A meeting of the Academic Committee of the Griffith University Council will be held at 1:30pm on Thursday 15 May 2008 with a video-conference between Room -1.18 (Level -1) Business 2 Building (N72), Nathan campus and Room 1.04, The Chancellery (G34), Gold Coast campus.

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

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<td>Vice Chancellor and President – Professor Ian O’Connor</td>
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<td>Pro Vice Chancellor (Learning and Student Outcomes) – Professor Sue Spence</td>
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<td>Associate Professor Paul Cleveland, Director, Queensland College of Art</td>
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<td>Academic Staff Members</td>
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<td>Dr Alex Forrest (Sci, Env, Eng and Tech)</td>
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Heads of Schools or Departments

Professor Nerida Smith (Health) Until 31 December 2008
Dr Michael Blumenstein (Sci, Env, Eng and Tech) Until 31 December 2008
Professor Mike Levy (Arts, Education and Law) Until 31 December 2008
Dr Louis Sanzogni (Business) Until 31 December 2008
Assoc Professor Jayne Clapton (Health) Until 31 December 2009
Professor Frank Clarke (Sci, Env, Eng and Tech) Until 31 December 2009
Associate Professor Stephen Stockwell (Arts, Education and Law) Until 31 December 2009
Dr Robyn Hollander (Business) Until 31 December 2009

Postgraduate Students

Mr Sankalp Khanna Until 31 December 2008
vacant Until 31 December 2008

Undergraduate Students

Ms Renae Carrigg Until 31 December 2008
Ms Rachel Chung Until 31 December 2008
Mr Nigel Hutton Until 31 December 2008
Ms Julie Kennedy Until 31 December 2008
Ms Kelly McCabe Until 31 December 2008

Information Copies (without attachments unless otherwise stated)

Manager, Research Policy
Head of the Secretariat
AUQA Senior Project Officer (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, Environment, Engineering and Technology
Program Information Officer
Council and Executive Support Officer
Director, Finance and Business Services
Senior Legal Officer
President, Griffith University Postgraduate Student Association (GUPSA)
President, Gold Coast Student Guild
Director, 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
Manager, Admissions
Director, Student Services
Director, Flexible Learning and Access Services
Group Resource Manager, Arts, Education and Law
Group Resource Manager, Business
Group Resource Manager, Griffith Science, Environment, Engineering and Technology
Group Resource Manager, Griffith Health
Secretary, Griffith University Branch, NTEU

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AGENDA

1.0 APOLOGIES

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

2.0 CONFIRMATION OF MINUTES

2.1 The minutes of the Academic Committee's 2/2008 meeting have been circulated.

To be taken as read and confirmed

3.0 VICE CHANCELLOR’S FORUM AND QUESTION TIME

3.1 The Vice Chancellor is unable to attend this meeting.

3.2 Members may wish to note at future meetings the Vice Chancellor will attend to speak to reports, update members on issues of importance and take questions, with or without notice.

For noting

SECTION I: STRATEGIC ISSUES

4.0 ENGLISH LANGUAGE ENTRY REQUIREMENTS

4.1 The Deputy Chair of Academic Committee has prepared a discussion paper (2008/0016276 attached) highlighting issues regarding English language entry standards and student outcomes for International students.

4.2 The issue of English language competence of international students is highly relevant to this University, which has experienced increasing numbers of international students from a range of backgrounds for some time. While these students bring great benefit to the University in terms of its internationalisation strategy they also bring special needs requiring extra services. Over the years Griffith has provided a number of English language and academic skills support services for students and more recently has introduced initiatives with plans for further expansion. The intent of this paper is to provide details about the services that Griffith has initiated in order to promote English language skills and academic skills in its international student population and to provide a platform for discussion of issues surrounding English language proficiency more generally.

4.3 The University’s Internationalisation Advisory Committee at its April meeting considered an earlier version of this paper and will bring forward recommendations for consideration by the Academic Committee in due course.

4.4 Professor Sally Borbasi, Deputy Chair of Academic Committee, and Mr Chris Madden, Pro Vice Chancellor (International) will speak to this item.

For discussion
5.0 AUQA AUDIT: 2 – 6 JUNE 2008

5.1 Ms Karen van Haeringen, Senior Project Officer – AUQA Audit and Professor Sally Borbasi, Acting Chair and will report to the meeting, providing an update on and arrangements for the panel visit.

For discussion

ORDERING OF THE AGENDA

At this point in the Agenda the Chair will advise members about any matter on the Agenda not included in Section II, that members have requested prior to the meeting be so included.

