A meeting of the Academic Committee of the Griffith University Council was held from 1:30pm on Thursday 17 May 2007 in the Council Chambers, Bray Centre (N54_2.01 and 2.02), Nathan Campus.

MINUTES

PRESENT:
Chair - Professor John Dewar
Professor Lesley Johnson
Professor Max Standage
Dr Richard Armour
Professor Paula Baron
Mr Michael Bentley
Professor Sally Borbasi
Professor Gillian Buswell
Ms Miriam Carter
Dr Jayne Clapton
Professor Joy Cumming
Professor Michael Davidson
Mr Dave Edwards
Professor Kaye Ferres
Dr Jenny Gamble
Ms Bellesherrie Jackson
Ms Julie Kennedy
Mr Sankalp Khanna
Dr Scott McCue
Ms Lisa McManus
Dr John Sands
Dr Kate Shacklock
Associate Professor Bill Shepherd
Professor Nerida Smith
Dr Stephen Thorpe
Secretary – Ms Lea-Anne Stafford

Invited
Dr Gavin Moodie (for agenda item 7.0)
Ms Karen van Haeringen (for agenda item 8.0)
Ms Danielle Cooper

APOLOGIES:
Professor Ian O’Connor
Professor Allan Cripps
Professor Marilyn McMeniman
Professor Ned Pankhurst
Professor Michael Powell
Dr Michael Blumenstein
Associate Professor Nick Buys
Professor Debra Creedy
Professor Paul Draper
Professor Kim Halford
Professor Kerri-Lee Krause
Associate Professor Mike Levy
Mr Chris Madden
Mr Gary Miller
Dr Ann McDonnell
Mr Andrew Nguyen
Professor Peter Roennfeldt
Professor Parlo Singh
Associate Professor Clyde Wild
Professor Claire Wyatt-Smith

1.0 COMMITTEE QUORUM

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

2.0 CONFIRMATION OF MINUTES

2.1 The minutes of the 2/2007 meeting of the Academic Committee, having been circulated, were taken as read and confirmed.
SECTION A: RECOMMENDATIONS AND REPORTS TO COUNCIL

3.0 UNIVERSITY EQUITY AND DIVERSITY PLAN 2007 - 2010

3.1 During 2005 and 2006 the Equity Committee has been working towards the development of a revised Equity Plan for the University to replace the previous Equity Strategy 2001 – 2005. Like the Academic and Research Plans, it will provide detail to support the University’s Strategic Plan 2006 – 2010.

3.2 The draft Equity and Diversity Plan was endorsed by members of the Executive Group (1/2007 meeting – 31/1/07) and a revised version was circulated across the University via Deans and Directors for comment. Their feedback has been incorporated into current draft. The Griffith University Equity and Diversity Plan 2007 – 2010 (2007/0000046) was presented to the Academic Committee for consideration.

3.3 Members noted that there are three fundamental objectives of the Equity and Diversity Plan 2007 - 2010:
• To encapsulate the University’s most up-to-date understandings and expression of its commitment to equity and diversity
• To achieve clear and consistent alignment between the University’s equity and diversity goals and strategies and its overall strategic directions and core activities
• To clarify expectations and responsibilities of elements with respect to equity and diversity planning and implementation.

3.4 Section 1 of the Plan outlines the Goals and Key Performance Indicators for Equity and Diversity at Griffith for 2007 – 2010 while Section 2 details the resources necessary to implement this plan.

3.5 The Chair congratulated the Deputy Vice Chancellor (Research) and all those involved in preparing the document before the Committee. Members were advised that the Equity Committee had endorsed the document earlier in the week and heard that regular reports would be prepared as a means of monitoring progress towards achieving targets.

3.6 In considering the Equity Plan, a concern was voiced that it might not sufficiently address issues relating to staff with disabilities. Members concurred with a suggestion from the Deputy Vice Chancellor (Research) that clearer references within the Equity Plan to the University’s Disability Action Plan would be an appropriate way of affirming Griffith’s commitment to matters relating to staff with disabilities.

