MINUTES

PRESENT:
Acting Chair – Professor Sally Borbasi
Professor Paula Baron
Professor Frank Clarke
Professor Paul Cleveland
Professor Graham Cuskelley
Mr Dave Edwards
Professor Kay Ferres
Dr Jenny Gamble
Dr Maureen Harrington
Dr Saras Henderson
Dr Ray Hibbins
Mr Nigel Hutton
Ms Julie Kennedy
Mr Sankalp Khanna
Professor Kerri-Lee Krause
Mr Sankalp Khanna
Mr Chris Madden
Professor Marilyn McMeniman
Ms Linda O’Brien
Ms Joanna Peters
Professor Peter Roennfeldt
Dr Louis Sanzogni
Professor Nerida Smith
Dr Peta Stevenson-Clarke
Associate Professor Stephen Stockwell
Associate Professor Clyde Wild
Professor Claire Wyatt-Smith

Secretary – Ms Lea-Anne Stafford

APOLOGIES:
Professor Ian O’Connor
Professor John Dewar
Professor Gillian Bushell
Dr Michael Blumenstein
Professor Nick Buys
Ms Renae Carrigg
Ms Rachel Chung
Professor Allan Cripps
Professor Joy Cumming
Professor Lesley Johnson
Associate Professor Alf Lizzio
Mr Colin McAndrew
Dr Ann McDonnell
Professor Ned Pankhurst
Professor Michael Powell
Dr Kate Shacklock
Ms Snez Stolic
Professor Bill Shepherd
Professor Sue Spence
Associate Professor Jay Younger

1.0 CONFIRMATION OF MINUTES

1.1 The minutes of the 5/2008 meeting of the Academic Committee were taken as read and confirmed.

2.0 MEMBERSHIP

2.1 Academic Committee welcomed to her first meeting of the Committee Ms Linda O’Brien, Pro Vice Chancellor (Information Services).

2.2 Academic Committee wished to place on record its appreciation of the contribution of Ms Janice Rickards to the work of Academic Committee during her time as Pro Vice Chancellor (Information Services).
2.3 Members noted as a result of the recent call for nominations for membership of Academic Committee, changes to membership for 2009 are as follows:

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<tr>
<th>Membership Category</th>
<th>Name</th>
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<tbody>
<tr>
<td>Heads of School or Department</td>
<td>Dr Louis Sangzoni (re-elected)</td>
</tr>
<tr>
<td></td>
<td>Professor Nerida Smith (re-elected)</td>
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<td>Nominations to fill the additional 2 positions will be called in early 2009.</td>
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<tr>
<td>Academic Staff Members</td>
<td>Dr Debbie Heck (AEL)</td>
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<td>Dr Carmel Herington (BUS)</td>
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<td>Dr Sarah Baker (AEL)</td>
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<td>Dr Mark Chappell (HTH)</td>
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<td>Dr Helen Blanchard (SEET)</td>
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<td>Postgraduate Students</td>
<td>Ms Anna Crump</td>
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<tr>
<td>Undergraduate Students</td>
<td>Ms Julie Kennedy (re-elected)</td>
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<td>Ms Samantha Cassell</td>
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<td>Ms Taleeha Lassen</td>
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<td>Mr Sage Perkins</td>
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<td>Ms Olivia Tran</td>
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SECTION A: RECOMMENDATIONS AND REPORTS TO COUNCIL

3.0 EXTERNAL REVIEW 18-MONTH PROGRESS REPORT – ACADEMIC ADMINISTRATION

3.1 The purpose of Support Service Divisional Reviews is to focus on the quality and management of services and the benefits provided to the University community. In particular, the review is future-focused and examines how the relevant support area can contribute most effectively to the University’s strategic directions.

3.2 The Academic Administration was reviewed in May 2006. The Report of the Committee Reviewing Griffith University Academic Administration – 22 - 26 May 2006 (2006/0040327), the Academic Administration Review 2006: Action on Recommendations (2006/0040328) and the 15 November 2006 minute extract from Executive Group were considered at the 1/2007 meeting of the Academic Committee. These documents were attached for members’ information.

