A meeting of the Academic Committee of the Griffith University Council was held at 1.30pm on Thursday 12 November 2009 with a video-conference between Room -1.18 (Level -1) Business 2 Building (N72), Nathan campus; Room 1.04, The Chancellery (G34), Gold Coast campus; and Room 2.10, Griffith South Bank Graduate Centre (S07), South Bank campus.

Lea-Anne Stafford
Secretary
SECTION A: RECOMMENDATIONS AND REPORTS TO COUNCIL

4.0 ACADEMIC INTEGRITY FRAMEWORK

4.1 At its October 2007 meeting, Council approved a new Institutional Framework for Promoting Academic Integrity among Students for trial in Semester 2, 2007 in the Faculties of Arts and Education as well as the Science, Environment, Engineering and Technology Group.

4.2 At its May 2008 meeting, Council approved that the trial be rolled out for application to all undergraduate and relevant postgraduate students of the University in Semester 2, 2008. This trial was further extended by Council until the end of Semester 1, 2009 to allow the University to carry out a full evaluation of the new Academic Integrity Framework in February/March 2009. This timing was necessitated by the restricted availability of staff and students to contribute to the evaluation during the December-January period.

4.3 The December 2008 meeting of Council noted that a final evaluation report, as well a recommendation on whether the Academic Integrity Framework be fully implemented in Semester 2, 2009, was to be brought back to Council (through the Academic Committee) for consideration at a later date.

4.4 Academic Committee members in April 2009 indicated their in-principle support for the intent of the revised Academic Integrity Framework and agreed to forward the Review Report to the University Council to note the University’s progress in this area.

4.5 At that time, Academic Committee members recommended that the draft policy and revised Academic Integrity Framework be circulated to Faculty and academic Group boards for comment prior to consideration by the University’s lawyers.

4.6 The Academic Committee also recommended the extension of the University-wide trial of the Academic Integrity Framework in Semester 2, 2009. It was noted that an extended trial would provide a valuable opportunity to bring together all of the Academic Integrity issues including policy revisions, change management and system requirements that need to be addressed for effective implementation of the Framework.

4.7 The Academic Registrar was identified as the responsible officer for ensuring that the system development, policy amendments and consultation proceed as part of the ongoing trial. Consequently, members were advised that any further feedback about the documents, trial or framework was to be provided to the Academic Registrar.

4.8 As agreed at the 2/2009 meeting, the Academic Registrar introduced revised documentation on the Academic Integrity Framework and associated policies to Academic Committee members for their final endorsement and for forwarding to Council.

4.9 Members noted that wide University consultation has occurred via Faculty and Group Boards and policy drafting has occurred in line with academic Group consultation and legal advice received.

4.10 The Academic Registrar highlighted the following key points with the assistance of the Head of the Secretariat, Ms Karen van Haeringen who was welcomed to the meeting for this item:

a) These policies apply to undergraduate and postgraduate coursework students only. Until new arrangements are established for research higher degree (RHD) candidates, the existing Academic Misconduct Policy will be annotated with the statement that it remains in operation for RHD candidates only and will continue to be published on the Policy Library.
b) The appointment of a continuing Student Academic Integrity Co-ordinator in 2010 will provide ongoing consistency in application of the Framework and the policy.

Development of the Academic Integrity system is on track for implementation in Semester 1, 2010.

d) Group consultation led to a number of suggestions for improving the Framework and Policy, as represented in the revised papers before the Committee. These included a new visual flow chart, a roles and responsibilities section, hyperlinks to terms such as “academic transcript” and “academic record” to definitions in the Policy Library glossary.

e) Tier 1 and Tier 2 cases of academic misconduct are defined under section 5.0 Seriousness of Student Academic Misconduct within the Institutional Framework for Promoting Academic Integrity and the Seriousness Matrix has been modified to state that a case is determined to be either a Tier 1 or a Tier 2 case on the basis of a qualitative assessment integrating the four dimensions of type, extent, experience and intent.

f) One of the Tier 1 Educational Responses has been modified from a “reduced mark” to “allocate a mark” for the student's assessment item, based on the portion of the assessment item unaffected by the academic misconduct.

g) There is only a one-step appeals process for both Tier 1 and Tier 2 cases.

h) The Assessment Committee replaces the former Committee of Chairs of Assessment.

4.11 Committee members discussed the implementation of the Framework including the support provision for program convenors and possible integration between Academic Integrity and Amber Risk Assessment processes via the role of the Student Academic Integrity Co-ordinator. The need for a clear change management approach was also highlighted.

4.12 Three minor amendments were recommended by Committee members:

a) In the Institutional Framework for Promoting Academic Integrity Among Students:
   - Redraft one example in column 2 of the Seriousness Matrix to provide greater clarity about re-using parts of previous assignments as follows: “resubmitting recycling parts of previous assignments without permission from the University”;
   - Remove the name of the specific text-matching product currently used by Griffith to enable greater flexibility.

b) In the Student Academic Misconduct Policy, revise the flow chart headings “Tier 1” and “Tier 2” so they are clearly aligned with the appropriate business process.