Resolution

3.7 The Academic Committee, on the recommendation of the 1/2007 Executive Group resolved to recommend to the University Council the approval of the Griffith University Equity and Diversity Plan 2007 – 2010 (revised document 2007/0000055) subject to the addition described in paragraph 3.6 above.

SECTION B: ACTION UNDER DELEGATED AUTHORITY

4.0 REVISED GUIDELINES FOR THE GRIFFITH AWARDS FOR EXCELLENCE IN TEACHING

4.1 The Griffith Awards for Excellence in Teaching were established in 1999 to:
• demonstrate the University’s commitment to the promotion of effective teaching and the enhancement of student learning;
• create an environment which recognises and rewards achievement in teaching and learning activities; and
• support teaching collaboration, teamwork and the sharing of good practice.
4.2 The 2/2007 Learning and Teaching Excellence Committee (8 May 2007) considered a proposal from the Educational Excellence Committee to substantially revise the Griffith Awards for Excellence in Teaching (GAET) for two reasons: (1) to provide more opportunities across the Groups for staff recognition; and (2) to provide closer alignment with new guidelines for national teaching awards released by the Carrick Institute for Learning and Teaching in Higher Education.

4.3 A number of amendments were recommended by the 2/2007 Learning and Teaching Committee which have now been incorporated into the revised Griffith Awards for Excellence in Teaching Guidelines (2007/0000049) presented to the Academic Committee for consideration (changes tracked). A clean version of the revised document was also enclosed for ease of reading.

4.4 Major changes from the original Guidelines include:

4.4.1 replacement of the Innovation across the Institution Award category with the new Programs that Enhance Learning Award;
4.4.2 introduction of 5 new discipline categories under the Individual Teacher Award of the Teaching Excellence Category;
4.4.3 in future years, the Team Teaching Award will be one of a number of activities to recognise strategic priorities;
4.4.4 introduction of a new First Year Advisor category;
4.4.5 reduction of the award amount from $5,000 to $3,000 to enable an increase in the number of outstanding initiatives and teachers recognised across the Groups;
4.4.6 revision of selection criteria to take account of the new categories; and
4.4.7 addition of guidelines to further assist applicants in responding to the selection criteria.

4.5 The Committee made the following comments and suggestions in discussing the revised Guidelines:

- It was recommended that the Educational Excellence Committee Chair be invited to review the fairness of excluding qualified teachers from the Early Career category;
- A number of members expressed a view that the requirements of the Griffith Awards process were too onerous and discouraged many staff, especially when there was no obvious professional development aspect to being involved;
- The Committee discussed the role of the GIHE workshop for GAET-nominated staff in assisting them to develop the evidence base and the conceptual framework to present a strong award application. The Chair also emphasised the importance of staff developing these skills for professional development purposes outside of the GAET process;
- One member queried the process for recognising outstanding teachers at other institutions.

4.6 Given time pressures to commence the process for 2007, the Committee accepted the suggestion made by the Chair that the Guidelines be approved for use in the 2007 GAET round and that views expressed by the Committee be provided to the Griffith Institute for Higher Education, the Educational Excellence Committee and the Learning and Teaching Committee for reflection and consideration when planning future reward and recognition schemes.

Resolution

4.7 The Academic Committee, on the recommendation of the 2/2007 Learning and Teaching Committee (2 April 2007) resolved to approve the Guidelines for the Griffith Awards for Excellence in Teaching (revised 2007/0000054) and to provide members’ comments documented in paragraph 4.5 and 4.6 above to the Learning and Teaching Committee and Educational Excellence Committee for consideration.
5.0 HEALTH AND SAFETY RISK MANAGEMENT AND COURSE APPROVAL

5.1 The GriffithSAFE Academic Health & Safety Change Management Group has as one of its key performance indicators that “Health and Safety Risk Management is integrated with teaching, learning and research activities” and one of the tasks to implement this recommendation is to include a health and safety statement on course outlines.