3.3 Members had before them the Academic Administration 18 Month Final Report, (2008/0016302) and noted that Executive Group had endorsed this report (22 October 2008) with minor amendments approved by the Pro Vice Chancellor (Administration).

Resolution:

3.4 The Academic Committee resolved to recommend to the University Council the Academic Administration 18 Month Progress Report (2008/0016316) as attached.

4.0 AUQA IMPLEMENTATION PLAN

4.1 The AUQA Report of an Audit of Griffith University, Executive Summary was tabled at the 5/2008 meeting, members noting that the report is very positive, containing many commendations recognising our achievements and hard work over recent years. It contains 11 ‘Commendations’, 11 ‘Affirmations’ and 8 ‘Recommendations’.

4.2 Among the Commendations the Audit Panel recognised and endorsed:
   - the Griffith 2015 strategy,
   - progress towards improving our quality systems
   - the Uni-Reach program
   - the Disability Support Services
   - the work of the School of Nursing and Midwifery for their transnational Nursing programs offered in Singapore and Japan
   - the Succeeding@Griffith program for first year undergraduate students
4.3 The Affirmations are in areas already identified for improvement arising out of the first AUQA Audit in 2003. Three of the Affirmations are identified as urgent, with the last item below marked for attention before the end of 2008:
- 5. “… to focus on the redevelopment of the Nathan Campus …”
- 8. “… to review English language support …”
- 10. “… to defer the internationalisation of the curriculum audit … and … urges that it focuses on more than recruitment of international students on campus as being the main distinguishing characteristic of internationalisation at Griffith”.

4.4 The small number of Recommendations are in areas not already anticipated, of which one is urgent – that “… the University more clearly defines the distinctive characteristics of the Griffith undergraduate student experience, … communicate the Griffith Graduate attributes to prospective, commencing and enrolled students”.

4.5 The purpose of the implementation plan is to provide Academic Committee and Council with an assessment of progress to date with implementation of Affirmations and Recommendations, to identify the actions we will take to complete implementation, and to allocate accountability. Member noted that the report would be updated twice yearly and provide to the Academic Committee at its June and November meetings.

4.6 The Academic Committee is the responsible body for ensuring appropriate implementation of the AUQA affirmations and recommendations and that action is undertaken within specific time frames. To this end, an implementation plan endorsed by Executive Group (5 November 2008) (2008/0016305) was presented to members and the Committee was charged with reviewing the plan and providing comments that might assist in its refinement. Members gave their endorsement to the actions outlined within the document and noted that it would next proceed to Council.

Resolution:

4.7 The Academic Committee resolved to recommend to the University Council the AUQA Implementation Plan (2008/0016305).

SECTION B: ACTION UNDER DELEGATED AUTHORITY

5.0 ENGLISH LANGUAGE STRATEGY

5.1 At the September Academic Committee a paper titled Enhancing English Competency of International Students at Griffith University was tabled, with advice that members would have the opportunity to discuss and make comment on this proposal at the next meeting. Members had before them a revised version of that paper (2008/0016304) which was endorsed by Executive Group on 24 September 2008.

5.2 Members welcomed to the meeting, Ms Margaret Casey, Director of the Griffith English Language Institute (GELI). Ms Casey outlined the Strategy, indicating that the proposal is designed to significantly enhance English language support for students, particularly, but not exclusively, for international students. Key components of the Strategy include:
- an optional 3-week pre-entry English language preparation program being trialled for a small number of international students in semester 1, 2009;
- a compulsory ‘for credit’ English language (EFC) course for all Griffith international students who have not obtained an IELTS (International English Language Testing Score) greater than or equal to 7 (and no sub-score below 6.5). Details are yet to be finalised about exemptions;
- additional English HELP programs and English Immersion Experiences;
optional subsidised IELTS exit testing.

