A meeting of the Academic Committee of the Griffith University Council was held at 10.00am on Thursday 20 September 2012 in 2.01 / 2.02, Bray Centre (N54), Nathan campus.

Tasha Langham
Secretary

MINUTES

PRESENT:
Chair – Professor Sue Spence
Professor Richard Bagnall
Professor Sue Berners-Price
Dr Caryl Bosman
Professor Gillian Bushell
Professor Nick Buys
Professor Frank Clarke
Ms Kaye Dillon
Professor Elaine Duffy
Professor Glenn Finger
Professor Lorelle Frazer
Professor Cliff Goddard
Ms Kathy Grigic
Professor Alf Lizzio
Associate Professor Wendy Loughlin
Mr Colin McAndrew
Professor Peter Milburn
Associate Professor Reza Monem
Ms Linda O'Brien
Professor Patrick O'Leary
Professor Ned Pankhurst
Professor Donna Pendergast
Professor Tony Perkins
Ms Nicola Shapland
Professor Christine Smith
Professor Ros Sorensen
Associate Professor Ray Tedman
Associate Professor Mohan Thite
Professor Clyde Wild
Professor Marie Wilson

APOLOGIES:
Associate Professor Michael Barry
Associate Professor Peter Bernus
Associate Professor Michael Blumenstein
Professor Simon Broadley
Dr Susanna Chamberlain
Professor Paul Cleveland
Mr Alexander Choy
Professor Allan Cripps
Professor Graham Cuskelley
Professor Andrew Davey
Dr Sara Davies
Professor Evan Douglas
Professor Mark Forwood
Ms Nikki Fozzard
Ms Elise Giles
Associate Professor Martin Griffths
Professor Debra Henly
Associate Professor Saras Henderson
Dr Benoît Leclerc
Professor Leong Liew
Mr Chris Madden
Professor Paul Martin
Professor Ward Massey
Associate Professor Jock MacLeod
Professor William MacNeil
Professor Paul Mazerolle
Professor Hamish McCallum
Professor Marilyn McMeniman
Professor Ian O'Connor
Ms Alysha Oze
Professor Michael Powell
Associate Professor Jan Ransley
Professor Boni Robertson
Professor Huib Schippers
Professor David Shum
Professor James Skinner
Ms Olivia Tran
Ms Angelica Triant
Associate Professor Joan Vaccaro
Dr Jennifer Wilson
Professor Claire Wyatt-Smith
Professor Bofu Yu

INVITED
Mr Bruce Callow (for item 5.0)
Ms Karen van Haeringen (for item 8.0)

Secretary – Ms Tasha Langham
1.0 COMMITTEE QUORUM

At the scheduled meeting time, a quorum of the committee was not present. In accordance with Section 7 of the Committee Meeting Procedures (2011/0006036), the Acting Vice Chancellor determined that all matters before the committee required immediate decision.

2.0 MEMBERSHIP

Nil

3.0 CONFIRMATION OF MINUTES

The minutes of the 3/2012 meeting of the Academic Committee were taken as read and confirmed.

SECTION A: RECOMMENDATIONS AND REPORTS TO COUNCIL

4.0 DIVISIONAL REVIEW – OFFICE OF HUMAN RESOURCE MANAGEMENT

4.1 The purpose of division reviews is to improve the planning and performance of the division 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 division reviews each preceding year.

4.2 The Office of Human Resource Management was reviewed during 16-18 April 2012. An independent review committee, comprising three committee members external to the University and one committee member internal to Griffith University reviewed the Office of Human Resource Management.


4.4 The Pro Vice Chancellor (Administration) introduced the Review Report and summarised the review panel’s commendations and recommendations.

4.5 The Pro Vice Chancellor (Administration) spoke to the Implementation Plan, which sets out the steps to be undertaken to address report recommendations and the timeframes within which this is to be accomplished.

4.6 Members noted that all of the recommendations in the Implementation Plan were underway and would be completed in the timeframe allocated by the Review Panel.

Resolution

4.7 The Academic Committee considered the issues that were raised in the Report of the Committee Reviewing the Office of Human Resource Management (2012/0010755) and the Review of the Office of Human Resource Management Implementation Plan (2012/0010760), and resolved to recommend the documentation to Council.
5.0 DIVISIONAL REVIEW – INFORMATION AND COMMUNICATION TECHNOLOGY SERVICES, SYSTEMS & INFRASTRUCTURE DIVISION OF INFORMATION SERVICES

5.1 The purpose of division reviews is to improve the planning and performance of the division 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 division reviews each preceding year.

5.2 Information and Communication Technology Services, Systems & Infrastructure Division of Information Services was reviewed during 20-22 March 2012. An independent review committee, comprising three committee members external to the University and one committee member internal to Griffith University reviewed Information and Communication Technology Services, Systems & Infrastructure Division of Information Services.