5.2 The 2/2007 Learning and Teaching Committee considered revisions to the following policy documents and the changes proposed to the Course Outline Template by the GriffithSAFE Academic Health & Safety Change Management Group as one strategy to raise awareness of health and safety issues across the University:

- Course Approval and Evaluation Policy (2007/0012028)
- Role of the Course Convenor (2007/0012029)
- Possible Statement for Inclusion on Course Outline (2007/0012030)
- Revised Section C – Key University Information of the Course Outline Template (2007/0000051)

5.3 Members noted that issues raised by the Learning and Teaching Committee about the proposed statement in Section C of the Course Outline Template had been addressed in the document now before them (2007/0000051).

5.4 The Academic Committee noted that extensive consultation was undertaken to determine the information included in Section C of the Course Outline Template and how it was represented. A key consideration was that this part of the document be no longer than a page as students do not like printing out too many pages.

5.5 Some minor typographical errors were identified for amendment.

Resolution

5.6 The Academic Committee, on the recommendation of the 2/2007 Learning and Teaching Committee (8 May 2007) resolved to approve the following, subject to correction of minor typographical errors:

- Course Approval and Evaluation Policy (revised 2007/0000056)
- Role of the Course Convenor (revised 2007/0000057)
- The recommended statement about health and safety for inclusion in Section C of the Course Outline Template (revised 2007/0000058) from semester 1, 2008.

6.0 STUDENT COURSE OUTLINE SURVEY RESULTS

6.1 In semester 1, 2005 Griffith trialled a new approach to course outlines in six schools and without advising students of the changes to course outlines conducted a survey in week 3 of semester 1 to ascertain students’ views about the accessibility of course outlines; whether the earlier availability of course outlines influenced student decision-making about their enrolment; and whether the information contained within the new course outline template supported their learning in the course

6.2 This same survey instrument was used in semester 1, 2006, the first semester of University-wide implementation of the new course outline template and again in semester 1, 2007.

6.3 The Committee noted the Report on Student Surveys 2005 – 2007 on the Effectiveness of Griffith’s Course Outlines (2007/0012027) including the improvement in the availability of course outlines over this time.
6.4 In relation to the section, *Do students access course outlines ahead of the commencement of semester?*, one member suggested that survey questions be worded carefully to take into account those students enrolled in fully-prescribed programs.

6.5 *Plagiarism Detection Software – Advice to Students in Course Outline*

Members noted that at its 2/2007 meeting, the Learning and Teaching Committee recommended changes to Section C of the Course Outline Template to advise students that as a result of the University’s pilot program, plagiarism detection software might be used in their courses during semester 2, 2007. A revised Section C of the Course Outline Template was provided to the Committee with an additional statement of advice to students.

6.6 In a general discussion about plagiarism detection software, a query was raised about the consideration given by the Academic Integrity Reference Group to intellectual property issues arising from its use. The Chair undertook to ask the Academic Integrity Coordinator to provide further advice on this matter.

**Resolution**

6.7 The Academic Committee, on the recommendation of the 2/2007 Learning and Teaching Committee (8 May 2007), resolved to approve the revised Section C of the Course Outline Template (2007/0000052) for implementation in semester 2, 2007.

7.0 **GBS MAJOR CHANGE SUBMISSION 2007/0000260**

5158, 5159 MASTER OF BUSINESS ADMINISTRATION

5457, 5458 INTERNATIONAL MASTER OF BUSINESS ADMINISTRATION

7.1 The Academic Committee, on the recommendation of the 2/2007 Programs Committee, (5 April 2007), considered a Major Change Submission proposing changes to the Master of Business Administration (5158, 5159) and the International Master of Business Administration (5457, 5458), as detailed in 2007/0000260, for implementation in semester 2 2007.

7.2 The Master of Business Administration (MBA) and International Master of Business Administration (IMBA) currently offers a range of specialisations (40CP) including: Financial Planning (MBA only); General Management; Human Resource Management; Information Systems; International Business; Marketing Management; and Public Sector Management (MBA only). This proposal seeks to expand the range of specialisations available to students to include the Finance specialisation for commencement in Semester 2 2007.