5.3 The Acting Chair tabled, for the information of members, a set of draft Good Practice Principles for English Language Competence of International Students in Australian Universities, the outcome of a recent AUQA project.

5.4 The Committee was advised of the establishment of a sub-committee to assist the English Language Working Party to prepare guidelines and criteria to help Groups develop ‘English for credit’ (EFC) courses and play an EFC course accreditation role.

5.5 In response to queries about the Strategy’s intent, the Acting Chair stated there are no plans to change the University’s English language entry requirements but rather to offer a range of options to those who have not achieved an IELTS equal to or greater than 7 (with no sub-scores below 6.5) once they have already met the minimum admission requirements for a program.

5.6 Committee members applauded the Strategy as a positive approach to enhancing English language competency and recognised the complexity involved in its implementation. Discussion and questions centred on the type of programs for which the Strategy ought to apply in 2010; consideration for faculties that must take account of professional registration IELTS requirements; issues related to domestic students and matters of equity.

5.6.1 Type of Programs to which the Strategy Applies

The Committee noted that RHD candidates will not be required to undertake EFC courses although optional programs such as EnglishHELP will be available more broadly than at present.

Members highlighted a range of programs for which the introduction of an EFC course would pose a challenge – postgraduate course work programs, for instance, those one year or less in duration, and especially where credit has been granted; undergraduate ‘top up’ programs where significant credit arrangements with partner institutions require students to complete a maximum of 80CP of Griffith courses.

It was agreed that a trial involving undergraduate onshore programs in 2010 would be beneficial before rolling out the Strategy more broadly to ‘top up’ undergraduate programs, postgraduate coursework and research higher degree programs. Where postgraduate program convenors would like to participate in the first stage of the strategy’s implementation, it was recommended they be encouraged to do so.

5.6.2 Teacher registration issue

The Dean, Education expressed concern about implications for the Education Faculty arising from professional registration requirements and the significant proportion of Education international students for whom English is their first language. Three issues were of particular concern: (a) how the Strategy would benefit the Faculty when admission to Education programs requires an IELTS higher than is the focus of the Strategy; (b) the need for Education graduates to provide evidence of an IELTS score of 7 with no sub-score less than 7 for teacher registration; and, (c) subsequent effects on the Faculty budget.

5.6.3 Domestic student issues and issues of equity

The Committee debated the issues related to making EFC courses available for domestic students. The English Language Working Party was asked to give close consideration to the following recommendations and points raised by the Committee:
- As a means of ensuring the intent of the Strategy is strengthened, it is not recommended that EFC courses be available initially to domestic students except those from non-English speaking backgrounds (NESB) who meet specific criteria, and that the Working Party give consideration to the method by which NESB domestic students can be identified, informed about and encouraged to take up available EFC courses and other optional language competency help programs. It was noted that the Working Party had considered the use of a screening test to assist with this task but upon review, this did not appear to be the most effective use of resources.

- There is a need to address potential equity issues arising from the introduction EFC courses for one part of a program’s student cohort only. It was accepted that it will be a more complex issue for postgraduate or tightly structured professional programs.

- Members discussed the value of discipline-based, content-specific EFC courses versus EFC courses introduced primarily to improve language proficiency. It was recognised that the application of language within context can be challenging and would be more important for some programs than others, in particular those where program content is influenced by industry registration requirements. The Committee noted that some faculties were planning to introduce a discipline-specific advanced communication skills course for all students as one way of addressing equity issues, discipline-specific knowledge and English language proficiency needs.

- While members felt it was important to encourage student participation in the 3-week pre-entry English language preparation program and other support initiatives, they commented there ought not to be an assumption that it would lead to an increased IELTS score.

- Members sought advice about program progression in the event that a student fails the EFC course.

5.6.4 Other matters raised

In discussing the 2009 pilot of the 3-week pre-entry English Language preparation Program, Ms Casey agreed to respond to queries about the possible extension of the trial to the Logan Campus, and ensuring that interested Heads of School receive details about the pilot for inclusion in school-specific communications to students.