4.13 The Chair expressed her appreciation and congratulations to all those involved in the development of such an exemplary project.

Resolution

4.14 The Academic Committee recommends the following documentation be forwarded to Council for adoption in Semester 1, 2010 subject to the minor amendments described in paragraph 4.12 above:

a) The rescission of the Policy on Academic Misconduct (2007/0010760) except as it applies to Research Higher Degree students

b) A new Student Academic Misconduct Policy (2009/0003281);

c) A revised Institutional Framework for Promoting Academic Integrity Among Students (2009/0005828 revised);

d) revised Policy on Student Grievances and Appeals (2009/0003269).
SECTION B: ACTION UNDER DELEGATED AUTHORITY

5.0 AMENDMENT TO THE HUMAN RESEARCH ETHICS COMMITTEE CONSTITUTION

Resolution

5.1 On the recommendation of the 7/2009 Research and Postgraduate Studies Committee (13 October 2009), the Academic Committee resolved to approve proposed revisions to the Human Research Ethics Committee Constitution (2009/0005827) that extend Committee membership to the Coordinator, Indigenous Research Network, or nominee.

6.0 COURSE PROFILE REQUIREMENTS POLICY

6.1 The Deputy Vice Chancellor (Academic) has sponsored the redevelopment of two systems supporting the University’s course approval and evaluation process:

- The replacement of Griffith’s Course Outline System with a Course Profile System enabling curriculum mapping of learning outcomes and graduate attributes; and
- The replacement of the existing Student Evaluation of Courses (SEC)/Student Evaluation of Teaching (SET) instruments and Evaluations@Griffith using Acid Green software.

6.2 The introduction of these new systems has required reconsideration, and in some cases, modification of existing principles, processes and requirements as documented in the Course Approval and Evaluation Policy (2007/0000056).

6.3 The Learning and Teaching Committee’s 5/2009 (17 August 2009) meeting acknowledged that and formed the Integration of Course Management Working Party to address key policy issues relating to both systems.

6.4 As the first stage in the staggered rollout of the new Course Profile system and template, the fifty-two (52) courses set out in the attached (2009/0003290) will be implementing the new course profile system in semester 1, 2010. Full University implementation of the new Course Profile system will occur in Semester 2, 2010. To facilitate the staggered implementation, a Course Profile Requirements document (2009/003289) has been developed.

6.5 The Learning and Teaching Committee recommend that University-wide implementation of the Griffith Graduate Attributes take place in Semester 2, 2010 and only those courses involved in stage 1 of the rollout of the Course Profile System map the new graduate attributes in Semester 1, 2010.

6.6 Previously modifications to the Course Outline Requirements document (2005/0025004) were required to be considered by the Academic Committee. It is now proposed that approval of this document be delegated to the Academic Registrar.

Resolution:

6.7 The Academic Committee, on the recommendation of the 7/2009 Learning and Teaching Committee (26 October 2009), resolved to approve:

a) the adoption of the Course Profile Requirements document (2009/003298) for stage one roll out of the Course Profile system in Semester 1, 2010 to operate concurrently with the existing Course Outline Requirements document (2005/0025004) in Semester 1, 2010;

b) the University-wide implementation of Griffith Graduate Attributes from Semester 2, 2010 and only those courses involved in stage 1 of the rollout of the Course Profile System map the new graduate attributes in Semester 1, 2010; and
c) the delegation of approval of modifications to the Course Outline Requirements document (2005/0025004) to the Academic Registrar as well as its rescission at a suitable time.

7.0 GBS WITHDRAWAL SUBMISSION (2009/0004056)
1335 BACHELOR OF BUSINESS (ACCELERATED)

Resolution:

7.1 The Academic Committee, on the recommendation of the Programs Committee (8/2009, October) resolved to approve the disestablishment of the Bachelor of Business (Accelerated) (1335), as detailed in 2008/0004056 from Trimester 1, 2010.

8.0 PHM FULL PROGRAM PROPOSAL (2009/0007312)
5549 MASTER OF CLINICAL PHARMACY

Resolution

8.1 The Academic Committee, on the recommendation of the Programs Committee (8/2009, October), resolved to approve:
- the establishment of the Clinical Pharmacy (MClinPharm 5549), as detailed in 2009/0007312, for introduction in trimester 1, 2010.
- an accreditation period of 5 years to 2014 for the program; a five-year program review is to be completed and forwarded to Programs Committee before the end of 2014.