**Resolution:**

7.3 The Academic Committee, on the recommendation of the 2/2007 Programs Committee, (5 April 2007), *resolved to approve* the Major Change Submission proposing changes to the Master of Business Administration (5158, 5159) and the International Master of Business Administration (5457, 5458), as detailed in 2007/0000260, for implementation in semester 2 2007.

8.0 **GBS SPECIAL PURPOSE SUBMISSION 2007/0002026**

5457, 5458 INTERNATIONAL MASTER OF BUSINESS ADMINISTRATION

8.1 The Academic Committee, on the recommendation of the 2/2007 Programs Committee, (5 April 2007), considered a Special Purpose Submission proposing changes to the International Master of Business Administration (5457, 5458) as detailed in 2007/0002026, for introduction in semester 1 2007.
8.2 At its 4/2006 meeting the Programs Committee considered and approved a Major Change submission (2006/0007304) for the International Master of Business Administration. When this submission was prepared the rule, to require successful completion of the four core courses prior to enrolling into specialisation/elective courses, was omitted. The Griffith Business School seeks approval for the rule to be implemented, effective from Semester 1 2007.

Resolution:

8.3 The Academic Committee, on the recommendation of the 2/2007 Programs Committee, (5 April 2007), resolved to approve the Special Purpose Submission proposing changes to the International Master of Business Administration (5457, 5458) as detailed in 2007/0002026, for introduction in semester 1 2007.

9.0 QCA SPECIAL PURPOSE SUBMISSION 2007/0000257
1181 BACHELOR OF FINE ART

9.1 The Academic Committee, on the recommendation of the 2/2007 Programs Committee, (5 April 2007), considered a Special Purpose Submission proposing changes to the Bachelor of Fine Art (1181), as detailed in 2007/0000257, for introduction in semester 1 2008.

9.2 A submission, proposing to remove the requirement for students to submit a portfolio for admission to this program, was considered at the 1/2007 (March) meeting of the Programs Committee, and it was resolved to obtain feedback from the Queensland College of Art on 3 issues. The response from Associate Professor Paul Cleveland has been added to the original submission.

Resolution:

9.3 The Academic Committee, on the recommendation of the 2/2007 Programs Committee, (5 April 2007), resolved to approve the Special Purpose Submission proposing changes to the Bachelor of Fine Art (1181), as detailed in 2007/0000257, for introduction in semester 1 2008.

10.0 PBH SPECIAL PURPOSE SUBMISSION 2007/0012256
3082 GRADUATE CERTIFICATE IN HEALTH SERVICES MANAGEMENT
3203 GRADUATE CERTIFICATE IN HEALTH SERVICES MANAGEMENT (QAIHC)
5266 MASTER OF HEALTH SERVICES MANAGEMENT
5405 MASTER OF HEALTH SERVICES MANAGEMENT WITH HONOURS
3147 GRADUATE CERTIFICATE IN PUBLIC HEALTH
4094 GRADUATE DIPLOMA OF PUBLIC HEALTH
5263 MASTER OF PUBLIC HEALTH

10.1 The Academic Committee, on the recommendation of the 2/2007 Programs Committee, (5 April 2007), considered a Special Purpose Submission proposing to change the campus of offer for the Graduate Certificate in Health Services Management (3082), Graduate Certificate in Health Services Management (QAIHC) (3203), Master of Health Services Management (5266), Master of Health Services Management with Honours (5405), Graduate Certificate in Public Health (3147), Graduate Diploma of Public Health (4094), and Mater of Public Health (5263), as detailed in 2007/0012256, for introduction in semester 1 2007.

10.2 The School of Public Health proposes to change the program campus from Nathan to South Bank. Since Semester 1 2006 the School has offered its postgraduate courses at the South Bank campus, as the Queensland Centre of Public Health, which is the coordinating body for the tripartite arrangement between (UQ, QUT, GU), is now located at South Bank campus.
10.3 The Dean, Learning and Teaching, in the Griffith Business School has endorsed this proposal.