5.3 The Report of the Committee Reviewing the Information and Communication Technology Services, Systems & Infrastructure Division of Information Services (2012/0010751) and The Review of the Information and Communication Technology Services, Systems & Infrastructure Division of Information Services 2012 Implementation Plan (2012/0010759), was prepared in consultation with the Pro Vice Chancellor (Information Services). The Executive Group, at its meeting on 8 August 2012, endorsed the Review Report and the Implementation Plan.

5.4 The Pro Vice Chancellor (Information Services) introduced the Review Report and summarised the review panel’s commendations and recommendations. The Pro Vice Chancellor (Information Services) highlighted the need to formalise partnerships with academic and administrative Groups to gain a greater depth of business knowledge than is presently available through the centralised approach, and the need to develop a sustainable approach to identifying and supporting important specialised IT solutions.

5.5 The Director, Information and Communication Technology Services spoke to the Implementation Plan, which sets out the steps to be undertaken to address report recommendations and the timeframes within which this is to be accomplished. The Director highlighted the progress of a number of the recommendations and advised that discussions were advanced regarding the concept of a Solutions Consultant position, which would be embedded within each Group and in central administration. By embedding the Consultant, it is anticipated that this staff member would be in the best position to facilitate a solution to the IT needs of the area, as they would know its core business.

Resolution

5.6 The Academic Committee considered the issues raised in The Report of the Committee Reviewing the Information and Communication Technology Services, Systems & Infrastructure Division of Information Services (2012/0010751) and The Review of the Information and Communication Technology Services, Systems & Infrastructure Division of Information Services 2012 Implementation Plan (2012/0010759) and resolved to recommend the documentation to Council.

6.0 SCHOOL OF NURSING AND MIDWIFERY – 18 MONTH IMPLEMENTATION PROGRESS REPORT

6.1 In accordance with the University Reviews Policy, academic elements are required to report implementation progress 18 months post review.

6.2 The Review of the School of Nursing and Midwifery 18 month Final Progress Report (2012/0011011) was considered by Academic Committee.
Resolution

6.3 The Academic Committee endorsed the Review of the School of Nursing and Midwifery 18 month Final Progress Report (2012/0011011) and resolved to recommend the documentation to Council

7.0 SCHOLARSHIP POLICIES – CHANGE IN DELEGATION AUTHORITY

7.1 A recent review of the University’s scholarship policies and conditions recommended that Academic Committee no longer be the approving authority for these documents, and instead the authority be delegated to the Deputy Vice Chancellors of the relevant portfolios as detailed below:

Deputy Vice Chancellor and Provost
- Commonwealth Scholarships Program and Conditions for 2013 (2012/0007795)
- Uni-Start Equity Scholarships Scheme Policy (2012/0007798)
- Widening Participation Equity Scholarship Conditions for 2013 (2012/0007796)
- Chancellor’s Equity Scholarship Conditions for 2013 (2012/0007797)
- Dean’s Sir Samuel Griffith Scholarship, Sir Samuel Griffith Scholarship, Sir Samuel Griffith Advantage Scholarship and Griffith Connect Academic Excellence Bursary Policy and Conditions (2012/0007801)
- Patience Thoms Indigenous (Honours and Postgraduate) Scholarship Policy (2008/0022043)

Deputy Vice Chancellor (Academic)
- The Griffith Honours College (2012/0007799)
- Vice Chancellor’s Teaching Bursaries (2012/0007805)

Resolution

7.2 The Academic Committee resolved to approve the change in delegation for the scholarship policies listed above and recommended the revised document Approving Authorities for University Policies (2012/0007806) to Council.

SECTION B: ACTION UNDER DELEGATED AUTHORITY

8.0 POLICY CHANGES AS A RESULT OF THE GRADING SCHEMA WORKING PARTY

8.1 In 2011, the University Assessment Committee in reviewing the Assessment Policy proposed that consideration be given to the removal of the Pass Conceded (PC) grade and that a change be made to the grading schema. As a result, the Deputy Vice Chancellor (Academic) established a working party, chaired by the Pro Vice Chancellor (Business), to consider University Assessment Committee’s proposal.

8.2 The Academic Committee had before it the “Report of the Grading Schema Working Party” which proposes the removal of the Grading Category of PC and amendment of the University’s Policy Regarding Supplementary Examinations as approved by the Executive Group.

8.3 The paper contains five recommendations:
1. That from 2013 the University remove the PC grade as an administrative grade within the grading schema for undergraduate and postgraduate coursework programs.
2. That the University revise its supplementary assessment rules to adopt the policy provisions as outlined in Appendix A.
3. That the University revise its *Academic Standing, Progress and Exclusion Policy* to state that in order to be deemed to be in good academic standing an undergraduate student must maintain a cumulative GPA of 3.5 at the end of each semester.