Members noted that an IELTS exit testing trial had been run this year and that results would be presented at a future meeting. It was also noted that comparisons would be run on IELTS entry and exit test results in future years as one means of evaluating the Strategy’s effectiveness.

Resolution

5.7 The Academic Committee resolved to endorse the document Enhancing English Competency of International Students at Griffith University and to refer the following advice to English Language Working Party for action:

5.7.1 Ask the English Language Working Party to prepare an implementation and communication plan for rolling out the strategy in 2010 to undergraduate on campus programs (with the exception of ‘top up’ programs) and to postgraduate coursework programs where they wish to participate, as described in paragraph 5.6.1 above. Regular progress updates on implementation are to be provided to the Academic Committee.

5.7.2 To consider trialling the optional 3-week pre-entry English language preparation program on Logan campus as well as Nathan and Gold Coast, if a cohort is available.
5.7.3 To give consideration to the comments and recommendations made by the Academic Committee, as described in paragraph 5.6 above, in implementing the strategy.

6.0 GRIFFITH UNIVERSITY CODE FOR THE RESPONSIBLE CONDUCT OF RESEARCH - PART A

6.1 The purpose of the Griffith University Code for the Responsible Conduct of Research is to guide the University and researchers in responsible research practices. It is the University’s response to the Australian Code for the Responsible Conduct of Research written by the National Health and Medical Council and developed in partnership with the Australian Research Council and Universities Australia.

6.2 Dr Gary Allen and Mr Chris Rose’Meyer were welcomed to the meeting to introduce this item. A briefing paper on the Griffith University Code for the Responsible Conduct of Research Part A was also provided with the papers before the Committee.

6.3 Dr Allen outlined the impetus for the code and the process for developing Griffith’s response to date. The Committee noted that Griffith had taken a pragmatic approach in its response to ensure compliance with the National Code.

6.4 The Committee discussed the implications arising out of a stronger focus on institutional responsibility, especially across the areas of research training and induction, supervision as well as a raised level of importance being placed on available resource materials. To that end, Dr Allen advised that resources (including a website), procedures and guidance material would be formulated as the next step to implementing the Code. He also indicated that Group consultations would occur in early 2009 to discuss resource matters. Members noted that a 12-month review was planned.

6.5 There was some discussion about the proposed Retention Schedule which specifies minimum retention periods for various types of research. The Committee commented on the advantages of encouraging researchers to make their data available in the longer term to other researchers and the implications for informing research participants.

6.6 The Committee also discussed the issue of authorship and the need to ensure that students acknowledge the University when their research is published. Dr Allen advised that such information would be provided in forthcoming resource materials.

6.7 Members noted that Part B of the Code, on misconduct matters, would be presented to the Academic Committee at a future meeting after consideration by Executive Group and the Research and Postgraduate Studies Committee.

Resolution

6.8 The Academic Committee, on the recommendation of the Research and Postgraduate Studies Committee (7/2008) resolved to approve the following policy and annexure:

- Annexure to the Griffith University Code for the Responsible Conduct of Research that is the Schedule of Retention Periods for Research Data and Primary Materials (see Section 6.1 of the University Code.) (2008/0016313).

7.0 PROGRAM PLANNING, DEVELOPMENT, APPROVAL AND REVIEW

7.1 The Head of the Secretariat was welcomed to the meeting to speak to this item. She advised that in March 2006 the University received the Final Report on the Project Streamline – Programs Approval review from PhillipsKPA and a number of actions
have been taken to implement its recommendations, one of which was to develop an integrated and strategic approach to program planning and review.

7.2 It was noted that the previous AUQA audit had also made recommendations about the University’s approach to program evaluation.

7.3 Learning and Teaching Committee, in October 2007, considered some changes to the program planning, development and review processes and subsequently established a working party to develop the format of the Annual Program Monitoring Review and Improvement Report (APRIR).