SECTION II: MATTERS FOR DECISION

6.0 RESEARCH HIGHER DEGREE SUPERVISOR ACCREDITATION POLICY

6.1 At its 7/2007 (November) meeting the Academic Committee considered a proposed Research Higher Degree Supervisor Accreditation Policy (2007/0000115), which describes the process for ensuring high quality supervision for Griffith University Research Higher Degree (RHD) students. It was noted that the Policy seeks, in particular, to ensure that supervisors maintain high standards of supervision, that new academic staff and supervisors receive appropriate induction to Griffith University supervision policy and expectations, that experienced supervisors are provided with ongoing opportunities for supervisory training, and that supervisors who are found to need assistance in supervisory practice are provided with appropriate support to improve their practice. It was noted that Executive Group had considered the proposal at its 5 September 2007 meeting, where amendments were requested to reflect their comments.

6.2 At the November 2007 Academic Committee the following concerns were raised about the proposal:
- The term ‘accreditation’ used in the title is not defined elsewhere in the document. The proposed policy does not stipulate any requirements to achieve ‘accreditation’.
- It was noted that a central register of ‘accredited’ supervisors will not be kept.
- Reference is to be included in this policy to supervision arrangements between principal and associate supervisors, which is articulated in other RHD policies.
- Concern was expressed that there is no reference in section 2.0 to processes to be followed for unsatisfactory supervision. It was requested that reference be made to this in section 2.0. It was further recommended that the statement in paragraph 5.2 be placed in a section of its own, as this issue does not relate only to supervisors experiencing difficulties.
- Supervision arrangements for cross-faculty research needs to be considered.

6.3 As a result of concerns raised at the Academic Committee the Research and Postgraduate Studies (RAPS) Committee has reviewed the proposed Policy, to include establishment of a register of accredited supervisors. RAPS Committee members commented that the document contained a mixture of policies and procedures and has recommended an initial review date for the revised policy for the end of 2009.

6.4 Attached is a revised Griffith University Research Higher Degree Supervisor Accreditation Policy (2008/0016268). The Dean, Griffith Graduate Research School, will speak to this item.

Recommendation

6.5 The Academic Committee is asked to approve the Griffith University Research Higher Degree Supervisor Accreditation Policy (2008/0016268).

For approval.
7.0 ADMISSION POLICY FOR UNDERGRADUATE PROGRAMS AND ADMISSIONS POLICY FOR COURSEWORK POSTGRADUATE PROGRAMS - ENGLISH LANGUAGE REQUIREMENTS

7.1 The Programs Committee, at its 9/2007 (November) meeting, considered a proposal from the School of Nursing and Midwifery (refer item 18.0 below) to require that “application of the language of instruction provisions contained in the Admission Policy for Undergraduate Programs not be applied; that is all students not having studied Canada (excluding Quebec), New Zealand, Australia, United States or United Kingdom will be required to meet IELTS requirements”. The Internationalisation Advisory Committee has also considered this proposal.

7.2 In order to facilitate this change it is necessary to amend the attached Admission Policy for Undergraduate Programs (2008/0016272) and the Admission Policy for Coursework Postgraduate Programs (2008/0016273). It is proposed the following amendment be made to both Policies:

The Academic Committee may approve variations to the requirements stipulated above, including higher levels of English language proficiency and the requirement for students from countries other than Canada (excluding Quebec), New Zealand, Australia, United States or United Kingdom to meet specific English language proficiency requirements.

Approval for such variations must be obtained through the University’s program accreditation processes. The Academic Committee may approve higher levels of English language proficiency for entry into specific postgraduate programs. Cases for a higher level of English language requirement must be made through the University’s program accreditation processes in consultation with the Pro Vice Chancellor (International).

Recommendation

7.3 The Academic Committee is asked to approve changes to the Admission Policy for Undergraduate Programs and the Admission Policy for Coursework Postgraduate Programs, as detailed above and contained in 2008/0016272 and 2008/0016273 respectively.

For approval

8.0 REVIEW OF STUDENT EVALUATION OF TEACHING (SET) AND STUDENT EVALUATION OF COURSES (SEC)

8.1 The Learning and Teaching Committee, at its 3/2008 meeting on 14 April 2008, considered a proposal to review the Griffith University Student Evaluation of Teaching (SET) and Student Evaluation of Courses (SEC) instruments as a preferred measure to evaluate teaching and quality.

8.2 The Committee agreed the SET and SEC instruments and the process and system that underpin these measures need to be evaluated. It was agreed that a Working Party of the Learning and Teaching Committee be established with membership comprising:
- Professor Sue Spence as Chair
- A GIHE representative nominated by the Director, GIHE
- Professor Sally Borbasi
- Educational Excellence Committee Chair or representative
- A representative from each group with an interest and experience in this area, nominated by the Group PVC
- A person with psychometric expertise

8.3 The Committee discussed the need for this working party to consider:
- Ways of increasing student response rates and the issue of over surveying
- Determining how students interpret the questions
- Closing the loop on SET and SEC feedback
- Statistical analysis of data to provide normative data, taking into account areas of study, class size and mode of delivery.
- The empirical and theoretical literature

8.4 Professor Sue Spence, Pro Vice Chancellor (Learning and Student Outcomes) will speak to this item.

Recommendation:

8.5 The Academic Committee is asked, on the recommendation of the Learning and Teaching Committee, to approve the establishment of the Working Party to Review SET and SEC, as proposed above.

