Convenor (2006/0003787), subject to the recommended changes specified under 7.4.

8.0 TERMS OF REFERENCE FOR AN E-LEARNING STRATEGY
8.1 The Academic Committee, on the recommendation of the Learning and Teaching Committee at its 3/2005 meeting, was asked to consider the Terms of Reference for an e-Learning Strategy, as described in 2006/0002261.

8.2 The Division of Information Services was reviewed during October 2005. The Report of the Panel Reviewing Griffith University Information Services Division 10-14 October 2005 (2006/0003767) made a number of recommendations including Recommendation (3) that:

Griffith build an e-Learning and Teaching Plan to underpin the University Learning and Teaching Plan by end 2006 for implementation in 2007.

8.3 It was recommended that the Terms of Reference for an e-Learning Strategy (2006/0002261) should be developed around a framework of:

1. Innovation;
2. Implementation; and
3. Sustainability.

8.4 The Terms of Reference for an e-Learning Strategy (2006/0002261) have been considered by the Pro Vice Chancellor (Information Services) and the Pro Vice Chancellor (Administration).

8.5 In considering the Terms of Reference for an e-Learning Strategy (2006/0002261) members agreed with the general principles presented in the document. In future, members recommended limiting the use of technical terms to ensure that the University community comprehends the main principles presented in such documents.

Resolution:

8.6 The Academic Committee, on the recommendation of the Learning and Teaching Committee at its 3/2005 meeting, resolved to approve the Terms of Reference for an e-Learning Strategy, as described in 2006/0002261.

9.0 DEFINITION OF ABORIGINAL AND TORRES STRAIT ISLANDER COURSE CONTENT

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

9.2 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.

9.3 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 described in 2005/0007564, and recommended the report to the Academic Committee for approval at its 6/2005 meeting.

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

Resolution:
9.5 The Academic Committee resolved to ratify the Chair’s executive action in approving the Definition of Aboriginal and Torres Strait Islander Course Content, as described in 2006/0003791.

10.0 APPOINTMENTS TO UNIVERSITY COMMITTEES

10.1 The Academic Committee resolved to ratify the Chair’s executive action in approving the following appointments to University Committees as described below.

<table>
<thead>
<tr>
<th>Committee</th>
<th>Category</th>
<th>Term of Office</th>
<th>Person/s Nominated</th>
</tr>
</thead>
<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>
</tr>
<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>
</tr>
</tbody>
</table>

11.0 EPS PROGRAM WITHDRAWAL (2006/0002005)  
1070 BACHELOR OF ARTS IN PSYCHOLOGY/BACHELOR OF EDUCATION – PRIMARY

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

11.2 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.

Resolution:

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

12.0 PES PROGRAM WITHDRAWAL (2006/0002006)  
1173 BACHELOR OF EXERCISE SCIENCE/BACHELOR OF EDUCATION

12.1 The Academic Committee, on the executive recommendation of the Programs Committee, was asked to consider the submission proposing to withdraw the 1173 Bachelor of Exercise Science/Bachelor of Education, as described in 2006/0002006, from Semester 1 2007.
12.2 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.

12.3 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.

Resolution:

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

13.0 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

13.1 The Academic Committee, on the recommendation of the Programs Committee at its 2/2006 meeting, was asked to consider the 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 described in 2006/0002514, from Semester 1 2006.

13.2 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.

Resolution:

13.3 The Academic Committee, on the recommendation of the Programs Committee at its 2/2006 meeting, resolved 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 described in 2006/0002514, from Semester 1 2006.

14.0 ART PROGRAM WITHDRAWAL (2006/0002032)

1015 BACHELOR OF CREATIVE ARTS

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

14.2 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.

Resolution:

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

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

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

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

Resolution:

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

16.0 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)

16.1 The Academic Committee, on the recommendation of the Programs Committee at its 2/2006 meeting, was asked to consider the 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 described in 2006/0002017, from Semester 1 2007.

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

Resolution:

16.3 The Academic Committee, on the recommendation of the Programs Committee at its 2/2006 meeting, resolved 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 described in 2006/0002017, from Semester 1 2007.

17.0 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
17.1 The Academic Committee, on the recommendation of the Programs Committee at its 2/2006 meeting, was asked to consider the 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 described in 2006/0002031, from Semester 1 2007.

17.2 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.

Resolution:

17.3 The Academic Committee, on the recommendation of the Programs Committee at its 2/2006 meeting, resolved 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 described in 2006/0002031, from Semester 1 2007.

18.0 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

18.1 The Academic Committee, on the recommendation of the Programs Committee at its 2/2006 meeting, was asked to consider the 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 described in 2006/0002021, from Semester 1 2007.

18.2 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.

Resolution:

18.3 The Academic Committee, on the recommendation of the Programs Committee at its 2/2006 meeting, resolved 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 described in 2006/0002021, from Semester 1 2007.

19.0 CTL NEW ACADEMIC PLAN (2006/0003514)

5120 MASTER OF TEACHING – SECONDARY

19.1 The Academic Committee, on the executive recommendation of the Programs Committee, was asked to consider the submission proposing new academic plans in the 5120 Master of Teaching – Secondary, as described in 2006/0003514, from Semester 1 2006.
19.2 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.

19.3 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.

Resolution:
19.4 The Academic Committee, on the executive recommendation of the Programs Committee, resolved to approve the submission proposing new academic plans in the 5120 Master of Teaching – Secondary, as described in 2006/0003514, from Semester 1 2006.

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

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

20.2 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.

20.3 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.