9.0 LAW FULL PROGRAM PROPOSAL (2009/0007310)
1365, 1366 BACHELOR OF LAWS [NA, GC]

Resolution

9.1 The Academic Committee, on the recommendation of the Programs Committee (7/2009, September), resolved to approve:
- the establishment of the Bachelor of Laws (LLB, 1365/1366), as detailed in 2009/0007310, for introduction in semester 1 2010;
- an accreditation period of 5 years to 2014 for the program; a five-year program review is to be completed and forwarded to Programs Committee before the end of 2014.

10.0 DOH MAJOR CHANGE SUBMISSION (2009/0002592)
1262 BACHELOR OF ORAL HEALTH IN ORAL HEALTH THERAPY

Resolution

10.1 The Academic Committee, on the recommendation of the Programs Committee (8/2009, October), resolved to approve the proposed changes to the Bachelor of Oral Health in Oral Health Therapy (1262), as detailed in 2009/0002592, for implementation in semester 1, 2010.
11.0 ENG MAJOR CHANGE SUBMISSION (2009/0001320)
1310/1311 BACHELOR OF ENGINEERING [GC, NA]
1320 BACHELOR OF ENGINEERING (ADVANCED STUDIES WITH HONOURS)

Resolution

11.1 The Academic Committee, on the recommendation of the Programs Committee (8/2009, October), resolved to approve proposed changes to the Bachelor of Engineering (1310 GC, 1311 NA) and Bachelor of Engineering (Advanced Studies with Honours) (1320), as detailed in 2009/0001320, for implementation in semester 1, 2010.

12.0 HUM MAJOR CHANGE SUBMISSION (2009/0003085)
1253/1254 BACHELOR OF JOURNALISM [NA, GC]

Resolution

12.1 The Academic Committee, on the recommendation of the Programs Committee (8/2009, October), resolved to approve proposed changes to the Bachelor of Journalism (1253 NA, 1254 GC), as detailed in 2009/0003085, for implementation in semester 1, 2010.

13.0 GBS MAJOR CHANGE SUBMISSION (2009/0007311)
1288/1034 BACHELOR OF BUSINESS
1307/1308 GRIFFITH BUSINESS SCHOOL DOUBLE DEGREE

Resolution:

13.1 The Academic Committee, on the recommendation of the Programs Committee (8/2009, October), resolved to approve proposed changes to the Bachelor of Business (1288 NA, 1034 GC) and Griffith Business School Double Degree (1307 NA, 1308 GC), as detailed in 2009/0007311, for implementation in semester 1, 2010.

14.0 HSV MAJOR CHANGE SUBMISSION (2009/0002570)
1095 BACHELOR OF HUMAN SERVICES IN CHILD AND FAMILY STUDIES

Resolution:

14.1 The Academic Committee, on the recommendation of the Programs Committee (8/2009, October), resolved to approve proposed changes to the Bachelor of Child and Family Studies (1095), as detailed in 2009/0002570, for implementation in semester 1, 2010.

15.0 HSV MAJOR CHANGE SUBMISSION (2009/0002594)
1244 BACHELOR OF CHILD AND FAMILY STUDIES/BACHELOR OF EDUCATION - PRIMARY

Resolution

15.1 The Academic Committee, on the recommendation of the Programs Committee (8/2009, October), resolved to approve proposed changes to the Bachelor of Child and Family Studies/Bachelor of Education – Primary (1244), as detailed in 2009/0002594, for implementation in semester 1, 2010.
16.0 EPS SPECIAL PURPOSE SUBMISSION (2009/0007313)
5463 MASTER OF DRAMA EDUCATION (OFF-SHORE HONG KONG)
5362 MASTER OF DRAMA EDUCATION WITH HONOURS (OFF-SHORE HONG KONG)

Resolution:

16.1 The Academic Committee, on the recommendation of the Programs Committee (7/2009, September), resolved to approve proposed changes to the Master of Drama Education (5463) and Master of Drama Education with Honours (5362) both offered in Hong Kong, as detailed in 2009/0007313, for implementation in semester 1 2010.

17.0 DOH SPECIAL PURPOSE SUBMISSION (2009/0002580)
1259 BACHELOR OF ORAL HEALTH IN DENTAL SCIENCE
1260 BACHELOR OF ORAL HEALTH IN ORAL HEALTH THERAPY
1262 BACHELOR OF ORAL HEALTH IN DENTAL TECHNOLOGY

Resolution

17.1 The Academic Committee, on the recommendation of the Programs Committee (8/2009, October), resolved to approve proposed changes to the Bachelor of Oral Health in Dental Science (1259), Bachelor of Oral Health in Oral Health Therapy (1260) and Bachelor of Oral Health in Dental Technology (1262), as detailed in 2009/0002580, for implementation in semester 1 2010.

18.0 DOH SPECIAL PURPOSE SUBMISSION (2009/0002519)
1259 BACHELOR OF ORAL HEALTH IN DENTAL SCIENCE
1260 BACHELOR OF ORAL HEALTH IN ORAL HEALTH THERAPY

Resolution

18.1 The Academic Committee, on the recommendation of the Programs Committee (8/2009, October), resolved to approve proposed changes to the Bachelor of Oral Health in Dental Science (1259) and Bachelor of Oral Health in Oral Health Therapy (1260), as detailed in 2009/0002519, for implementation in semester 1, 2011.