4. That the University revise its *Academic Standing, Progress and Exclusion Policy* to state that a condition for exclusion is ‘failure in a course three times’ and administer this rule via PeopleSoft Student functionality.

5. That the current descriptive schema for grades which are representations of student achievement (HD, D, C, P, F) be replaced with a numeric grading scheme (7 – 1) as outlined in Appendix B.

8.4 Recommendations 3 and 4 have been addressed with a revised *Academic Standing, Progress and Exclusion Policy* for 2013.

8.5 Members noted that recommendations 1, 2 and 5 are being implemented through the revisions to the *Assessment Policy* (Doc No 2012/0008047). Executive Group endorsed the five recommendations set out in the “Report of the Grading Schema Working Party” for implementation from 2013, subject to limiting the award of supplementary assessment to a maximum of four courses in a 320CP program (and a consequent pro rata limitation depending on the total CP of the program). Executive Group noted that such a provision would not apply where program/course requirements specified that supplementary assessment was not available.

8.6 The Academic Committee noted the document *Operational Issues in relation of the Grading Schema Report*, which provides advice about how the report’s recommendations will be implemented within the student system and in the related business areas.

8.7 The other policies requiring amendment to enable the introduction of these recommendations were provided for Academic Committee’s consideration:

- Governance of Assessment and Academic Achievement Standards (Doc No 2012/0008049); and
- Credit Transfer Policy (Doc No 2012/0008050).

8.8 Members noted that revisions will also be required to the document *Structure and Requirements of Degrees Awarded by Griffith University*, which will be discussed at a future meeting.

Resolution

8.9 The Academic Committee, on the recommendation of the Learning and Teaching Committee (4/2012), resolved to approve:

- *A Proposal to remove the Grading Category of Pass Conceded (PC) and to amend the University’s Policy Regarding Supplementary Examinations*  
  - Assessment Policy (Doc No 2012/0008047)  
  - Governance of Assessment and Academic Achievement Standards (Doc No 2012/0008049)  
  - Credit Transfer Policy (Doc No 2012/0008050)  
  - Academic Standing, Progress and Exclusion Policy (Doc No 2012/0008039)

for implementation from 1 January 2013, in accordance with the document *Operational Issues in relation to the Grading Schema Report*.

9.0 **ADMISSIONS POLICY FOR UNDERGRADUATE PROGRAMS (2012/0007794)**

9.1 The Academic Committee, on the recommendation of Programs Committee (4/2012), considered the revised *Admissions Policy for Undergraduate Programs* (2012/0007804).
9.2 A number of the proposed changes reflect changes to University processes, policies and terminology; for instance:

- the University is no longer admitting undergraduate students on a fee-paying basis;
- including reference to the approved Schedule B: Programs for which the Pearson Test of English (Academic) does not satisfy English Language Entry Requirements; and
- removing reference to quotas for Commonwealth Supported Places.

More substantive changes include adding information about:

- undergraduate admission schemes (Section 3.5)
- transfer into the MBBS from another University (new Section 6.0)

9.3 Members noted the related Schedule B to this policy, Programs for which the Pearson Test of English (Academic) does not satisfy English Language Entry Requirements (2012/0002782).

Resolution

9.4 The Academic Committee, on the recommendation of Programs Committee (4/2012), resolved to approve the proposed revised Admissions Policy for Undergraduate Programs, (2012/0007804).

10.0 ESTABLISHMENT OF UNIVERSITY BIOSAFETY COMMITTEE

10.1 In late 2011, the Internal Audit Unit performed an audit of Griffith University’s management of risks in the use of biological materials (report no. 2011/18). The audit’s recommendations included the establishment of a University Biosafety Committee to replace the current Institutional Biosafety Committee. Members noted the relevant recommendations made by the audit report and related issues associated with the establishment of a University Biosafety Committee.

10.2 The audit report proposes a constitution for the University Biosafety Committee, a Schedule of High Risk Biological Materials Monitored by the University Biosafety Committee (2012/0007811), and a revision of the Research Committee constitution to include the proposed University Biosafety Committee as a standing sub-committee, in alignment with the Animal Ethics Committee and the Human Research Ethics Committee. The proposed constitution is not intended to take the place of a biosafety policy – once established, the University Biosafety Committee will need to develop a biosafety policy, review the project approval procedures for research with genetically modified organisms, and establish project approval procedures for research with Security Sensitive Biological Agents, quarantine-regulated materials, and other high risk biological materials listed in the Schedule.