For consideration

9.0 CHAIRPERSON’S REPORT

9.1 The Chair will report on matters of interest that have arisen since previous meeting including:
- Framework for Quality Assurance; paper 2008/0026262 attached

For discussion

SECTION III: MATTERS REQUIRING RATIFICATION OF EXECUTIVE ACTION

10.0 GRIFFITH AWARDS FOR EXCELLENCE IN TEACHING GUIDELINES

10.1 At its 2/2007 (April) meeting the Academic Committee considered changes to the Griffith Awards for Excellence in Teaching Guidelines. The Chair has executive approved further changes to the Guidelines to clarify and strengthen the evidentiary requirements on applications, as detailed in the attached document (2008/0016271).

Recommendation

10.2 The Academic Committee is asked to ratify the Chair’s executive action in approving changes to the Griffith Awards for Excellence in Teaching Guidelines, as described in 2008/0016271, for implementation in 2008.

For ratification

11.0 REPORT ON COURSE EVALUATION REPORTING TRIAL

11.1 In semester 2 2007 the University trialled a new process for ‘closing the student feedback loop’. This involved asking Schools to schedule SET/SEC evaluations for all courses over the next two years. Course convenors prepared Course Evaluation Reports (CER) for all courses scheduled for evaluation in semester 2, 2007 as a result of reflection on the data provided by students through those evaluations. The CER template was designed to enable staff to let students know of any improvements that were to be made to the course as a result of their feedback. In keeping with Griffith’s continuing quality cycle of review and improvement the CER was to be uploaded to Learning@Griffith for student consumption. A Working Party was formed to oversee the trial and report to the Learning & Teaching Committee. A survey was developed, consisting of quantitative data collection together with opportunity for qualitative feedback.

11.2 The results of the survey together with other indicators of the effect of the trial are contained within the attached Report on the Course Evaluation Reporting Trial, Semester 2, 2007 (2008/0016269). The Report makes several recommendations for
practice and policy change. Learning and Teaching Committee noted that the Report raised concerns about continuing with full-scale implementation until the University's systems and procedures for this process have been refined.

11.3 The Learning and Teaching Committee recommends to the Academic Committee that the Working Party oversees a further trial of the course evaluation and review process for semester 1 2008, using a process that draws on what has been learned from the first trial and that includes steps 1-6 of the Recommendations emanating from the CER Trial Report (2008/0016269), as follows.

1. The Course Evaluation Report should be renamed “The Course Review and Improvement Report” (CRIR) to focus on the intent of the exercise as explicitly about quality improvement.

2. Regardless of the inclusion (or otherwise) of SEC data, staff are encouraged to collect and include other evaluative data for the purposes of the Report.

3. Course convenors may wish to produce a CRIR immediately after every delivery of a course; however a CRIR must be produced after every SEC evaluation. This information will be made available to the incoming course convenor. A CRIR is normally required for each unique combination of course code + campus + semester. Occasionally, a different CRIR will also be required when different modes of delivery are used.

4. The Report will comprise:
   i) a ‘warts and all’ section designed for discussion by academic staff
   ii) a short, summary section, suitable for students

5. The complete CRIR will be sent to the HOS who will determine what, if any further actions are required and may discuss the CRIR with the program convenor, Dean L & T or other senior staff as appropriate.

6. The student section of CRIRs should be uploaded (perhaps by an administrative staff member) to (a) a dedicated student-focussed site within the element (e.g. Pharmcentral as Pharmacy currently do) and/or, (b) by the course convenor, to Learning@Griffith. The exact implementation of this is to be at the discretion of the element provided the method chosen grants students in general access to the information contained within the (approved) student section of the CRIRs.

11.4 The Chair, Academic Committee has executively approved the proposal to undertake a further trial for semester 1, 2008, based on the recommendations above.

Recommendation

11.5 The Academic Committee is asked to ratify the Chair’s executive action in approving a further trial of the course evaluation and review process for semester 1, 2008, based on recommendations 1-6 of the Report on the Course Evaluation Reporting Trial, Semester 2, 2007 (2008/0016269).