7.4 In response to the outcomes of the APRIR Working Party, and as requested by the Learning and Teaching Committee, further revisions have been made to the document Program Planning, Development, Approval and Review Processes (2008/0016306). As a result of these revisions:
- from 2009, all new programs will receive University (internal) approval for a period of 5 years;
- a review date for each new program will be set 5 years from the year of the programs introduction with flexibility to link an internal approval to a scheduled external accreditation process where relevant;
- a shorter or longer period of internal program accreditation may be recommended to Academic Committee by Programs Committee;
- on the basis of annual program monitoring, the program convenor may recommend that a program review date (5 years) be brought forward or extended;
- from 2010 the Deputy Vice Chancellor (Academic) will approve a set of programs or discipline areas for each Group that need to be reviewed under the conditions of the five (5) year review process. These programs are expected to be advised to Groups by December 2008.

7.5 The changes simplify the program review process by removing the need for a Dean’s report and using the online program management system to facilitate the APRIR approval path.

7.6 During 2008 a trial of the APRIR using the Program Management System was endorsed by the Learning and Teaching Committee for a small number programs across each Group selected by Deans (Learning and Teaching). This trial is now under way prior to full University implementation of the APRIR process in 2009. Initial feedback from participants has been positive.

7.7 Two Curriculum Review Tools (Internationalisation of the Curriculum and Work Integrated Learning) have been introduced as part of the Annual Program Review and Improvement Process trial for the first time this year for all program convenors. These tools seek an assessment from program convenors of the number of courses that contain international dimensions and include work integrated learning activities within the program they convene.

7.8 The Committee queried the timing for completion of the Curriculum Review Tools and the approval path they would take. Ms van Haeringen advised that the tools are to be completed by 6 February 2009 and sent to the relevant Dean before being forwarded to the University’s Program Accreditation Officer.

7.9 In discussing the Program Planning, Development, Approval and Review Processes (2008/0016306) document:

7.9.1 Members commented on a possible cross-over of responsibilities between the roles of Dean (Academic) and Dean/Deputy Dean (Learning and Teaching) and suggested the footnotes be replaced with a reference to the ‘relevant Dean’ to simplify the process and cater for different management responsibilities across the Groups.
7.9.2 It was suggested that it be made clearer within the document that equivalent programs, such as Open University Australia programs, be reviewed concurrently.

Resolution

7.10 The Academic Committee, on the recommendation of the Learning and Teaching Committee (7/2008) resolved to approve the following documents and resulting changes to the Annual Program Review process:

a) Program Planning, Development, Approval and Review Processes (2008/0016317) subject to the recommended revisions described in paragraph 5.8 above.

b) Annual Program Monitoring Review and Improvement Report (2008/0016307)

c) Curriculum Audit Tools (2008/0016308 and 2008/0016309)

d) Transnational Program Audit Proforma (2008/00163010)

e) Review of Transnational Program Providers (2008/0016311)

7.11 The Academic Committee, on the recommendation of the Learning and Teaching Committee (7/2008) resolved to disestablish the following documents:

f) Principles for the Griffith Framework for Evaluating Programs, Courses & Teaching (2005/0025005)

g) Guidelines for Program Evaluation (2007/0000059)

h) Performance Indicators to be included in Annual Program monitoring Reports for Undergraduate Programs (01/0420)

i) Guidelines for Interpreting Performance Indicators (01/0421)

j) Undergraduate Program Performance Issues that might Require Further Evidence

k) Example of an Annual Program Monitoring Report

l) Dean/Provost and Director’s Annual Program Review Report

m) Factors that may need to be considered in Program Monitoring or Evaluation (01/0426).

7.12 The Academic Committee, on the recommendation of the Learning and Teaching Committee (7/2008) resolved to approve the University-wide implementation of the Annual Program Review and Improvement Report and the rollout of the two Curriculum Audit Tools in 2009, subject to refinements based on evaluation of feedback from 2008 trial participants.