Resolution:

10.4 The Academic Committee, on the recommendation of the 2/2007 Programs Committee, (5 April 2007), resolved to approve the Special Purpose Submission proposing to change the campus of offer for the Graduate Certificate in Health Services Management (3082), Graduate Certificate in Health Services Management (QAIHC) (3203), Master of Health Services Management (5266), Master of Health Services Management with Honours (5405), Graduate Certificate in Public Health (3147), Graduate Diploma of Public Health (4094), and Mater of Public Health (5263), as detailed in 2007/0012256, for introduction in semester 1 2007.

11.0 DOH SPECIAL PURPOSE SUBMISSION 2006/0000256

1259 BACHELOR OF ORAL HEALTH IN DENTAL SCIENCE
1260 BACHELOR OF ORAL HEALTH IN DENTAL TECHNOLOGY
1261 BACHELOR OF ORAL HEALTH IN DENTAL TECHNOLOGY (POST-REGISTRATION)
1262 BACHELOR OF ORAL HEALTH IN ORAL HEALTH THERAPY
4136 GRADUATE DIPLOMA OF DENTISTRY
5402 MASTER OF DENTAL TECHNOLOGY IN PROSTHETICS

11.1 The Academic Committee, on the recommendation of the 1/2007 Programs Committee (1 March 2007), considered a Special Purpose Submission proposing changes to the admission requirements for the Bachelor of Oral Health in Dental Science (1259), Bachelor of Oral Health in Dental Technology (1260), Bachelor of Oral Health in Dental Technology (Post-Registration) (1261), Bachelor of Oral Health in Oral Health Therapy (1262), Graduate Diploma of Dentistry (4136), Master of Dental Technology in Prosthetics (5402), as detailed in 2006/0000256, for implementation in semester 1, 2007.

11.2 The School of Dentistry and Oral Health proposes the following changes:
- to update information regarding admission requirements for international students in relation to the Bachelor of Oral Health in Dental Science (1259), Bachelor of Oral Health in Dental Technology (1260), and Bachelor of Oral Health in Oral Health Therapy (1262).
- to include advice on the program catalogue regarding the compulsory requirement for DOH students enrolled in the Bachelor of Oral Health in Dental Science (1259), Bachelor of Oral Health in Oral Health Therapy (1262) and Graduate Diploma of Dentistry (4136) to undergo a medical examination;
- to include advice in the program catalogue regarding the requirement for students enrolled in the non-clinical oral health programs (Bachelor of Oral Health in Dental Technology (1260), Bachelor of Oral Health in Dental Technology (Post-Registration) (1261) and Master of Dental Technology in Prosthetics (5402)) to undergo a medical examination

11.3 These proposed changes have been applied for the 2007 admission period.

Resolution:

11.4 The Academic Committee, on the recommendation of the 1/2007 Programs Committee (1 March 2007), resolved to approve the Special Purpose Submission proposing changes to the admission requirements for the Bachelor of Oral Health in Dental Science (1259), Bachelor of Oral Health in Dental Technology (1260), Bachelor of Oral Health in Dental Technology (Post-Registration) (1261), Bachelor of Oral Health in Oral Health Therapy (1262), Graduate Diploma of Dentistry (4136), Master of Dental Technology in Prosthetics (5402), as detailed in 2006/0000256, for implementation in semester 1, 2007.
12.0 PHM SPECIAL PURPOSE SUBMISSION 2007/0000251
1242 BACHELOR OF PHARMACEUTICAL SCIENCE
5369 MASTER OF PHARMACY
5423 MASTER OF PHARMACY WITH HONOURS

12.1 The Academic Committee, on the recommendation of the 1/2007 Programs Committee (1 March 2007), considered a Special Purpose Submission proposing changes to the Bachelor of Pharmaceutical Science (1242), Master of Pharmacy (5369) and Master of Pharmacy with Honours (5423), as detailed in 2007/0000251, for introduction in semester 1 2007.

12.2 The Bachelor of Pharmaceutical Science and Master of Pharmacy degrees are health professional programs requiring students to meet a standard of English competency above the academic level of English generally required for students undertaking non-health professional programs. In pharmacy, students communicate with patients, the general public and other health professionals, and it is essential that they are able to communicate about information relating to drugs, diseases and regulations in a clear and sensitive manner and at an appropriate level to ensure communication errors are avoided.