19.0 PSY SPECIAL PURPOSE SUBMISSION (2009/0002593)
1014/1178 BACHELOR OF PSYCHOLOGY
2004/2033 BACHELOR OF PSYCHOLOGICAL SCIENCE WITH HONOURS

Resolution

19.1 The Academic Committee, on the recommendation of the Programs Committee (8/2009, October), resolved to approve proposed changes to the Bachelor of Psychology (1014 GC, 1178 MG) and Bachelor of Psychological Science with Honours (2004 GC, 2033 MG), as detailed in 2009/0002593, for implementation in semester 1, 2010.

20.0 PHM SPECIAL PURPOSE SUBMISSION (2009/0002585)
4146 GRADUATE DIPLOMA OF PHARMACEUTICAL SCIENCE

Resolution

20.1 The Academic Committee, on the recommendation of the Programs Committee (8/2009, October), resolved to approve proposed changes to the Graduate Diploma of Pharmaceutical Science (4146), as detailed in 2009/0002585, for implementation in semester 1, 2010.
21.0 QCA SPECIAL PURPOSE SUBMISSION (2009/0003097)
2081 BACHELOR OF DIGITAL MEDIA WITH HONOURS

Resolution
21.1 The Academic Committee, on the recommendation of the Programs Committee (8/2009, October), resolved to approve proposed changes to the Bachelor of Digital Media with Honours (2081), as detailed in 2009/0003097, for implementation in semester 1, 2010.

22.0 QCA SPECIAL PURPOSE SUBMISSION (2009/0003096)
2041 BACHELOR OF PHOTOGRAPHY WITH HONOURS

Resolution
22.1 The Academic Committee, on the recommendation of the Programs Committee (8/2009, October), resolved to approve proposed changes to the Bachelor of Photography with Honours (2041), as detailed in 2009/0003096, for implementation in semester 1, 2010.

23.0 QCA SPECIAL PURPOSE SUBMISSION (2009/0003093)
2043 BACHELOR OF DESIGN WITH HONOURS

Resolution
23.1 The Academic Committee, on the recommendation of the Programs Committee (8/2009, October), resolved to approve proposed changes to the Bachelor of Design with Honours (2043), as detailed in 2009/0003093, for implementation in semester 1, 2010.

24.0 QCA SPECIAL PURPOSE SUBMISSION (2009/0003092)
2061 BACHELOR OF CONTEMPORARY AUSTRALIAN INDIGENOUS ART WITH HONOURS

Resolution
24.1 The Academic Committee, on the recommendation of the Programs Committee (8/2009, October), resolved to approve proposed changes to the Bachelor of Contemporary Australian Indigenous Art with Honours (2061), as detailed in 2009/0003092, for implementation in semester 1, 2010.

25.0 GFS SPECIAL PURPOSE SUBMISSIONS (2009/0003094) and (2009/0003089)
2074 BACHELOR OF FILM AND SCREEN MEDIA WITH HONOURS

Resolution
25.1 The Academic Committee, on the recommendation of the Programs Committee (8/2009, October), resolved to approve proposed changes to the Bachelor of Film and Screen Media with Honours (2074), as detailed in 2009/0003094 and 2009/0003089, for implementation in semester 1, 2010.

26.0 GFS SPECIAL PURPOSE SUBMISSION (2009/0003091)
2035 BACHELOR OF ANIMATION WITH HONOURS

Resolution
26.1 The Academic Committee, on the recommendation of the Programs Committee (8/2009, October), resolved to approve proposed changes to the Bachelor of Animation with Honours (2035), as detailed in 2009/0003091, for implementation in semester 1, 2010.
27.0  ENG SPECIAL PURPOSE SUBMISSION (2009/0001321)
1318/1319 BACHELOR OF ENGINEERING TECHNOLOGY [GC, NA]

Resolution

27.1 The Academic Committee, on the recommendation of the Programs Committee (8/2009, October), resolved to approve proposed changes to the Bachelor of Engineering Technology (1318 GC, 1319 NA), as detailed in 2009/0001321, for implementation in semester 1, 2010.

28.0  ENG SPECIAL PURPOSE SUBMISSION (2009/0001319)
1310/1311 BACHELOR OF ENGINEERING [GC, NA]
1323/1324 BACHELOR OF ENGINEERING/BACHELOR OF INFORMATION TECHNOLOGY [GC, NA]
1321/1322 BACHELOR OF ENGINEERING/BACHELOR OF SCIENCE [GC, NA]
1320 BACHELOR OF ENGINEERING (ADVANCED STUDIES WITH HONOURS)
1329 BACHELOR OF ENGINEERING (ENVIRONMENTAL ENGINEERING)/BACHELOR OF BUSINESS (MANAGEMENT)
1078 BACHELOR OF ENGINEERING (CIVIL ENGINEERING)/BACHELOR OF BUSINESS (MANAGEMENT)

Resolution

28.1 The Academic Committee, on the recommendation of the Programs Committee (8/2009, October), resolved to approve proposed changes to the Bachelor of Engineering program suite, as detailed in 2009/0001319, for implementation in semester 1, 2010.