For ratification

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

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          5158/5159/5162/5163 Master of Business Administration

Item 16.0 BPS Major Change Submission (2008/0005777)
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Item 17.0 ENG Major Change Submission (2008/0005778)
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Item 18.0 NRS Special Purpose Submission (2007/0012375)
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Item 23.0 GBS Special Purpose Submission (2008/0016780)
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Item 24.0 NRS Special Purpose Submission (20080025757)
          1327 Bachelor of Nursing Post-Reg, Abu Dhabi

Item 25.0 Special Purpose Submission (20080025759)
          5320 M Physiotherapy

12.0 BPS WITHDRAWAL OF PROGRAM SUBMISSION (2008/0005772)

1026 BACHELOR OF SCIENCE WITH AVIATION
1029 BAE SYSTEMS/GU BACHELOR OF AVIATION
1258 BACHELOR OF AVIATION SCIENCE

12.1 The Academic Committee, on the recommendation of the Programs Committee
      (2/2008, May) is asked to consider the attached Program Withdrawal Submission
      proposing to withdraw the Bachelor of Science with Aviation (1026), the BAE
      Systems/GU Bachelor of Aviation (1029) and the Bachelor of Aviation Science (1258),
      as detailed in 2008/0005772, for implementation in Semester 1, 2008.

12.2 Agreements with the partner institutions to offer the specifically named programs will
      not be renewed. Any previously enrolled students in these programs who wish to
      resume their studies may enrol in the continuing program, Bachelor of Aviation (1028).

Recommendation:

12.3 The Academic Committee, on the recommendation of the Programs Committee
      (2/2008, May) is asked to approve the Program Withdrawal Submission proposing to
      withdraw the Bachelor of Science with Aviation (1026), the BAE Systems/GU Bachelor
      of Aviation (1029) and the Bachelor of Aviation Science (1258), as detailed in
      2008/0005772, for implementation in Semester 1, 2008.
13.0 BPS WITHDRAWAL OF PROGRAM SUBMISSION (2008/0005775)

3146 GRADUATE CERTIFICATE IN AEROSPACE MANAGEMENT
5400 MASTER OF AEROSPACE MANAGEMENT

13.1 The Academic Committee, on the recommendation of the Programs Committee (2/2008, May) is asked to consider the attached Program Withdrawal Submission proposing to withdraw the Graduate Certificate in Aerospace Management (3146) and the Master of Aerospace Management (5400), as detailed in 2008/0005775, for implementation in Semester 1, 2009.

13.2 In February 2003, the University signed a contract with Mil-Com Aerospace Training Centre (Singapore) to deliver these programs to students currently enrolled in the Aerospace Training Centre. However, to this time no students have enrolled in these programs and the five-year agreement with Mil-Com expired in February 2008. Griffith Aviation does not wish to renew the contract and therefore proposes that these programs be withdrawn from offer.

Recommendation:

13.3 The Academic Committee, on the recommendation of the Programs Committee (2/2008, May) is asked to approve the Program Withdrawal Submission proposing to withdraw the Graduate Certificate in Aerospace Management (3146) and the Master of Aerospace Management (5400), as detailed in 2008/0005775, for implementation in Semester 1, 2009.

14.0 HSV, MAJOR CHANGE / NEW PROGRAM SUBMISSION (2008/0025756)

3217 GRADUATE CERTIFICATE IN COMMUNITY REHABILITATION
5513 MASTER OF COMMUNITY REHABILITATION

14.1 The Academic Committee, on the recommendation of the Programs Committee (1/2008 April), is asked to consider the attached Major Change / New Program Submission proposing to establish a Master of Community Rehabilitation (5513) to articulate with the existing Graduate Certificate in Community Rehabilitation (3217), as detailed in 2008/0025756, for implementation in Semester 1, 2009.

14.2 The Master of Community Rehabilitation has a strong multi-disciplinary influence with an emphasis on current and emerging community rehabilitation and disability theory and practice, social policy, contemporary rehabilitation and human service environment and leadership. The existing stand-alone Graduate Certificate in Community Rehabilitation program (3217) will be incorporated as an entry and exit point into the Master of Community Rehabilitation.

14.3 To be eligible for the award of Master of Community Rehabilitation (MCR rehab), a student articulating from the Graduate Certificate in Community Rehabilitation must acquire 80CP as prescribed:
- complete the 40CP requirements of the Graduate Certificate in Community Rehabilitation (Advanced Standing); and
- gain 20CP for the prescribed courses; and
- gain 20CP for the electives.

14.4 To be eligible for the award of Master of Community Rehabilitation (MCR rehab), a student enrolling directly into the Masters program must acquire 80CP as prescribed:
- gain 50CP for the prescribed courses; and
- gain 30CP for the electives.

14.5 The University’s standard minimum English language requirements for entry to this Postgraduate program will apply.

Recommendation:

14.6 The Academic Committee, on the recommendation of the Programs Committee, is asked to approve the Major Change / New Program Submission proposing to establish
a Master of Community Rehabilitation (5513) (to articulate with existing 3217 G Cert Community Rehabilitation), as detailed in 2008/0025756, for implementation in Semester 1, 2009.