Resolution

10.3 The Academic Committee resolved to approve:

- the establishment of the University Biosafety Committee, as a replacement for the current Institutional Biosafety Committee, with effect from 30 September 2012;
- the proposed constitution for the University Biosafety Committee (2012/0007809); and
- the proposed revisions to the constitution of Research Committee (2012/0007810).
11.0 RESEARCH CENTRES POLICY REVISIONS

11.1 The Academic Committee, on the recommendation of Research Committee (3/2102), considered the proposed revisions to the Research Centres Policy. This policy has been revised to:

- include a new HDR Student membership category;
- specify that only full members are included in the Staff FTE count for KPIs;
- remove reference to the Staircase KPI “Research Only Staff / Staff FTE” (with the intention that this become a contextual indicator rather than a KPI in Research Centre Staircase reports);
- clarify Research Centre membership categories;
- remove reference to the categories of ‘University’ and ‘Group’ level Research Centres – this signals the shift to a base funding model for Centre funding, from 2014 onwards, that will be based on the number of Full Members (Staff FTE) of the Research Centre;
- remove redundancy and information replicated from other University policies or documents – references to their location in the Policy Library or to the specific Griffith University website address have been substituted;
- clarify that members paid from non-continuing sources of funding such as Future Fellowships are automatically considered full members (assuming they are research active);
- relaxation of wording to allow HDR Student Members to participate in the activities of more than one Centre;
- removal of the word “above” from the last paragraph of section 15.2 and replacement with “funding”; and
- removal of the words “publication metrics” from section 18.3 and replacement with “research outputs”.

Resolution

11.2 The Academic Committee, on the recommendation of Research Committee (3/2012), resolved to approve the revisions to the Research Centres Policy (2012/0007807).

12.0 HIGHER DEGREE RESEARCH POLICY REVISIONS

12.1 On the recommendation of the Board of Graduate Research (6/2012), the Academic Committee considered the following revisions to the Higher Research Degree Policy:

- Section 3.4 to allow for 1-2 data chapters to be written as part of the collaborative doctoral degree program between Griffith University and the Graduate University of Chinese Academy of Sciences;
- Section 4.13.1 to clarify roles; and
- Section 5.2 to state that all examiners for the MPhil will be external to the University.

Recommendation

12.2 The Academic Committee, on the recommendation of the Board of Graduate Research (6/2012), resolved to approve the changes to the Higher Degree Research Policy (2012/0007812), as described above.

13.0 PROFESSIONAL DOCTORATE POLICY REVISIONS

13.1 On the recommendation of the Board of Graduate Research (6/2012), the Academic Committee considered the following revisions to the Professional Doctorate Policy:
- Section 4.13.1 to clarify roles;
- Section 5.1.3 to include additional information on the use of English as a medium for instruction as evidence of English Language Proficiency to be consistent with information currently on the University’s website;
- Section 5.3.2 to specify a three month period of re-enrolment prior to the submission of the thesis after the candidature has lapsed; and
- Replace the position of Deputy Dean (Research) with Dean (Research) as the former position no longer exists.

Resolution

13.2 The Academic Committee, on the recommendation of the Board of Graduate Research (6/2012), resolved to approve the revisions to the Professional Doctorate Policy (2012/0007813).

14.0 BOARD OF GRADUATE RESEARCH CONSTITUTION

14.1 The Academic Committee, on the recommendation of the Board of Graduate Research (6/2012), considered the proposed revisions to Section 9 Rights of Audience and Debate of the Board of Graduate Research Constitution.

9. The following persons shall have rights of audience and debate:
   (a) Director, Office for Research or nominee
   (b) Director, GIHE or nominee
   (c) Director, Information Services (Scholarly Information and Research) or nominee
   (d) Director, International or nominee
   (e) Resource Manager, Corporate Resource Management PFS or nominee
   (f) Senior Manager, Client Services, Higher Degree Research Student Centre or nominee
   (g) Deputy Director, Student Administration or nominee

Resolution

14.2 The Academic Committee, on the recommendation of the Board of Graduate Research (6/2012), resolved to approve the changes to Section 9 of the Board of Graduate Research Constitution (2012/0007814).

15.0 MEDAL FOR ACHIEVEMENT IN THE BACHELORS DEGREE – SCHEDULE OF AWARDS

15.1 The Medal for Achievement in the Bachelor’s Degree may be awarded annually to graduates with the highest grade point average in a Bachelors program. The Medal for Achievement in the Bachelors Degree - Schedule of Awards forms part of the policy on the Medal for Achievement in the Bachelors Degree by setting out the medals that are awarded annually and the programs for which they are awarded.

Resolution

15.2 The Academic Committee, on the executive recommendation of the Acting Chair, Learning and Teaching Committee (4 September 2012), resolved to approve the adoption of the revised Medal for Achievement in the Bachelors Degree Schedule of Awards as set out in document 2012/0007808, for immediate implementation.