29.0  CCJ VARIATION TO 1115 BACHELOR OF PSYCHOLOGICAL SCIENCE/BACHELOR OF CRIMINOLOGY AND CRIMINAL JUSTICE (2009/0003067)

Resolution:

29.1 The Academic Committee, on the recommendation of the Programs Committee (8/2009, October), resolved to approve the variations to the Bachelor of Psychological Science/Bachelor of Criminology and Criminal Justice (1115), as detailed in 2009/0003067.

30.0  PHM VARIATION TO 1242 BACHELOR OF PHARMACEUTICAL SCIENCE AND 1352 BACHELOR OF CLINICAL PHARMACY (2009/0002587)

Resolution:

30.1 The Academic Committee, on the recommendation of the Programs Committee (8/2009, October), resolved to approve the variations to the Bachelor of Pharmaceutical Science (1242) and Bachelor of Clinical Pharmacy (1352), as detailed in 2009/0002587.

31.0  QCGU ENGLISH LANGUAGE ENHANCEMENT SPECIAL PURPOSE SUBMISSION
1195 BACHELOR OF MUSIC TECHNOLOGY (2009/0003076)

Resolution:

31.1 The Academic Committee, on the recommendation of the Programs Committee (8/2009, October), resolved to approve proposed changes to the Bachelor of Music Technology (1195), as detailed in 2009/0003076, for implementation semester 1, 2010.
32.0 QCGU ENGLISH LANGUAGE ENHANCEMENT SPECIAL PURPOSE SUBMISSION
1196 BACHELOR OF POPULAR MUSIC (2009/0003077)

Resolution:

32.1 The Academic Committee, on the recommendation of the Programs Committee (8/2009, October), resolved to approve proposed changes to the Bachelor of Popular Music (1196), as detailed in 2009/0003077, for implementation semester 1, 2010.

33.0 QCGU ENGLISH LANGUAGE ENHANCEMENT SPECIAL PURPOSE SUBMISSION
1266 BACHELOR OF MUSIC STUDIES (2009/0003078)

Resolution:

33.1 The Academic Committee, on the recommendation of the Programs Committee (8/2009, October), resolved to approve proposed changes to the Bachelor of Music Studies (1266), as detailed in 2009/0003078, for implementation semester 1, 2010.

34.0 QCGU ENGLISH LANGUAGE ENHANCEMENT SPECIAL PURPOSE SUBMISSION
1268 BACHELOR OF MUSIC (2009/0003075)

Resolution:

34.1 The Academic Committee, on the recommendation of the Programs Committee (8/2009, October), resolved to approve proposed changes to the Bachelor of Music (1268), as detailed in 2009/0003075, for implementation semester 1, 2010.

35.0 CCJ ENGLISH LANGUAGE ENHANCEMENT SPECIAL PURPOSE SUBMISSION
1112 BACHELOR OF CRIMINOLOGY AND CRIMINAL JUSTICE (2009/0003068)

Resolution:

35.1 The Academic Committee, on the recommendation of the Programs Committee (8/2009, October), resolved to approve proposed changes to the Bachelor of Criminology and Criminal Justice (1112), as detailed in 2009/0003068, for implementation semester 1, 2010.

36.0 SEET ENGLISH LANGUAGE ENHANCEMENT SPECIAL PURPOSE SUBMISSION
1330 BACHELOR OF SCIENCE (ADVANCED WITH HONOURS)
1342 BACHELOR OF SCIENCE (ADVANCED) [EXIT POINT ONLY]

Resolution:

36.1 The Academic Committee, on the recommendation of the Programs Committee (8/2009, October), resolved to approve proposed changes to the Bachelor of Science (Advanced with Honours) (1330) and Bachelor of Science (Advanced) [Exit point only] (1342), as detailed in 2009/0001314, for implementation semester 1, 2010.