Resolution:
20.4 The Academic Committee, on the executive recommendation of the Programs Committee, resolved to approve the Special Purpose Submission affecting the 5448/5449 Master of Business Administration (Practicum), as described in 2006/0007270, for implementation in Semester 1 2006.

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

21.1 The Academic Committee, on the executive recommendation of the Programs Committee, was asked to consider the Major Change Submission affecting the 5239 Master of Legal Medicine, as described in 2006/0003014, for implementation in Semester 2 2006.
21.2 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.

21.3 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.

21.4 In considering the submission, a member queried the program title “Legal Medicine” as
 it did not appear to be indicative of the program aims and content. The Dean,
 Academic (Griffith Health) agreed to investigate this issue. The Dean, Academic
 (Griffith Health) has since provided the following comments:

21.4.1 The program was approved for introduction in 1996 and was originally named
 4089 Graduate Diploma in Health Law/5239 Master of Health Law;

21.4.2 A Special Purpose Submission was subsequently approved by the Academic
 Committee at its 4/2003 meeting, to change the program title to 4089 Graduate
 Diploma in Legal Medicine/5239 Master of Legal Medicine. The rationale for
 the program title change was:

- The program titles more accurately reflect industry needs;
- The Australian College of Legal Medicine had approached the Faculty of
  Nursing and Health to accept students to undertake the program/s as a
  prerequisite for entry into the College; and
- The new program titles would be consistent with the name of the Australian
  College of Legal Medicine and therefore more appealing to the College and
  its students.

The change of title was implemented in Semester 2 2003.

21.4.3 The Masters program was subsequently restructured from 120CP to 80CP and
 the Graduate Diploma exit point was withdrawn. These changes were
 approved by the Academic Committee at its 2/2004 meeting.

Resolution:

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

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

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

22.2 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.

Resolution:

22.3 The Academic Committee, on the executive recommendation of the Programs Committee, resolved to approve the Special Purpose Submission affecting the 1045 Bachelor of Science/Bachelor of Information Technology, as described in 2006/0003513, for implementation in Semester 1 2006.

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

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

23.2 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.

23.3 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.

23.4 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.

Resolution:

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

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

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

24.2 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.

24.3 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.

Resolution:

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

SECTION C: RECOMMENDATIONS AND REPORTS TO OTHER COMMITTEES

Nil

SECTION D: MATTERS NOTED, CONSIDERED OR REMAINING UNDER DISCUSSION

25.0 NEW GROUP/FACULTY LEARNING AND TEACHING COMMITTEE CONSTITUTIONS

25.1 The Chair withdrew this item for approval. The new committee constitutions will be discussed at a future meeting.

Resolution:

25.2 The Academic Committee resolved to consider the new constitutions for Group/Faculty Learning and Teaching Committees and Group/Faculty Research Committees, at a future meeting.

26.0 VICE CHANCELLOR’S REPORT

26.1 The Academic Committee noted the Vice Chancellor’s report to the University Council meeting 1/2006 held on Tuesday, 2 May 2006.

27.0 CHAIRPERSON’S REPORT

27.1 The Chair provided an oral report at the meeting addressing the following matters as presented in the agenda:

27.1 GRIFFITH GRANTS FOR LEARNING AND TEACHING

Members noted the successful applications for Strategic Grants and Signature Grants as outlined in the document Griffith Grants for Learning and Teaching – Successful Applications (2006/0007034).

27.2 CARRICK INSTITUTE GRANTS AND AWARDS

27.3 CARRICK INSTITUTE CITATIONS AND AWARDS
27.3.1 The Chair expressed thanks to Karen van Haeringen, Head of the Secretariat, Secretariat, Academic Administration and Christine Grimmer, Manager, Learning and Teaching Strategy, Secretariat, Academic Administration for their work and contributions to the Carrick Institute initiatives.

27.4 ACADEMIC INTEGRITY ADVISORY GROUP

27.4.1 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. An Advisory Group will be established that includes one representative from each of the Groups, representatives from Griffith Institute for Higher Education, Flexible Learning and Access Services, Learning Services – Academic Skills, and Griffith International, chaired by the Deputy Vice Chancellor (Academic).

27.5 DEVELOPMENTS: LEARNING AND TEACHING PERFORMANCE FUND

27.5.1 The Chair advised that the Learning and Teaching Performance Fund will again be conducted in 2006. The Commonwealth received some complaints re the use of indicators and data that reflected institution’s funding outcomes and have responded ensuring that more advice re the funding arrangements will be communicated to institutions by the end of the month. There will be an increase in funds available in 2006. A two stage process, as was the procedure in 2005, will again be the process for 2006.

27.6 DEVELOPMENTS: BOLOGNA PROGRESS

27.6.1 The Bologna process adopts a 2-tier qualification structure of bachelors and masters programs. As part of the process, the Bologna Award provides a “diploma supplement” attached to a student’s academic transcript that explains the award received by an institution, acting as a quality assurance mechanism for employers.

27.6.2 The Chair expressed thanks to Dr Lyn Holman, Academic Registrar for her work and contributions in submitting the University’s bid for additional Commonwealth places in 2007. The University’s bid totalled approximately 385 places, the majority of which was for additional places at the Gold Coast Campus.

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

28.1 The Academic Committee noted the minutes of the following Committees:


28.1.2 Research and Postgraduate Studies Committee (9/2005); and

28.1.3 Programs Committee (1/2006).

29.0 OTHER BUSINESS

29.1 Nil

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.

Confirmed: .................................................................
(Chair) ......................................................................
Date: .................................................................