For approval

15.0 GBS MAJOR CHANGE SUBMISSION (2008/0016774)
5158, 5159, 5162, 5163 MASTER OF BUSINESS ADMINISTRATION

15.1 The Academic Committee, on the recommendation of the Programs Committee (2/2008, May) is asked to consider the attached Major Change Submission proposing to expand the range of specialisations available in the Master of Business Administration (5158, 5159, 5163 and 5163), as detailed in 2008/0016774, for implementation in Semester 2, 2008.

15.2 This proposal seeks to introduce the Educational Leadership specialisation within the MBA (5158/5159 and 5162/5163) only and as an articulation point for graduates of the Graduate Certificate in Educational Leadership who meet the MBA admission requirements.

15.3 Increasingly, educational leaders such as principals are required to have a thorough understanding of the areas of specialisation found in the MBA, as well as an educational focus. The primary market for this specialisation is senior school teachers in, or moving towards, management positions.

15.4 Students from the Faculty of Education who have completed the 3230 Graduate Certificate in Educational Leadership program will have a formal articulation agreement with the MBA program where students will receive 40CP of advanced standing for courses successfully completed from this program. Students must however, meet the MBA admission requirements.

15.5 It is also proposed to offer this as a specialisation within the MBA. There are only a handful of universities in Australia offering this specialisation currently, and a gap in the market exists in Queensland. It is anticipated that the first participants for this program will enter the MBA Educational Leadership specialisation in Semester 2 2008.

15.6 There are no changes to degree requirements or admission requirements.

Recommendation:

15.7 The Academic Committee, on the recommendation of the Programs Committee (2/2008, May) is asked to approve the Major Change Submission proposing to expand the range of specialisations available, as detailed in 2008/0016774, for implementation in Semester 2, 2008.

For approval

16.0 BPS MAJOR CHANGE SUBMISSION (2008/0005777)
3207 GRADUATE CERTIFICATE IN CLINICAL SCIENCE
5471 MASTER OF CLINICAL SCIENCE
5472 MASTER OF CLINICAL SCIENCE WITH HONOURS

16.1 The Academic Committee, on the recommendation of the Programs Committee (2/2008, May) is asked to consider the attached Major Change Submission proposing changes to the Graduate Certificate in Clinical Science (3207), the Master of Clinical Science (5471) and the Master of Clinical Science with Honours (5472), as detailed in 2008/0005777, for implementation in Semester 2, 2008.

16.2 The School is seeking to make several amendments including:
   - revise program titles to:
     - Graduate Certificate in Clinical Science (Clinical Microbiology/Clinical Physiology),
     - Master of Clinical Science (Clinical Microbiology/Clinical Physiology) and
16.3 With a significant change in the School's staff profile in 2007 (loss of 2 academic staff with specialist expertise and responsibility for the Clinical Biochemistry specialisation), and due to low student demand, the Clinical Biochemistry specialisation can no longer be supported from School resources and needs to be withdrawn.

16.4 There are no other changes to the programs, degree and admission requirements.

16.5 No students will be disadvantaged as a result of these changes.

Recommendation:

16.6 The Academic Committee, on the recommendation of the Programs Committee (2/2008, May) is asked to approve the Major Change Submission proposing changes to the Graduate Certificate in Clinical Science (3207), the Master of Clinical Science (5471) and the Master of Clinical Science with Honours (5472), as detailed in 2008/0005777, for implementation in Semester 2, 2008.

For approval

17.0 ENG MAJOR CHANGE SUBMISSION (2008/0005778)
3205 GRADUATE CERTIFICATE IN ENGINEERING
5467 MASTER OF ENGINEERING
5469 MASTER OF ENGINEERING WITH ADVANCED STUDIES

17.1 The Academic Committee, on the recommendation of the Programs Committee (2/2008, May) is asked to consider the attached Major Change Submission proposing to withdraw the Coastal Engineering major from the Graduate Certificate in Engineering (3205), the Master of Engineering (5467) and the Master of Engineering with Advanced Studies (5469), as detailed in 2008/0005778, for implementation in Semester 2, 2008.

17.2 The Griffith School of Engineering is seeking to withdraw the Coastal Engineering major due to ongoing low enrolments in this speciality area. Currently, there is one student enrolled in the Master of Engineering in Coastal Engineering on a part-time basis. The Program Convenor will make necessary transitional arrangements so that the student can graduate in a timely manner.

Recommendation:

17.3 The Academic Committee, on the recommendation of the Programs Committee (2/2008, May) is asked to approve the Major Change Submission proposing to withdraw the Coastal Engineering major from the Graduate Certificate in Engineering (3205), the Master of Engineering (5467) and the Master of Engineering with Advanced Studies (5469), as detailed in 2008/0005778, for implementation in Semester 2, 2008.

18.0 NRS SPECIAL PURPOSE SUBMISSION (2007/0012375)
1161, 1162, 1165 B NURSING

18.1 The Academic Committee, on the recommendation of the Programs Committee (9/2007, November) is asked to consider the attached Special Purpose Submission proposing changes to the Bachelor of Nursing program (1161, 1162, 1165), as detailed in 2007/0025758, for implementation in Semester 1 2009.