16.0 PHM NEW PROGRAM PROPOSAL (2012/0007555)
1387 BACHELOR OF PHARMACEUTICAL SCIENCE / BACHELOR OF BUSINESS

16.1 The Academic Committee, on the recommendation of Programs Committee (19 July 2012) resolved to approve:
- The proposal to establish the Bachelor of Pharmaceutical Science / Bachelor of Business (1387), as detailed in 2012/0007555, for introduction in Semester 1, 2013.
- The program be approved for an accreditation period of five years to 2017 and five-year program review to be completed and forwarded to Programs Committee before the end of 2017.

17.0 QCA NEW PROGRAM / MAJOR CHANGE PROPOSAL (2012/0002777)
1393 BACHELOR OF DESIGN FUTURES

17.1 The Academic Committee, on the recommendation of Programs Committee (29 March 2012), resolved to approve the proposal to introduce a new 4-year Bachelor of Design Futures, including the award of Honours, with an accreditation period of 5 years, as detailed in 2012/0002777, for implementation in Semester 1 2013.

18.0 HLS NEW PROGRAM PROPOSAL (2012/0002786)
4161 GRADUATE DIPLOMA OF HEALTH RESEARCH
3276 GRADUATE CERTIFICATE IN HEALTH RESEARCH

18.1 The Academic Committee, on the recommendation of Programs Committee (19 July 2012), resolved to approve:
- The proposal to establish the Graduate Diploma of Health Research (4161) and the Graduate Certificate in Health Research (3276), as detailed in 2012/0002786, for introduction in Semester 1, 2013.
- The program be approved for an accreditation period of five years to 2017 and five-year program review to be completed and forwarded to Programs Committee before the end of 2017.

19.0 ENV NEW PROGRAM PROPOSAL (2012/0002787)
1390 BACHELOR OF ENVIRONMENTAL MANAGEMENT / BACHELOR OF BUSINESS

19.1 The Academic Committee, on the recommendation of Programs Committee (19 July 2012), resolved to approve:
- The proposal to establish the Bachelor of Environmental Management/ Bachelor of Business, as detailed in 2012/0002787, for introduction in Semester 1, 2013.
- The program be approved for an accreditation period of five years to 2017 and five-year program review to be completed and forwarded to Programs Committee before the end of 2017.

20.0 ENV NEW PROGRAM PROPOSAL (2012/0011527)
5558 MASTER OF ARCHITECTURE

20.1 The Academic Committee, on the recommendation of Programs Committee (19 July 2012), resolved to approve:
- The proposal to establish the Master of Architecture (5558), as detailed in 2012/0011527, for introduction in Semester 1, 2013.
- The program be approved for an accreditation period of five years to 2017 and five-year program review to be completed and forwarded to Programs Committee before the end of 2017.

21.0 GBS NEW PROGRAM PROPOSAL (2012/0002794)
1388 BACHELOR OF ASIAN STUDIES

21.1 The Academic Committee, on the recommendation of Programs Committee (9 August 2012), resolved to approve the proposed changes to the Bachelor of Asian Studies (1388), as detailed in 2012/0002794, for implementation in Semester 1 2013.
22.0 NRS MAJOR CHANGE PROPOSAL (2012/0011947)
1161 BACHELOR OF NURSING

22.1 The Academic Committee, on the recommendation of Programs Committee (3 May 2012), resolved to approve the revised Major Change submission (2012/0011947) proposing to introduce a Mental Health strand in the Bachelor of Nursing (1161) for implementation from Semester 2, 2012.

23.0 HSV MAJOR CHANGE PROPOSAL (2012/0007585)
1372 BACHELOR OF SOCIAL WORK

23.1 The Academic Committee, on the recommendation of Programs Committee (19 July 2012), resolved to approve the proposed changes to the Bachelor of Social Work (1372), as detailed in 2012/0007585, for implementation in Semester 1 2013.

24.0 MSC/BPS MAJOR CHANGE PROPOSAL (2012/0007598 and 2012/0011528)
1280 BACHELOR OF MEDICAL SCIENCE
1306 BACHELOR OF MEDICAL SCIENCE

24.1 The Academic Committee, on the recommendation of Programs Committee (19 July 2012), resolved to approve the proposed changes to:
- Bachelor of Medical Science (1280 and 1306) as detailed in 2012/0007598, for implementation in Semester 1 2013.
- Bachelor of Medical Science (1306) as detailed in 2012/0011528, for implementation from Semester 1 2012.