37.0 ENG ENGLISH LANGUAGE ENHANCEMENT SPECIAL PURPOSE SUBMISSION
1078 BACHELOR OF ENGINEERING (CIVIL ENGINEERING)/BACHELOR OF BUSINESS (MANAGEMENT)
1329 BACHELOR OF ENGINEERING (ENVIRONMENTAL ENGINEERING)/BACHELOR OF BUSINESS (MANAGEMENT)

Resolution:

37.1 The Academic Committee, on the recommendation of the Programs Committee (8/2009, October), resolved to approve proposed changes to the Bachelor of Science with Honours (Accelerated) (1334), as detailed in 2009/0001322, for implementation semester 1, 2010.
38.0 ENV ENGLISH LANGUAGE ENHANCEMENT SPECIAL PURPOSE SUBMISSION
1086 BACHELOR OF URBAN AND ENVIRONMENTAL PLANNING
1087 BACHELOR OF URBAN AND ENVIRONMENTAL PLANNING/BACHELOR OF
SCIENCE (ENVIRONMENT) (2009/0001300)

Resolution:

38.1 The Academic Committee, on the recommendation of the Programs Committee
(7/2009, September), resolved to approve proposed changes to the Bachelor of
Urban and Environmental Planning (1086) and Bachelor of Urban and
Environmental Planning/Bachelor of Science (Environment) (1087), as detailed in
2009/0001300, for implementation in semester 1 2010.

39.0 BPS ENGLISH LANGUAGE ENHANCEMENT SPECIAL PURPOSE SUBMISSION
1334 BACHELOR OF SCIENCE WITH HONOURS (ACCELERATED)

Resolution:

39.1 The Academic Committee, on the recommendation of the Programs Committee
(8/2009, October), resolved to approve proposed changes to the Bachelor of
Science with Honours (Accelerated) (1334), as detailed in 2009/0001315, for
implementation semester 1, 2010.

40.0 BPS ENGLISH LANGUAGE ENHANCEMENT SPECIAL PURPOSE SUBMISSION
1264 BACHELOR OF FORENSIC SCIENCE

Resolution:

40.1 The Academic Committee, on the recommendation of the Programs Committee
(8/2009, October), resolved to approve proposed changes to the Bachelor of
Forensic Science (1264), as detailed in 2009/0001313, for implementation semester 1,
2010.

41.0 BPS ENGLISH LANGUAGE ENHANCEMENT SPECIAL PURPOSE SUBMISSION
1240 BACHELOR OF PHOTONICS AND NANOSCIENCE

Resolution:

41.1 The Academic Committee, on the recommendation of the Programs Committee
(8/2009, October), resolved to approve proposed changes to the Bachelor of
Photonics and Nanoscience (1240), as detailed in 2009/0001312, for
implementation semester 1, 2010.

42.0 BPS ENGLISH LANGUAGE ENHANCEMENT SPECIAL PURPOSE SUBMISSION
1210 BACHELOR OF SCIENCE

Resolution:

42.1 The Academic Committee, on the recommendation of the Programs Committee
(8/2009, October), resolved to approve proposed changes to the Bachelor of
Science (1210), as detailed in 2009/0001311, for implementation semester 1, 2010.

43.0 BPS ENGLISH LANGUAGE ENHANCEMENT SPECIAL PURPOSE SUBMISSION
1031 BACHELOR OF BIOMEDICAL SCIENCE

Resolution:

43.1 The Academic Committee, on the recommendation of the Programs Committee
(8/2009, October), resolved to approve proposed changes to the Bachelor of
Biomedical Science (1031), as detailed in 2009/0001310, for implementation
semester 1, 2010.
44.0 BPS ENGLISH LANGUAGE ENHANCEMENT SPECIAL PURPOSE SUBMISSION  
1028 BACHELOR OF AVIATION  

Resolution:  

44.1 The Academic Committee, on the recommendation of the Programs Committee  
(8/2009, October), resolved to approve proposed changes to the Bachelor of Aviation (1028), as detailed in 2009/0001309, for implementation semester 1, 2010.

45.0 BPS ENGLISH LANGUAGE ENHANCEMENT SPECIAL PURPOSE SUBMISSION  
1348/1349 BACHELOR OF BIOMOLECULAR SCIENCE (ADVANCED) [NA, GC]  
1350 BACHELOR OF BIOMOLECULAR SCIENCE [EXIT POINT ONLY]  

Resolution:  

45.1 The Academic Committee, on the recommendation of the Programs Committee  
(8/2009, October), resolved to approve proposed changes to the Bachelor of Biomolecular Science (Advanced) (1348 NA, 1349 GC) and Bachelor of Biomolecular Science [exit point only] (1350), as detailed in 2009/0001316, for implementation semester 1, 2010.

46.0 GBS ENGLISH LANGUAGE ENHANCEMENT SPECIAL PURPOSE SUBMISSION  
1307/1308 GRIFFITH BUSINESS SCHOOL DOUBLE DEGREE PROGRAM [NA, GC]  

Resolution:  

46.1 The Academic Committee, on the recommendation of the Programs Committee  
(8/2009, October), resolved to approve proposed changes to the Griffith Business School Double Degree Program (1307 NA, 1308 GC), as detailed in 2009/0004061, for implementation semester 1, 2010.

SECTION C: RECOMMENDATIONS AND REPORTS TO OTHER COMMITTEES  

Nil.