8.0 CCJ PROGRAM WITHDRAWAL SUBMISSION (2008/0017568)

3150 GRADUATE CERTIFICATE IN CRIME AND VIOLENCE PREVENTION

Resolution

8.1 The Academic Committee, on the recommendation of the Programs Committee (7/2008, October) resolved to approve the submission proposing to withdraw the Graduate Certificate in Crime and Violence Prevention, as detailed in 2008/0017568 for implementation in Semester 1, 2009.

9.0 HSV FULL PROGRAM PROPOSAL (2008/0025783)

3232 GRADUATE CERTIFICATE IN MENTAL HEALTH PRACTICE

5475 MASTER OF MENTAL HEALTH PRACTICE

5509 MASTER OF MENTAL HEALTH PRACTICE WITH HONOURS

Resolution:
9.1 The Academic Committee, on the recommendation of the Programs Committee 5/2008 (August), resolved to approve the Full Program Proposal to offer the Graduate Certificate of Mental Health Practice (GCertMentHPrac, 3232), Master of Mental Health Practice (MMentHPrac, 5475) and Master of Mental Health Practice with Honours (MMentHPrac Hons, 5509) as detailed in 2008/0025783 for implementation in Semester 1, 2009.

10.0 NRS NEW PROGRAM SUBMISSION (2008/0025765)
5515 MASTER OF ACUTE CARE NURSING (OUA)

Resolution:

10.1 The Academic Committee, on the recommendation of the Programs Committee 3/2008 (29 May) resolved to approve the New Program Submission proposing to offer a Master of Acute Care Nursing (MAcuteCareN) through Open Universities Australia, as detailed in 2008/0025765, for introduction in Semester 1, 2009.

11.0 ART MAJOR CHANGE SUBMISSION (2008/0025789)
1017/1088 BACHELOR OF COMMUNICATION

Resolution:

11.1 The Academic Committee, on the recommendation of the Programs Committee 6/2008 (September), resolved to approve the Major Change Submission proposing changes to the Bachelor of Communication (1017, 1088), as detailed in 2008/0025789, for implementation in Semester 1, 2009.

12.0 GBS MAJOR CHANGE SUBMISSION (2008/0016837)
1289 BACHELOR OF BUSINESS (HOTEL, TOURISM, EVENT, REAL ESTATE & PROPERTY, SPORT)
1290 BACHELOR OF BUSINESS (HOTEL, TOURISM, EVENT, REAL ESTATE & PROPERTY, SPORT)

Resolution:

12.1 The Academic Committee on the recommendation of the Programs Committee (7/2008, October) resolved to approve the Major Change Submission proposing changes to the existing Bachelor of Business (Hotel, Tourism, Event, Real Estate and Property) (1289/1290) as detailed in 2008/0016837, for implementation in Semester 1, 2009.

13.0 ENG MAJOR CHANGE SUBMISSION (2008/0005827)
1310 BACHELOR OF ENGINEERING (GC)
1320 BACHELOR OF ENGINEERING (ADVANCED WITH HONOURS) (GC)

Resolution:

13.1 The Academic Committee, on the recommendation of the Programs Committee (7/2008, October) resolved to approve the Major Change Submission proposing changes to the existing Bachelor of Engineering (1310) and the Bachelor of Engineering (Advanced with Honours) (1320) with a new award major as detailed in 2008/0005827, for implementation Semester 1, 2009.

14.0 ENG MAJOR CHANGE SUBMISSION (2008/0005828)
1311 BACHELOR OF ENGINEERING (NC)
1320 BACHELOR OF ENGINEERING (ADVANCED WITH HONOURS) (NC)

Resolution:

14.1 The Academic Committee, on the recommendation of the Programs Committee (7/2008, October) resolved to approve the Major Change Submission proposing
changes to the existing Bachelor of Engineering (1311/1320) with a new award major as detailed in 2008/0005828, for implementation in Semester 1, 2009.