25.0 ENV MAJOR CHANGE PROPOSAL (2012/0011520)
1004 BACHELOR OF SCIENCE ENVIRONMENT
1008 BACHELOR OF ARTS (ENVIRONMENT)
1009 BACHELOR OF ENVIRONMENTAL MANAGEMENT
1086 BACHELOR OF URBAN AND ENVIRONMENTAL PLANNING
1087 BACHELOR OF URBAN & ENVIRONMENTAL PLANNING/BACHELOR OF SCIENCE (ENV)
1121 BACHELOR OF LAWS / BACHELOR OF SCIENCE (ENVIRONMENT)
3216 GRADUATE CERTIFICATE IN URBAN AND ENVIRONMENTAL PLANNING
5576 MASTER OF URBAN AND ENVIRONMENTAL PLANNING

25.1 The Academic Committee, on the recommendation of Programs Committee (19 July 2012), resolved to approve the proposal to replace the 10CP course 2057ENV Urban Analysis with the existing course 2056ENV, as detailed in 2012/0011520, for implementation in Semester 2 2012.

26.0 GBS 5 YEAR PROGRAM REVIEW (2012/0012077)
1289 BACHELOR OF BUSINESS (HOTEL, TOURISM, EVENT, REAL ESTATE AND PROPERTY, SPORT)

26.1 The Academic Committee on the recommendation of Programs Committee (9 August 2012), resolved to approve the proposed changes to the Business (Hotel, Tourism, Event, Real Estate and Property, Sport) (1289), as detailed in 2012/0012077, for implementation in Semester 1 2013.
27.0  GBS MAJOR CHANGE PROPOSAL (2012/0012083)
1035 BACHELOR OF COMMERCE

27.1 The Academic Committee, on the recommendation of Programs Committee (9 August 2012), resolved to approve the proposed changes to the Bachelor of Commerce (1035), as detailed in 2012/0012083, for implementation in Semester 1 2013.

28.0  GBS MAJOR CHANGE PROPOSAL (2011/0003595)
3244 GRADUATE CERTIFICATE IN SUSTAINABLE ENTERPRISE
3245 GRADUATE CERTIFICATE IN LEADERSHIP & MANAGEMENT (UNITING HEALTH CARE)
3202 GRADUATE CERTIFICATE IN RISK MANAGEMENT
3229 GRADUATE CERTIFICATE IN LOGISTICS & SUPPLY CHAIN MANAGEMENT

28.1 The Academic Committee, on the recommendation of Programs Committee (19 July 2012), resolved to approve the proposed changes to the Graduate Certificate in Sustainable Enterprise (3244), Graduate Certificate in Leadership and Management (Uniting Health Care) (3245), Graduate Certificate in Risk Management (3202), and Graduate Certificate in Logistics and Supply Chain Management (3229), as detailed in 2011/0003595, for implementation in Semester 1 2013.

29.0  ENG MAJOR CHANGE PROPOSAL (2012/0002793)
3206 GRADUATE CERTIFICATE IN ENGINEERING (ENERGY SYSTEMS)
5468 MASTER OF ENGINEERING (ENERGY SYSTEMS)
5529 MASTER OF ENGINEERING WITH ADVANCED STUDIES (ENERGY SYSTEMS)

29.1 The Academic Committee, on the recommendation of Programs Committee (9 August 2012), resolved to approve the proposed changes to the Graduate Certificate in Engineering (Energy Systems) (3206), Master of Engineering (Energy Systems) (5468) and Master of Engineering with Advanced Studies (Energy Systems) (5529), as detailed in 2012/0002793, for implementation in Semester 1, 2013.

30.0  PES MAJOR CHANGE PROPOSAL (2012/0007593)
4157 GRADUATE DIPLOMA OF EXERCISE SCIENCE

30.1 The Academic Committee, on the recommendation of Programs Committee (9 August 2012), resolved to approve the proposed changes to the Graduate Diploma of Exercise Science (4157), as detailed in 2012/0007593, for implementation in Semester 1 2013.

31.0  EDN MAJOR CHANGE PROPOSAL (2012/0008354)
4138 GRADUATE DIPLOMA OF EDUCATION – SECONDARY
5434 MASTER OF TEACHING – SECONDARY

31.1 The Academic Committee, on the recommendation of Programs Committee (9 August 2012), resolved to approve the proposed changes to the Graduate Certificate of Education – Secondary (4138) and the Master of Teaching – Secondary (5434), as detailed in 2012/0008354, for implementation in Semester 1, 2013.