18.2 It is proposed the Bachelor of Nursing program be excluded from the language of instruction provisions of the Admission Policy for Undergraduate Programs (Section 3.8), which specify exception from English language requirements for international students in circumstances where:

“Secondary studies were completed in a country other than those specified above within the past five years, and the language of instruction for those
18.3 The University approved English language requirements for entry into the Bachelor of Nursing program are a minimum overall band score of 7.0 on IELTS (International English Language Testing System) with no sub-score of less than 6.5, effective Semester 1 2009. Griffith International have advised that international students entering the program under the ‘language of instruction’ provisions of the Admission Policy for Undergraduate Programs are not required to demonstrate that they meet the standard or specified English language requirements for entry into programs.

18.4 It is necessary to seek this exception to the language of instruction provisions of University policy for the Bachelor of Nursing program, as:
- the University has a duty of care to the community,
- due regard must be given to the professional integrity and standing of the program
- the University must ensure preservation of the relationship with the agencies involved in providing the professional placement, and
- the University has a duty to ensure students accepted into the program have the required level of English to successfully undertake the clinical component. (The clinical courses are designated courses. A fail grade may result in exclusion from the program). In this regard, University and hospital staff have consistently reported that international students, for whom English is a second language and who have IELTS less than 7.0, experience a high degree of difficulty in fulfilling the stringent clinical requirements of the program due to poor English skills.

18.5 Consultations have occurred with Griffith International regarding the proposed exception to the language of instruction provisions for the Bachelor of Nursing program, to take effect from Semester 1 2009.

**Recommendation:**

18.6 The Programs Committee, on the recommendation of the Griffith Health Board (Faculty) (9/2007, 24 October 2007) is asked to recommend to the Academic Committee the attached Special Purpose Submission proposing changes to the Bachelor of Nursing program (1161, 1162, 1165), as detailed in 2007/0025758, for implementation in semester 1 2009.

**For approval**

19.0 **DOH SPECIAL PURPOSE SUBMISSION (2008/0004771)**

**1260 BACHELOR OF ORAL HEALTH AND DENTAL TECHNOLOGY**

19.1 The Academic Committee, on the recommendation of the Programs Committee (2/2008, May) is asked to consider the attached Special Purpose Submission proposing to change the admission requirements for the Bachelor of Oral Health and Dental Technology (1260), as detailed in 08/0004771, for implementation in Semester 1, 2009.

19.2 The School of Dentistry and Oral Health is seeking to remove the requirement for students to sit the UMAT and ISAT tests as admission requirements; this should assist the program in improving intake numbers from 2009.

19.3 The School advises that there are no transitional requirements and it is proposed to make the change in 2008 to affect the 2009 intake.

**Recommendation:**

19.4 The Academic Committee, on the recommendation of the Programs Committee (2/2008, May), is asked to approve the Special Purpose Submission proposing to change the admission requirements for the Bachelor of Oral Health and Dental Technology (1260), as detailed in 08/0004771, for implementation in Semester 1, 2009.

**For approval**
20.0 HTH SPECIAL PURPOSE SUBMISSION (2008/0004766)
5433 MASTER OF MEDICAL RESEARCH

20.1 The Academic Committee, on the recommendation of the Programs Committee (2/2008, May) is asked to consider the attached Special Purpose Submission proposing to change the host element for the Master of Medical Research (5433), as detailed in 08/0004766, for implementation immediately.

20.2 The purpose of this submission is to change the program host from the School of Medical Science to Griffith Health. There are now three Schools (Medical Science, Pharmacy and Public Health) offering specialisations within this program and the coursework within the program is hosted at the Faculty rather than School level. Accordingly, the program is more appropriately hosted at the Faculty level.

20.3 The transfer of program host from a single School (Medical Science) to Griffith Health will improve program delivery and collaboration of the Schools involved in the program. A Master of Medical Research Program Committee will be established to ensure representation of involved Schools and continued improvement of program performance.

Recommendation:

20.4 The Academic Committee, on the recommendation of the Programs Committee (2/2008, May) is asked to approve the Special Purpose Submission proposing to change the host element for the Master of Medical Research (5433), as detailed in 08/0004766, for implementation immediately.

For approval

21.0 MSC/BPS SPECIAL PURPOSE SUBMISSION (2008/0004770)
1280, 1306 Bachelor of Medical Science

21.1 The Academic Committee, on the recommendation of the Programs Committee (2/2008, May) is asked to consider the attached Special Purpose Submission proposing to change the admission requirements for the Bachelor of Medical Science (1280, 1306), as detailed in 08/0004770, for implementation in 2008 for the 2009 intake.

21.2 The Bachelor of Medical Science is an intensive two-year pre-medical degree, only offered in accelerated mode, and includes Winter and Summer Semesters.