15.0 GBS MAJOR CHANGE SUBMISSION (2008/0025790)
5385 MASTER OF INFORMATION SYSTEMS (ADVANCED)

Resolution:

15.1 The Academic Committee, on the recommendation of the Programs Committee 6/2008 (September), resolved to approve the Major Change Submission proposing to offer the Graduate Certificate in eMarketing (3235 – GCerte-Mark) and increase the credit point value of the Master of Information Systems (Advanced) (5385 – MInfSys), as detailed in 2008/0025790, for implementation in Semester 1, 2009.

16.0 GIHE MAJOR CHANGE SUBMISSION (2008/0025797)
3044 GRADUATE CERTIFICATE IN HIGHER EDUCATION

Resolution:

16.1 The Academic Committee, on the recommendation of the Programs Committee 7/2008 (October), resolved to approve the Special Purpose Submission, proposing changes to the Graduate Certificate in Higher Education (3044) as detailed in 2008/0025797 for implementation in Semester 1, 2009.

17.0 GBS SPECIAL PURPOSE SUBMISSION (2008/0016778)
3202 GRADUATE CERTIFICATE IN RISK MANAGEMENT

Resolution:

17.1 The Academic Committee, on the recommendation of the Programs Committee 7/2008 (October) resolved to approve the Special Purpose Submission proposing changes to the Graduate Certificate in Risk Management (3202) as detailed in 2008/0016778, for implementation Semester 1, 2009.

18.0 NRS SPECIAL PURPOSE SUBMISSION (2008/0004857)
1251 BACHELOR OF NURSING (POST REGISTRATION)

Resolution:

18.1 The Academic Committee, on the recommendation of the Programs Committee 7/2008 (October) resolved to approve the Special Purpose Submission proposing changes to the existing Bachelor of Nursing (Post Registration) (1251) as detailed in 2008/0004857, for implementation in Semester 1, 2009.

19.0 QCA SPECIAL PURPOSE SUBMISSION (2008/0025788)
1189 BACHELOR OF DESIGN

Resolution:

19.1 The Academic Committee, on the recommendation of the Programs Committee 5/2008 (August), resolved to approve the Special Purpose Submission proposing to impose a quota on the number of students admitted to the Visual Communication Design major in the Bachelor of Design (1189) as detailed in 2008/0025788, for implementation in Semester 1, 2009.

20.0 GBS SPECIAL PURPOSE SUBMISSION (2008/0025781)
5457 INTERNATIONAL MASTER OF BUSINESS ADMINISTRATION

Resolution:
20.1 The Academic Committee, on the recommendation of the Programs Committee 4/2008 (July) resolved to approve the Special Purpose Submission proposing changes to the International Master of Business Administration (5457), as detailed in 2008/0025781, for implementation in Semester 2, 2008.

21.0 LAW SPECIAL PURPOSE SUBMISSION (2008/0016834)
1137 BACHELOR OF LAWS (GRADUATE ENTRY) (NC)
1141 BACHELOR OF LAWS (GRADUATE ENTRY) (GC)

Resolution

21.1 The Academic Committee, on the recommendation of the Programs Committee (7/2008, October) resolved to approve the Special Purpose Submission, proposing an increase to the required GPA for the Bachelor of Laws (Graduate Entry) (1137, 1141 – LLB) as detailed in 2008/0016834 for implementation in Semester 1, 2010.

22.0 EPS SPECIAL PURPOSE SUBMISSION (2008/0025775)
5121 MASTER OF TEACHING – PRIMARY (GC)
5434 MASTER OF TEACHING – SECONDARY (GC)
4035 GRADUATE DIPLOMA OF EDUCATION – PRIMARY (GC)
4030 GRADUATE DIPLOMA OF EDUCATION – PRIMARY (MG)
4145 GRADUATE DIPLOMA OF EDUCATION – MIDDLE YEARS (GC)
4144 GRADUATE DIPLOMA OF EDUCATION – MIDDLE YEARS (MG)
4138 GRADUATE DIPLOMA OF EDUCATION – SECONDARY (GC)
4137 GRADUATE DIPLOMA OF EDUCATION – SECONDARY (MG)

Resolution

22.1 The Academic Committee, on the recommendation of the Programs Committee (7/2008, October) resolved to approve the Special Purpose Submission proposing to increase IELTS for the Master of Teaching (Primary and Secondary (5121/5434) and the Graduate Diploma of Education (Primary/MiddleYears/Secondary (35/4030/4145/4144/4138/4137) for implementation in Semester 1, 2010.