12.3 The School of Pharmacy is therefore proposing to test all students admitted to the Bachelor of Pharmaceutical Science in their first year of study, as detailed in the submission.

12.4 It is also proposed to change the English Language Requirements for these programs, to bring them in line with the professional requirements, as follows;
- A minimum overall band score of 7.0 at the academic level of the IELTS (International English Language Testing System) with a minimum score of 6.5
- A minimum score of 580 on TOEFL (Test of English as a Foreign Language); or
- A computerized TOEFL score of 237; or
- An Internet Based (iBT) TOEFL score of 92 (no score less than 22);
- No score less than 3+ in each skill of the ISLPR (International Second Language Proficiency Rating).

Resolution:

12.5 The Academic Committee, on the recommendation of the 1/2007 Programs Committee (1 March 2007), resolved to approve the Special Purpose Submission proposing changes to the Bachelor of Pharmaceutical Science (1242), Master of Pharmacy (5369) and Master of Pharmacy with Honours (5423), as detailed in 2007/0000251, for introduction in semester 1 2007.

SECTION C: RECOMMENDATIONS AND REPORTS TO OTHER COMMITTEES

Nil

SECTION D: MATTERS NOTED, CONSIDERED OR REMAINING UNDER DISCUSSION

13.0 PRESENTATION – 2007-2008 COMMONWEALTH BUDGET

13.1 The Committee welcomed to the meeting the University’s Principal Policy Adviser, Dr Gavin Moodie who informed members of key 2007 – 2008 Commonwealth Budget implications for Griffith.

13.2 A summary paper was attached to facilitate discussion. Issues of note include:
the collapsing of funding clusters from 12 to 7 and associated funding rate changes for 2008
the removal of caps on fee-help places for undergraduate programs.
Members noted the extension of fee-help to Diploma and Advanced Diploma programs and the availability of $2,000 scholarships for Associate Degree student would require the University to reflect on its relationship and potential pathways with TAFE and other private providers;
the introduction of national teacher training and registration standards;
the availability of HECS and Austudy for appropriate postgraduate programs;
the ability to shift Commonwealth Government Student load from undergraduate to postgraduate programs, leading to the potential for restructuring of professional degree programs.

13.3 On related matters, it was noted that an additional 21,000 Commonwealth places would be available this year and that up to 5 per cent over-enrolment would still be fully funded. Members were also advised that the Learning and Teaching Performance Fund would continue for the foreseeable future.

14.0 PRESENTATION - AUSTRALIAN UNIVERSITIES QUALITY AGENCY (AUQA) AUDIT

14.1 AUQA is the principal national quality assurance agency in higher education, with responsibility for quality audits of higher education institutions and accreditation authorities, reporting on performance and outcomes, assisting in quality enhancement, advising on quality assurance; and liaising internationally with quality agencies in other jurisdictions, for the benefit of Australian higher education.

14.2 AUQA has recently initiated its Cycle 2 Audits. Griffith was the subject of a Cycle 1 AUQA review in 2003 and is scheduled to undertake a Cycle 2 review in June 2008. Cycle 2 Audits will:

- review the University’s progress towards addressing recommendations from the Cycle 1 Audit and review major changes to Griffith’s quality management system in order to ‘close the loop’ on Cycle 1;
- assess the quality assurance arrangements, including the standards of academic and other outcomes being achieved by the University, across two specific ‘themes’;
- investigate how academic standards are determined, applied, maintained, monitored and met, with an emphasis on international standards and performance outcomes and benchmarking.

14.3 The two themes on which Griffith will be audited in 2008 are International and Supporting Student Success.

14.4 The theme Supporting Student Success will be focused on a range of sub-themes which are yet to be finalised.

14.5 An AUQA Senior Project Officer has been appointed to coordinate the University’s preparations for the 2008 Audit. Members welcomed to the meeting, Ms Karen van Haeringen, AUQA Senior Project Officer, who gave a presentation on the 2008 Audit process and the University’s approach in preparing for the Cycle 2 audit.