21.3 The current admission requirements for the Bachelor of Medical Science program preclude students who have previously attempted university study. A small amendment to the admission requirements is proposed to accommodate graduate students of the Queensland Academy for Health Sciences who are eligible for credit and seek entry into the Bachelor of Medical Science.

21.4 Students undertaking the International Baccalaureate program at the Queensland Academy for Health Sciences who have undertaken the equivalent of the Health Group’s Foundation Year courses will be eligible for credit towards first year courses.

21.5 Additionally, it is proposed to amend the admission requirements to advise that preference will be given to OP1-OP3 students. Currently, the admission requirements indicate preference will be given to OP1 students. This statement has had the unintended effect of deterring high achieving students, who are extremely academically capable and have additional desirable qualities (e.g. leadership skills, community involvement) from applying for entry as they are not confident they will achieve an OP1. Extending the preference range to OP1-OP3 should encourage more applications from high achieving, quality students.

Recommendation:

21.6 The Academic Committee, on the recommendation of the Programs Committee (2/2008, May) is asked to approve the Special Purpose Submission proposing to change the
admission requirements for the Bachelor of Medical Science (1280, 1306), as detailed in 08/0004770, for implementation in 2008 for the 2009 intake.

For approval

22.0 GBS SPECIAL PURPOSE SUBMISSION (2008/0016779)
5441/5506 MASTER OF COMMERCE (ADVANCED)

22.1 The Academic Committee, on the recommendation of the Programs Committee (2/2008, May) is asked to consider the attached Special Purpose Submission proposing amendment to the admission requirements for the Master of Commerce Advanced (5441, 5506), as detailed in 2008/0016779, for implementation in Semester 2, 2008.

22.2 It is proposed that the admission requirements be amended to “no direct entry into the program; entry by articulation only from the Master of Commerce 5439 (Nathan) or the Master of Commerce 5440 (Gold Coast) programs”.

22.3 As the Master of Commerce (Advanced) program may be perceived by the market to be an advanced level program, quality control is desired and for this reason the GBS seeks to implement the GPA rule of 4.5 for articulation into the Master of Commerce (Adv).

22.4 There are no transitional implications for current students. All students applying for admission into the Master of Commerce (Advanced) for entry from Semester 2, 2008 will be assessed utilising the new admission requirements. The GBS will honour any offers that have been made for direct entry to this program for semester 2 2008.

Recommendation:

22.5 The Academic Committee, on the recommendation of the Programs Committee (2/2008, May) is asked to approve the Special Purpose Submission proposing amendment to the admission requirements for the Master of Commerce Advanced (5441, 5506), as detailed in 2008/0016779, for implementation in Semester 2, 2008.

For approval

23.0 GBS SPECIAL PURPOSE SUBMISSION (2008/0016780)
3229 GRADUATE CERTIFICATE IN LOGISTICS AND SUPPLY CHAIN MANAGEMENT

23.1 The Academic Committee, on the recommendation of the Programs Committee (2/2008, May) is asked to consider the attached Special Purpose Submission proposing suspension of enrolments to the Graduate Certificate in Logistics and Supply Chain Management (3229) for 2008, as detailed in 2008/0016780, for implementation in Semester 1, 2008.

23.2 The Griffith Business School (GBS) is seeking to suspend enrolments in this program due to lower than expected interest in the program. The program was due for introduction in Semester 1 2008. This new program missed crucial promotional marketing deadlines for the 2008 intake. Therefore commencement in 2009 will allow for appropriate marketing and promotion to the undertaken.

23.3 The GBS also understands the market would embrace the program being offered in a number of modes to increase attractiveness to the domestic student market. The courses will be offered in both on-line and intensive on-campus modes. Discussions are also underway to offer the program via Open Universities Australia.

23.4 It is anticipated that the GBS will develop the program and associated courses for re-introduction in Semester 1, 2009.

Recommendation:

23.5 The Academic Committee, on the recommendation of the Programs Committee (2/2008, May) is asked to approve the Special Purpose Submission proposing
suspension of enrolments to the Graduate Certificate in Logistics and Supply Chain Management (3229) for 2008, as detailed in 2008/0016780, for implementation in Semester 1, 2008.

For approval

24.0 HTH SPECIAL PURPOSE SUBMISSION (2008/0025757)
1327 BACHELOR OF NURSING (POST REGISTRATION) (ABU DHABI)
1326 BACHELOR OF NURSING (ABU DHABI)

24.1 The Academic Committee, on the recommendation of the Programs Committee (1/2008, April), is asked to consider the attached Special Purpose Submission proposing changes to the Bachelor of Nursing (Post Registration, Abu Dhabi, 1327) and the Bachelor of Nursing (Abu Dhabi, 1326), as detailed in 2008/0025757, for implementation in September 2008 (Semester 1 in Abu Dhabi).