SECTION D: MATTERS NOTED, CONSIDERED OR REMAINING UNDER DISCUSSION  

47.0 AMBER RISK ASSESSMENT STRATEGY  

47.1 In Semester 1, 2009 the relevant Dean in each Faculty or Group was charged  
with the development of an Amber Risk Assessment Strategy for implementation  
in weeks 6-8 focused on students who failed to submit their first assessment item  
or who performed poorly in their first assessment item. Implementation of the  
Amber Risk Assessment Strategy across the University was initially required to  
meet Standard 10 of the National Code of the Education Services for Overseas  
Students Act 2003.

47.2 Prior to implementation of the strategy the workload issues for both academic and  
general staff were acknowledged and an evaluation strategy was developed as set  
out in the document Review of the Amber Risk Assessment Process in Semester 1,  
2009 (2009/0003284) and adopted by the Learning and Teaching Committee in  
June 2009.

47.3 As the evaluation report was not due to be completed before the commencement of  
semester 2, academic groups received advice the Amber Risk Assessment Strategy  
was to continue in its current format in semester 2, 2009.
47.4 Academic Committee members had before them for noting the report *Evaluation of the Amber Risk Assessment Process in Semester 1, 2009* (2009/0003297). At the October meeting of Learning and Teaching Committee (7/2009) meeting, report recommendations were noted and some amendments to the recommendations proposed.

47.5 Recognising that a key recommendation is to streamline business processes to reduce workload requirements, the Learning and Teaching Committee is currently seeking advice from the Supporting University Teaching & Learning (SUTL) Portfolio Board in relation to a system solution (Starfish Student Retention Solution) for implementation in Semester 1, 2010. A range of information about the Starfish solution was provided for the information of Academic Committee.

47.6 In discussing the papers before the Committee, a number of issues about the Amber Risk Assessment strategy were raised and debated by Committee members. These included the need for broader consultation, resource and workload implications, streamlining of Amber Risk Assessment administration and the contents of the Evaluation Report itself. Additionally, the Committee debated the efficacy of Amber Risk Assessment strategy. The Academic Registrar spoke to the administrative aspects of the process.

47.7 Some discussion was held about the introduction of *SmartThinking*, to facilitate greater availability of suitable interventions for students at risk.

47.8 Given the range of views expressed about the contents and recommendations in the Report, members concurred with a suggestion by the Chair that the Report be noted but the recommendations within the report not be adopted as further analysis and consultation is required.

47.9 Given that the time for preparation of course outlines is November, the Committee recognised the Amber Risk Assessment Strategy for the purpose of ensuring ESOS compliance, will need to continue in its current format in semester 1, 2010.

47.10 The Committee noted that the Dean in each Group or Faculty is responsible for the strategy and in this context each Group/Faculty need to determine whether their ARA strategy will identify only international students or both international and domestic students in Semester 1, 2010.

48.0 REVIEW OF LEARNING AND TEACHING COMMITTEE AND ITS SUB-COMMITTEES

48.1 The committee arrangements for supporting learning and teaching in the University were last reviewed in early 2005. That review was conducted for the purpose of establishing a committee structure that would support the implementation of the University’s Academic Plan, meet the Commonwealth’s expanding teaching and learning agenda – National Learning and Teaching Performance Fund (NLTPF) and the Carrick Institute’s extended grants and awards scheme.

48.2 The Commonwealth Governments strategy - *Transforming Australia’s Higher Education System* - brings new challenges to the learning and teaching portfolio, including:

- Introduction of TEQSA from 2010 to drive improved standards of teaching and learning for students;
- New performance funding from 2012, to reward institutions that meet agreed targets in key areas such as improving the quality of teaching and learning;
Increased funding from 2010 to support students from low socio-economic backgrounds; and
New governance arrangements to strengthen the relationship between higher education and vocational education to produce integrated responses to the needs of students.

48.3 In order to respond to these issues and to ensure the University’s academic governance arrangements remain effective and efficient, it was resolved at the Learning and Teaching Committee’s 7/2009 (26 October 2009) meeting that a small group would review the:

- constitution and membership of the Learning and Teaching Committee;
- relationship of Learning and Teaching Committee with other sub-committees of Academic Committee;
- relationship of Learning and Teaching Committee with the Deans’ Forum;
- the sub-committees that report to the Learning and Teaching Committee, both in terms of their number and portfolios; and
- related working parties and fora.

48.4 Members had before them a diagram of Academic Committee and its sub-committees.

48.5 The small working group is expected to undertake a self-analysis of the Learning and Teaching Committee and its sub-committees and provide input into the broader review of Academic Committee and its sub-committees that is to take place in 2010.

49.0 VICE CHANCELLOR’S FORUM AND QUESTION TIME

49.1 The Acting Vice Chancellor spoke to reports, updated members on issues of importance and took questions, with or without notice.

Australian Learning and Teaching Council (ALTC) Award
- Warm congratulations to Professor Amanda Henderson on her appointment as an Australian Learning and Teaching Council (ALTC) Discipline Scholar in the Health discipline. This is a very prestigious and competitive national award.