32.0  PHM MAJOR CHANGE PROPOSAL (2012/0007544)
5423 MASTER OF PHARMACY WITH HONOURS

32.1 The Academic Committee, on the recommendation of Programs Committee (19 July 2012), resolved to approve the proposed changes to the Master of Pharmacy with Honours (5423), as detailed in 2012/0007544, for implementation in Semester 2, 2013.
33.0 GBS MAJOR CHANGE PROPOSAL (2012/0002792)
3210 GRADUATE CERTIFICATE IN POLICY ANALYSIS
5275 MASTER OF PUBLIC ADMINISTRATION

33.1 The Academic Committee, on the recommendation of Programs Committee (9 August 2012), resolved to approve the proposed changes to the Graduate Certificate in Policy Analysis (3210) and Master of Public Administration (5580), as detailed in 2012/0002792, for implementation in Semester 1 2013.

34.0 ENG MAJOR CHANGE PROPOSAL (2012/0011535)
5528, 5529 MASTER OF ENGINEERING WITH ADVANCED STUDIES (NA, GC)

34.1 The Academic Committee, on the recommendation of Programs Committee (9 August 2012), resolved to approve the proposed changes to the Master of Engineering with Advanced Studies (5528, 5529), as detailed in 2012/0011535, for implementation in Semester 1, 2013.

35.0 PES MAJOR CHANGE PROPOSAL (2012/0007615)
5567 MASTER OF SPEECH PATHOLOGY

35.1 The Academic Committee, on the recommendation of Programs Committee (9 August 2012), resolved to approve the proposed changes to the Master of Speech Pathology (5567), as detailed in 2012/0007615, for implementation in Semester 1 2013.

36.0 NRS MAJOR CHANGE PROPOSAL (2012/0007611)
5568 MASTER OF HEALTH PRACTICE
5569 MASTER OF HEALTH PRACTICE WITH HONOURS

36.1 The Academic Committee, on the recommendation of Programs Committee (9 August 2012), resolved to approve the proposed changes to the Master of Health Practice (5568) and Master of Health Practice with Honours (5569), as detailed in 2012/0007611, for implementation in Semester 1, 2013.

37.0 QCA PROGRAM WITHDRAWAL PROPOSAL (2012/0002785)
1189 BACHELOR OF DESIGN

37.1 The Academic Committee noted that the Queensland College of Art has proposed to withdraw the Bachelor of Design (1189), as detailed in 2012/0002785. The Bachelor of Design has been replaced by the Bachelor of Design Futures which was recently approved by Programs Committee.

38.0 NRS PROGRAM WITHDRAWAL PROPOSALS
1326 BACHELOR OF NURSING (OFF-SHORE) (ABU DHABI, AL AIN) (2012/0007582)
1327 BACHELOR OF NURSING (POST-REG OFF-SHORE, ABU DHABI, AL AIN) (2012/0007583)

38.1 The Academic Committee noted that Programs Committee had approved the withdrawal of Bachelor of Nursing (Off-shore) (Abu Dhabi, Al Ain) (1326) and Bachelor of Nursing (Post-Registration) (Off-shore) (Abu Dhabi, Al Ain) (1327) on 19 July 2012.

39.0 HUM PROGRAM WITHDRAWAL PROPOSAL (2012/0008339)
1024 BACHELOR OF LIBERAL STUDIES
8016 DIPLOMA OF LIBERAL STUDIES
8017 CERTIFICATE OF LIBERAL STUDIES
39.1 The Academic Committee noted that Program's Committee had approved the withdrawal of Bachelor of Liberal Studies (1024), Diploma of Liberal Studies (8016), and Certificate of Liberal Studies (8017) on 19 July 2012.

40.0 NRS PROGRAM WITHDRAWAL PROPOSALS

3195 GRADUATE CERTIFICATE IN COMMUNITY AND PRIMARY HEALTH CARE (2012/0007612)
3106 GRADUATE CERTIFICATE IN SEXUAL HEALTH (2012/0007613)
3196 GRADUATE CERTIFICATE IN GERONTOLOGY (2012/0007614)

40.1 The Academic Committee noted that Programs Committee had approved the withdrawal of the Graduate Certificate of Community and Primary Health Care (3195), Graduate Certificate in Sexual Health (3106), and Graduate Certificate in Gerontology (3196) on 9 August 2012 to change Master of Health Practice (5568) and Master of Health Practice with Honours (5569), as detailed in 2012/0007611.

SECTION C: RECOMMENDATIONS AND REPORTS TO OTHER COMMITTEES

Nil.

SECTION D: MATTERS NOTED, CONSIDERED OR REMAINING UNDER DISCUSSION

41.0 VICE CHANCELLOR’S FORUM AND QUESTION TIME

41.1 Members noted the Vice Chancellor’s Report to the August meeting of University Council

42.0 PRESENTATION – DEVELOPMENTS IN ONLINE EDUCATION

42.1 The Chair gave a presentation on national and international developments in online higher education and highlighted the key challenges for Australian Higher Education providers in delivering online learning.