14.6 The Committee were advised that information-sharing sessions would be held across the University by the Deputy Vice Chancellor (Academic) and The AUQA Senior Project Officer.
15.0 CHAIRPERSON’S REPORT

The Chair provided an oral report at the meeting addressing the following matters:

15.1 Australian Research Council (ARC) Centre of Excellence in Policing and Security

The Deputy Vice Chancellor (Research) spoke of the excellent outcome for Griffith in its successful bid to host Australia’s first ARC Centre of Excellence in Policing and Security. Worth $15 million, Griffith heads a partnership of institutions comprising the Australian National University, the University of Queensland and Charles Sturt University in a five-year project to create an internationally regarded centre of research excellence. The Chair congratulated all those involved in the successful grant application including the Deputy Vice Chancellor (Research) and the Centre’s Director, Professor Lorraine Mazerolle.

15.2 Griffith 2015

Members were encouraged to access and provide comments on the recently released Vice Chancellor’s strategic issues and directions document - Griffith 2015. It was noted that the paper introduces the new position of a Pro Vice Chancellor (Learning and Student Outcomes) in recognition of the significance of such issues to the University and as an acknowledgement of the expansion of the Deputy Vice Chancellor (Academic) portfolio over the past few years. It also reflects campus priorities.

15.3 Carrick Institute Awards and Scholarship Schemes

The Chair advised the Committee that 14 grant applications had been submitted to the Carrick Institute for Learning and Teaching in Higher Education for their current grants schemes. Members heard that Griffith had been successful in receiving a number of Carrick associate fellowships. It was also noted that 10 Carrick Citations for Student Contributions had been submitted for review, with the results to be advised in July.

The Chair paid tribute to GIHE and Secretariat staff members involved in bringing these applications forward.

16.0 DEPUTY CHAIRPERSON’S REPORT

16.1 National Workshop – Development of a National Diploma Supplement

The Deputy Chair reported on the National Workshop on the Development of a National Diploma Supplement held on 3 May. Members recalled that Griffith is a member of a consortium of 14 institutions taking part in a DEST-commissioned project. The aim of this project is to develop a statement supplementing an academic transcript with a summary statement of the other activities undertaken by the student, as well as a fuller description of the standing of the qualification.

Questions posed for consideration at the workshop included the type and purpose of an Australian Diploma Supplement; issues to consider in making qualifications more portable and their value more transparent, and the level and format of information appropriate to enable employers to understand about the education system to which the qualifications belong and the broader student experience. Issues about authentication of such data have also been raised.

The Chair advised the Committee about the future use of e-portfolios as a means of recording work that contributes to a degree but that is not currently recorded on a student’s transcript.
Members who are interested in accessing further information about workshop presentations may do so from the following website:

17.0 VICE CHANCELLOR’S REPORT TO COUNCIL

17.1 The Academic Committee noted the Vice Chancellor’s Report to Council (meeting 1/2007) held on 5 March 2007.

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

18.1 The Academic Committee noted the minutes of the following committees:

18.1.1 Learning and Teaching Committee [1/2007];

18.1.3 Programs Committee [2/2007].

19.0 OTHER BUSINESS

Nil.

20.0 2007 COMMITTEE MEETING DATES

20.1 The Academic Committee noted the remaining 2007 meetings scheduled as follows.

<table>
<thead>
<tr>
<th>Date</th>
<th>Location</th>
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<tbody>
<tr>
<td>19 July</td>
<td>Room 1.05 Community Place (L04)</td>
</tr>
<tr>
<td>20 September</td>
<td>Room 7.16 Level 7 Webb Centre (S02)</td>
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<tr>
<td>18 October</td>
<td>Activities Centre, Link Building (G07)</td>
</tr>
<tr>
<td>15 November</td>
<td>5.01/5.01A Social Sciences Building (M10)</td>
</tr>
<tr>
<td>13 December*</td>
<td>Room 2.02, Council Chambers, Bray Centre (N54)</td>
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* meeting will proceed only if urgent business requires

Confirmed: ..............................................................

(Chair) ........................................................................

Date: .................................................................