Reinvigoration of Succeeding@Griffith
- The Chair advised members of the establishment of a working party to look at reinvigorating Succeeding@Griffith including the development of a shared conceptual language and framework to reflect the full lifecycle of student engagement with the University and a long-term action plan for change.

Sessional Staff Working Party
- The Chair informed members about the role that a new Griffith Working Party will have in examining and making recommendations about support for sessional staff at the University. With the goal of integrating a number of current individual projects in this area, the Working Party will be informed by good practice principles identified via an ALTC-funded RED Report (Recognition, Enhancement, Development) – The Contribution of Sessional Teaching to Higher Education, available from the following website:


**Innovative Research Universities Australia (IRUA) Group Meeting**

- A recent meeting of IRUA members considered initiatives proposing joint teaching possibilities in the Science discipline, specifically in Mathematics and Physics.

50.0 **CHAIRPERSON’S REPORT**

50.1 The Chair reported on the following matters of interest that have arisen since the previous meeting.

- **Compacts**
  - The University held initial discussions with staff from the Department of Education, Employment and Workplace Relations (DEEWR) and the Department of Innovation, Industry, Science and Research (DIISR) at the end of October about the framework for developing Compacts. Initial agreement documents will be submitted to DEEWR in the next week.
  - DEEWR has established an Indicator Working Group to develop indicators for Compacts.
  - Targets will be established around performance in learning and teaching during 2010 once indicators have been set. The University’s staircase model will add value to this process.

- **Universities Australia Meeting of DVCs (Academic)**
  - The Chair reported on discussions at the recent Universities Australia meeting of Deputy Vice Chancellors (Academic). Key themes included measurement of academic standards and English language strategies.
  - Members noted that academic standards will be the focus of an Academic Committee strategic discussion early in 2010 given the significant impact it is likely to have on all universities.

- **Review of Academic Committee and its Sub-Committees**
  - The Chair advised that a review of Academic Committee and all of its sub-committees and working parties would commence at the beginning of 2010. An external consultant is likely to be engaged to facilitate this review.
  - Members were invited to provide input in forming suitable terms of reference for the review.

51.0 **DEPUTY CHAIRPERSON’S REPORT**

51.1 The Deputy Chair reported on the following matters of interest that have arisen since the previous meeting.

- **Open Universities Australia (OUA)**
  - The Deputy Chair reported a significant increase in OUA undergraduate and postgraduate student demand in 2009.
  - The recently revised constitution of the Griffith University/OUA Committee gives its members a more strategic focus than its predecessor.

- **English Language Enhancement Strategy Update**
  - The Deputy Chair updated members on the implementation of the English Language Enhancement Strategy and tabled a working document that maps the University’s achievements in this area against DEEWR’s *Good Practice Principles for English Language Proficiency for International Students in Australian Universities*.
  - The increasing number of international research higher degree candidates was flagged as a potential future need for English language support.
  - In response to a query about access to EnglishHELP, the Deputy Chair agreed to provide figures on student demand and access for the information of members at the next meeting.
Transnational Education Matters
- The Committee was informed of the recent success of a Griffith Transnational Education Forum held on 9 October. The Deputy Chair indicated that a number of issues arising out of the forum may be relevant to the work of the University’s Internationalisation Advisory Committee.
- A resource compiled by the Deputy Chair, Professor Michelle Barker, Dr Ray Hibbins and Dr Peter Woods entitled, Preparation for Teaching Offshore: A Guide was tabled for the information of members. This document will soon be accessible on the Griffith website.
- In line with the University’s requirements to regularly review its offshore program offerings, a transnational education audit of selected offshore programs will commence shortly. Each review addresses a clearly defined checklist and begins with a desk audit by the Program Convenor followed by a site visit from two Programs Committee members to the offshore location.

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

52.1 The minutes and/or action sheets of the following Committees were noted:
   a) Learning and Teaching Committee (6/2009)
   b) Programs Committee (8/2009).

53.0 OTHER BUSINESS

53.1 Nil.

54.0 2009 COMMITTEE MEETING DATES

54.1 The Academic Committee noted the final meeting for 2009 is scheduled for 1.30pm on Thursday 10 December 2009 with a video-conference between Room -1.18 (Level -1) Business 2 Building (N72), Nathan campus; Room 1.04, The Chancellery (G34), Gold Coast campus; and Room 2.10, Griffith South Bank Graduate Centre (S07), South Bank campus. Members also noted that it is a starred meeting and will only proceed if urgent business requires.

55.0 2010 COMMITTEE MEETING DATES

55.1 Members noted the 2010 schedule of meetings. Meetings are held on Thursdays from 1.30pm – 4.00pm with a video-conference between Gold Coast and Nathan campuses.

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<th>Meeting Dates</th>
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*meeting will proceed only if urgent business requires