43.0 GRIFFITH ONLINE STRATEGY

43.1 The Academic Committee noted that ‘Griffith Online’ would be established to develop, deliver and market the University's own online programs to extend access to a broader national and international student recruitment market, enhance the University's reputation, and to enhance access to tertiary study.

43.2 The Academic Committee noted the following key aspects of the Online Strategy:

- In line with the University’s commitment to student-centred learning, it is intended that by 2020 many of the University’s programs will be available in either online or on-campus modes, with at least 5,000 EFTSL studying in online mode by 2020.
- A significant proportion of students will have the option to mix their modes of study.
- Initially four major programs, one from each academic group, will be developed in online mode and will be available for enrolment from 2014.
- Market research will be undertaken to inform the decision regarding the programs to be funded for development, and academic groups may choose to fund further online programs based upon market research and a sound business case.
- Griffith’s current OUA program array will continue to be offered through OUA, and OUA will continue to be a key aspect of the University’s postgraduate coursework
strategy. Processes will be established to review online programs, including OUA offerings, in line with on-campus programs.
- The University will enhance the development of its staff in online teaching, and the use of online learning resources will be encouraged to enhance the quality of on-campus teaching.

43.3 In discussing this item, concerns were raised regarding difficulties associated with finding suitable placements for the practical component of some professional degrees and the restriction that International students can only complete 25% of their program online.

43.4 Members suggested that in order to get more traction in the academic groups, online delivery targets should be considered at a group and/or element level, and not just at University level.

44.0 TEQSA – HIGHER EDUCATION STANDARDS PANEL COMMUNIQUE

44.1 The Academic Committee noted the Higher Education Standards Panel Communiques Numbers 2 and 3.

45.0 2011 ANNUAL REPORTS AND 2012 WORK PLANS FROM SUB-COMMITTEES

45.1 A recommendation of the Review of Academic Committee and its sub-committees in 2010 was that committees consider in more depth the ‘review and improve’ parts of the PIRI cycle. At the Academic Committee work plan meeting for 2012, it was agreed that one way of enacting this recommendation was for each sub-committee to prepare an annual self-review document for consideration at its ‘parent’ committee within the first quarter of the following year.

45.2 The Academic Committee noted the 2011 Annual Report and Work Plan for 2012 for Programs Committee (2012/0002808).

46.0 CHAIRPERSON’S REPORT

46.1 The Chair gave a verbal report on the following:
- Consideration is being given to moving the Academic Committee to a paperless environment from 2013. Comments on this proposal should be directed to the Secretary via email Tasha.Langham@griffith.edu.au.
- English Language Requirements (ELR) will be the focus for one of the first "thematic" audits by the Tertiary Education Quality and Standards Agency (TEQSA). The focus will not just be on entry standards, it will also include proficiency during and upon completion of the tertiary qualification. TEQSA will also examine the delivery of offshore and transnational education.
- Professor Michael Powell has been appointed to Chair a working party which will look at AQF compliance of Griffith’s coursework programs.
- TEQSA is now responsible for CRICOS registration. Members were advised to consult with Academic Services to ensure the program had been approved before advertising or making offers to International students.
- Members were reminded to complete the online self-review survey by Friday 5 October.

47.0 OTHER BUSINESS

Nil
48.0 REPORTS OF SUB-COMMITTEES OF THE ACADEMIC COMMITTEE AND OTHER COMMITTEES

48.1 The minutes and/or action sheets of the following Committees were noted:

a) Board of Graduate Research (5/2012, 6/2012, 7/2012)
b) Learning and Teaching Committee (3/2012, 4/2012)
c) Research Committee (3/2012, 4/2012)
d) Programs Committee (3/2012, 4/2012, 5/2012)
e) Internationalisation Advisory Committee (2/2012)

49.0 2012 COMMITTEE MEETING DATES

49.1 Members noted the 2012 schedule of meetings.

<table>
<thead>
<tr>
<th>Meeting Date</th>
<th>Time</th>
<th>Venue</th>
</tr>
</thead>
<tbody>
<tr>
<td>12 July</td>
<td>10am – 1pm</td>
<td>The Chancellery (G34), 2.02 Gold Coast campus</td>
</tr>
<tr>
<td>20 September</td>
<td>10am – 1pm</td>
<td>Bray Centre (N54), 2.01/2.02, Nathan campus</td>
</tr>
<tr>
<td>8 November</td>
<td>10am – 1pm</td>
<td>The Chancellery (G34), 2.02 Gold Coast campus</td>
</tr>
<tr>
<td>6 December *</td>
<td>10am – 1pm</td>
<td>Bray Centre (N54), 2.01/2.02, Nathan campus</td>
</tr>
</tbody>
</table>

* Meeting will proceed only if business warrants

Minutes confirmed by:

Professor Sue Spence, Chair
8 November 2012