24.2 The Griffith Health Board (Faculty) is proposing the following changes:
- commencement of the program postponed from January 2008 to September 2008;
- changes to the program structure to accommodate the changed semester of commencement and;
- to ensure students have the necessary pre-requisite knowledge to successfully undertake the program.
- English language requirements to be in line with the standard for undergraduate programs ie. IELTS 6.0 for both the Bachelor of Nursing (Post-Registration, 1327) and Bachelor of Nursing (Abu Dhabi, 1326); the original submission proposed an IELTS of 6.5.

Recommendation:

24.3 The Academic Committee, on the recommendation of the Programs Committee (1/2008, April) to the Bachelor of Nursing (Post Registration, Abu Dhabi, 1327) and the Bachelor of Nursing (Abu Dhabi, 1326), as detailed in 2008/0025757, for implementation in September, 2008 (Semester 1 in Abu Dhabi).

For approval

25.0 PES SPECIAL PURPOSE SUBMISSION 2007/0025759
5320 MASTER OF PHYSIOTHERAPY

25.1 The Academic Committee, on the recommendation of the Programs Committee (8/2007, October) is asked to consider the attached Special Purpose Submission proposing changes to the Master of Physiotherapy (5320), as detailed in 2007/0025759, for introduction from semester 1 2009.

25.2 The School of Physiotherapy and Exercise Science proposes that from 2009 in addition to current admission requirements, applicants also will be required to complete a Selection Supplement Form; copies of the forms included with the attached submission

Recommendation:

25.3 The Academic Committee, on the recommendation of the Programs Committee (8/2007, October), is asked to approve the Special Purpose Submission proposing changes to the Master of Physiotherapy (5320), as detailed in 2007/0025759, for introduction from semester 1 2009.

For approval

SECTION V: MATTERS FOR NOTING AND WHERE APPROPRIATE, ACCEPTANCE OF RECOMMENDATIONS – OTHER MATTERS
26.0  GRIFFITH GRANTS FOR LEARNING AND TEACHING GUIDELINES

26.1 At its 3/2008 (April) meeting the Learning and Teaching Committee considered changes to the Griffith Grants for Learning and Teaching Guidelines, as detailed in the attached document (2008/0022017); one is a ‘clean’ copy and one contains ‘marked-up’ changes.

26.2 The Learning and Teaching Committee noted that the new two-stage process that the University had adopted in 2007 that consisted of an expression of interest, which if successful led to an invitation to submit a full application, had been well-received by the University.

Recommendation

26.3 The Academic Committee is asked to approve the changes to the Griffith Grants for Learning and Teaching Guidelines, as described in 2008/0022017, for implementation in 2008.

For approval

27.0  LEARNING AND TEACHING COMMITTEE CONSTITUTION

27.1 At its 3/2008 (April) meeting the Learning and Teaching Committee considered its Constitution and has proposed changes as described in 2008/0022012. Changes to the Constitution include the addition of membership categories and inclusion of the Committee of the Chairs of the Assessment Boards as a sub-committee of Learning and Teaching Committee.

Recommendation:

27.2 The Academic Committee is asked, on the recommendation of the Learning and Teaching Committee, to approve the revised Constitution for the Learning and Teaching Committee, as contained in 2008/0022012.

For approval

28.0  EXTERNAL REVIEW 12-MONTH PROGRESS REPORT – SCHOOL OF PUBLIC HEALTH

28.1 The purpose of 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.

28.2 The Report of the Committee Reviewing the Griffith University School of Public Health 21–24 August 2006 (2007/0000026) and the School of Public Health Review – Response to Review Recommendations (2007/0000027) were considered at the 2/2007 meeting of the Academic Committee. These documents are attached for members’ information.


Recommendation:

28.4 The Academic Committee is invited to offer feedback on the issues raised in the School of Public Health Review: Implementation Plan 12-Month Progress Report (2008/0016274). The Academic Committee is asked to recommend the documentation to the University Council.

For approval
29.0 PROGRAMS COMMITTEE ANNUAL REPORT, 2007

29.1 Attached is the Programs Committee Annual Report, 2007 (2008/0016275). This report has been endorsed by the Chair of Academic Committee.

For noting

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

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

30.1.1 Internationalisation Advisory Committee [1/2008]
30.1.2 Learning and Teaching Committee [2/2008, March].
30.1.3 Programs Committee [1/2008, December]
30.1.4 Research and Postgraduate Studies Committee [8/2007 and 1/2008]

For noting

31.0 OTHER BUSINESS

32.0 2008 COMMITTEE MEETING DATES

32.1 The Academic Committee is asked to note the schedule for meetings for the remainder of the year:

17 July
18 September
16 October
13 November
11 December

32.2 Meetings will be held via video-conference between Room -1.18 (Level -1) Business 2 Building (N72), Nathan campus and Room 1.04, The Chancellery (G34), Gold Coast campus

For noting