SECTION C: RECOMMENDATIONS AND REPORTS TO OTHER COMMITTEES

SECTION D: MATTERS NOTED, CONSIDERED OR REMAINING UNDER DISCUSSION

23.0 VICE CHANCELLOR’S FORUM AND QUESTION TIME

23.1 Members noted the Vice Chancellor’s report to the October meeting of Council.

24.0 CHAIRPERSON’S REPORT

24.1 The Acting Chair provided a report on the following matters:

24.1.1 Towards 2015 – University Budget 2009 – 2011
- The University budget was approved at the October meeting of Council. It contains funding for major initiatives including English language support for international students and increased support for international student exchanges, as well as the sustainability loan fund to promote improvements in sustainability in the operation of our campuses. The full document is available from the Vice Chancellor’s web page.

24.1.2 Draft Strategic Plan 2009 – 2013
- The draft Strategic Plan 2009 – 2013 is available for perusal from the VC’s website. The Plan seeks to give expression to Griffith 2015. Staff
comments are welcome. A revised Plan will be presented to Council in December.

24.1.3 **ARC Major Grant announcements**
- The Acting Chair was pleased to advise that Griffith has consolidated its position as number 2 in Queensland in the recent ARC major grant round and has finished in the top 12 nationally.

24.1.4 **NHMRC Grant announcements**
- The Acting Chair was pleased to report that 7 Griffith academics have been successful in receiving NHMRC funding.

24.1.5 **VSU Announcement**
- The Government has announced that it will reinstate the compulsory amenities levy. Members noted that specific details are still to come.

24.1.6 **Celebrating Teaching Week 2008**
- Members who attended indicated the week had been a great success, with the Blended Learning Showcase being a highlight. Formal evaluation and attendance numbers will be presented to the Learning and Teaching Committee in December.
- The OUA training day for OUA convenors and tutors was also reported as successful.
- It was noted that Celebrating Teaching week in 2009 would be meeting free to enable even greater participation.

24.1.7 **Compacts Paper**
- The Acting Chair foreshadowed the imminent release of this Government paper.

24.1.8 **Bradley Review**
- A final report is anticipated by mid December 2008. It is expected to include recommendations about changes to funding and student load being allocated by student demand. It was noted that it is likely to affect some measures in the May 2009 budget but that the extent of the affect is still unclear.

25.0 **OTHER BUSINESS**

25.1 Mr Nigel Hutton advised it would be his last meeting as an undergraduate student representative and took the opportunity to thank Committee members for their support and the opportunity for him to take on this role during 2008. Members thanked him for his contribution to the work of the Committee and wished him well as he takes up a scholarship position at an overseas institution.

26.0 **FORUM FOR STUDENT SUCCESS**

26.1 In June 2008, the Forum for Student Success was held to examine the outcomes of key initiatives undertaken over the last eight years that focussed on student retention and the student experience.

26.2 The Committee noted the report from this Forum outlining recommendations for future actions (2008/0016314).

27.0 **REPORTS OF SUB-COMMITTEES OF THE ACADEMIC COMMITTEE AND OTHER COMMITTEES**

27.1 The minutes and/or action sheets of the following Committees were noted:
- Internationalisation Advisory Committee [4/2008]
28.0 **2008 COMMITTEE MEETING DATES**

28.1 The Academic Committee noted the last scheduled meeting for the remainder of the year:

*11 December.

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

Confirmed: .............................................................
(Chair) ........................................................................
Date: 11 December 2008